## 6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

This process contains Teacher Evaluation and Campus Evaluation surveys. The duly filled in forms are analyzed by the Principal and the Feedback thus obtained is judiciously addressed for the betterment of the Teaching-Learning process. In case any lacunae is observed the teacher in question is counseled by the Principal and urged to improve his/her performance in the interest of professional up gradation and better service-delivery to our primary stakeholders, namely the students.

The performance of the non-teaching staff is appraised by the Final Year students in the Student Satisfaction Survey. They are assessed on the parameters of efficiency, cordiality and overall helpfulness. These questionnaires too are analyzed by the Principal who counsels those non-teaching staff members whose performance has invited criticism or needs improvement. The performance of those teaching and non-teaching staff members who have not fared well in the students' feedback is closely monitored.

The findings of the Teacher Feedback and Student Satisfaction Survey are then summarized and graphically presented through pie charts and bar graphs and published on the institutional website in keeping with transparency norms

## **File Description**

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