



SINHGAD TECHNICAL EDUCATION SOCIETY'S
**SINHGAD INSTITUTE OF BUSINESS
ADMINISTRATION AND RESEARCH**



(Approved by AICTE, Recognized by Government of Maharashtra, Affiliated to Savitribai Phule Pune University)

Near PMC Octroi Post, Kondhwa - Saswad Road, Kondhwa (Bk), Pune - 411048
Phone : +91 20 26933635 / 26934543 Email: director_sibar@sinhgad.edu Web: www.sinhgad.edu

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

Response: The performance procedure followed at SIBAR is divided into three components.

Part A-The first component is done by the individual faculty .In this segment, the individual faculty furnishes information about the achievements he/she has attained in the ongoing academic year. This sheds light on his participation in FDP, seminar, conferences and workshops. Research has a substantial place in his research contribution to both national and international fronts

Part B- The second parameter of appraising is done by the Head of department i.e. the Director of SIBAR. In this section the authenticity and affectivity of the activities performed by the faculty is assessed by the Director along with the Monitoring committee.

Part C-The Third component is the end of the performance appraisal process. The Director hands over the performance appraisal to the founder President and Founder Secretary for further review, within a stipulated time frame.

Part D- All non-teaching staff members get appraisal with a number of different assessment parameters like quality, communication etc. Initiatives, interpersonal relation, service record are also important parameters in the assessment, attendance plays vital role in appraisal. Quality of work is the major parameter for non-teaching staff monitored by SIBAR.

