

### St. Johns College of Engineering & Technology

Approved by AICTE, New Delhi, Recognized by UGC under 2(f) & 12(B) & Affiliated to JNTUA, Ananthapuramu

(Accredited by NAAC)

Fattl: 2001

# 6.3.1 The institution has effective welfare measures and Performance appraisal system for teaching and non-teaching staff

SJCET reckons employee welfare is a necessary part of the organization. Welfare measures of an organization ensure in keeping up the moral of the employees. Institute helps the employees to work for longer period. They also increase the quality of their performance, as they feel contended, comfortable and passionate to work for the organization.

### Welfare measures for teaching and non-teaching members of the institute

The institution provides:

- Enthusiastic, healthy and competitive, decentralized, student centered, academic based and professional work environment to its faculty members.
- Institute gives a chance to upgrade the qualification to obtain the higher educational degrees.
- Research and development cell, infrastructure, library equipment, required software and other resources for the researchers.
- Reimbursement of the membership fees of the provisional bodies to the faculty.
- · Maternity leave.
- Transport facility.
- Medical leave.
- Hostel facility.
- · P F for non-teaching staff.

For the professional development of the faculty the institution provides:

- Special leave and financial support to participate in seminars/ workshops/ conference and Faculty development programmes.
- Study leave for higher education or for full time higher education programmes.
- Motivate to present and publish research papers.
- Encourage to undertake minor/major research projects.

#### For the professional development of technical / non-teaching staff

The SJCET provides:

- · Training on laboratory skills, fire safety and first aid
- · Training to library staff

St. Johns College of Engineering & Tecnology Yemmiganur, Kurnool (Dist.) PRINCIPAL
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Encouragement to the children of economically backward staff

Estd: 200

Festival bonus for Sankranti and Dassara

#### Amenities for teaching and non-teaching members

- Recreation programs, sports are arranged
- Grievance Redressal Cell
- · Canteen facility
- Yoga classes for physical & mental fitness
- Purified Drinking Water
- · Fire safety, CC TV cameras to ensure safety and security

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

The institute adopted a standardized system for the process of faculty performance appraisal, which incorporates both accountability and professional development.

### Different types of Evaluation are:

- 1. Student's evaluation of Staff: Each semester HOD takes the students feedback based on parameters like subject knowledge, content presentation, communication skills, classroom management, doubt clarification, counseling, punctuality, interaction with students and mentoring.
- **2. Self-appraisal of Staff:** The faculty evaluates their own performance based on achievement such as Paper publications, Research & Development projects, memberships and organizing Faculty Development Program (FDP).
- **3. HODs Evaluation of Staff:** Each faculty member's overall performance will monitor by the HOD, and rate them on ten point scale in the faculty appraisal form.
- **4. Principal's Evaluation:** The Principal evaluates the overall performance of each faculty members and rate them on ten point scale in the faculty appraisal form.

### Performance Appraisal for non-teaching staff

The office in-charge with the help of the management will do the appraisal of non-teaching staff. They observe and give instruction to the non-teaching staff about their day today activities and improvement.

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