

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

The institute has meticulously designed a performance appraisal mechanism in place for both teaching and non teaching staff.

Index

Sr. No.	Description	Page Nos.
01	Appraisal System flowchart	02
02	Case study- Appraisal	03


Dr. M. S. Gaikwad

Principal,

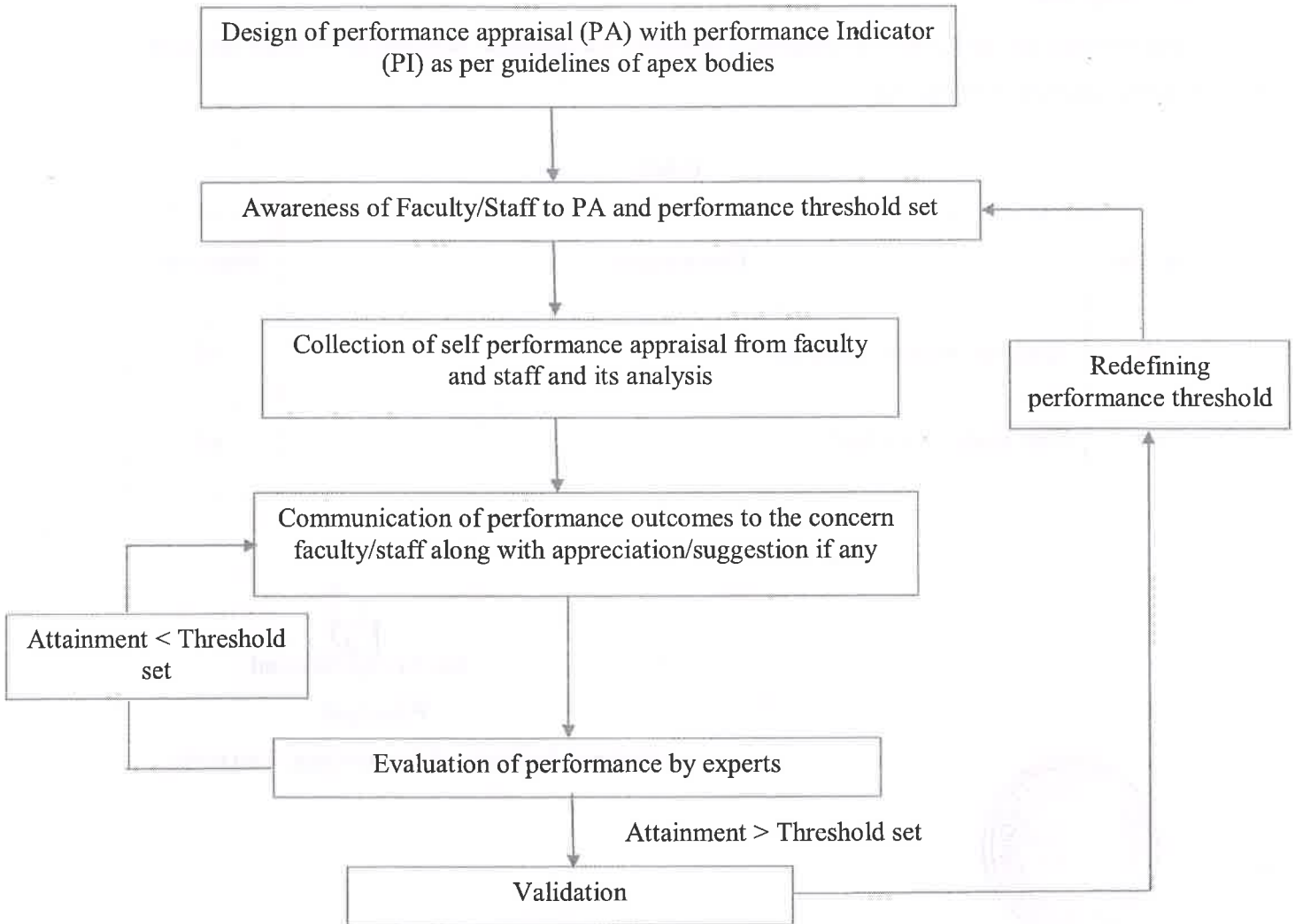
Sinhgad Institute of Technology, Lonavala



DR. M. S. GAIKWAD
PRINCIPAL
Sinhgad Institute of Technology, Lonavala



Appraisal System Flow Chart:



M.S.G.
Dr. M. S. GAIKWAD
PRINCIPAL
Sinhgad Institute Of Technology, Lonavala



Sinhgad Institutes

SINHGAD TECHNICAL EDUCATION SOCIETY'S
SINHGAD INSTITUTE OF TECHNOLOGY

(Affiliated to Savitribai Phule Pune University, Pune & Approved by AICTE)
Gat No. 309/310, off Mumbai Pune Expressway Kusgaon (Bk), Lonavala Pune - 410401
website:sit.sinhgad.edu

Case study: Appraisal

This case study examines the implementation of a performance appraisal system designed specifically for support faculty and staff at institute.

Five years earlier, Sinhgad Institute of Technology, implemented a modified performance appraisal system for all institute employees. The performance appraisal system was designed for faculty and staff by management of institute under guidelines of AICTE, UGC.

This performance appraisal required employees to agree following objectives for upcoming performance period.

- One objective that must be includes student's development as well as ways of developing and improving faculty's professional practices. Another objective must be meeting development of Institute.
- Undergo one classroom observation in a semester.
- Conduct a formal performance review focused on the identified performance objectives. The meeting with higher authority should also include the following:
 1. Review, discussion and confirmation of the faculty's essential tasks.
 2. Identification of faculty's strengths and achievements.
 3. Identification of developmental areas and an action plan on how they will be met.
 4. Agreement to future performance objectives and an action plan for the upcoming year.




Dr. M. S. GAIKWAD
PRINCIPAL
Sinhgad Institute Of Technology, Lonavala