



TARANATH SHIKSHANA SAMSTHE'S

SOMA SUBHADRAMMA RAMAN GOUD WOMEN'S COLLEGE

Station Road, Raichur - 584101

(Affiliated to Akkamahadevi Women's University, Vijayapur)

Re-Accredited by NAAC with "B" Grade



Website: www.ssrgians.org AISHE CODE : C-8703 Email: ssrgwcr20@gmail.com

Fax: 08532-225770

Principal: Sri. Amaregouda. S., M.A., M.Phil

Policy for Performance Appraisal



Introduction: Soma Subhadramma Ramangoud Arts and Commerce for Women, station road, Raichur ensures that all employees receive regular feedback on their performance based on the strict evaluation of their performance by the experts and respective head of the department. IQAC should conduct periodical and annual performance appraisals with all staff members in accordance with the guidelines issued by the government authorities and management.

Performance Appraisal for Teaching Staff is based on Academic Performance Indicator (API) Scoring System of UGC, the college has developed the model to evaluate each faculty and based on the results, promotion and increments are awarded to the faculty. Performance Appraisal for non-teaching staff is based on punctuality, completion of work in given time, behavior in office and with students, extra-time given to complete the task in time, readiness shown for new assignments.

Objectives:

- To help an employee to grow in his/her position
- To guide for the future progress
- To get employee aware about the performance in that academic year


IQAC Co-ordinator
S.S.R.G. Women's College,
RAICHUR-584 101.


PRINCIPAL
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Scope and Applicability: This policy applies to all full-time, part-time, term, and temporary employees (including teaching, non-teaching and support staff) of the Institution.

Procedure for performance appraisal:



- IQAC should notify the schedule of issuing of performance appraisal forms.
- Every staff should submit the appraisal reports as per the format given by IQAC within the stipulated time with supporting documents.
- Different Performa are in place for teaching and non-teaching staff.
- The peer review has to carried out by IQAC based on the set benchmarks
- IQAC should forward the consolidated report after data validation and verification to the higher authorities such as Principal in sealed envelope for necessary action.
- Individual staff members should be communicated with outcome report and recommendation for future growth within 30 days after completion of the process.

Performance outcome Indicator

| Score | Grade | Outcome |
|------------|-------|----------------|
| 9.1 to 10 | A+ | Outstanding |
| 7.1 to 9.0 | A | Very Good |
| 5.1 to 7.0 | B+ | Good |
| 4.0 to 5.0 | B | Satisfactory |
| Below 4.0 | C | Unsatisfactory |


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