



# Performance Appraisal System

**Thunchan Memorial Govt. College Tirur**

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## ***Policy on*** **Performance Appraisal System** **for Teaching and Non-teaching Staff**

Performance appraisal policy is the way to ensure the performance-oriented work environment in the institution, it helps employees to achieve the set objects and act as a reward for their contribution in the progress of any institution and organization. Thunchan Memorial Govt. College, Tirur continuously makes efforts to improve the academic, research and co-curricular dimensions and social responsibility among students and faculty of the college. Development and upgrading of infrastructure facilities and the use of effective teaching and learning methodologies are help to achieve the mission and mission of the college. To assess the success of the inputs given by the college, it is necessary to understand, whether the user of such facilities is indeed satisfied and getting the expected outcomes from the initiatives made.

### **SELF APPRAISAL MECHANISM FOR TEACHING STAFF:**

**College has structured an objective assessment mechanism with scope for improvement. The three-tier assessment involves:**

1. Self-appraisal by the faculty
2. Peer evaluation by the Department heads/ Principal
3. Student's feedback

**The above assessment mechanism has resulted in the teaching staff understanding and getting acquainted about the following:**

- Teaching style and abilities with the feedback from the peers and the students.
- Scope for improvement in teaching resources and methodologies
- The research outcomes and relevance of the work being done with the current developments in the respective fields.
- The self-assessment mechanism does not have any negative impact on the staff as they are provided with the opportunity to comment on the evaluation outcomes and give opportunity for improvement.
- The college rewards and recognizes teachers commending them for their teaching approaches and research initiatives, which helps them to work with renewed zeal.

### **SELF-APPRAISAL MECHANISM FOR NON-TEACHING STAFF.**

**The works of the Non teaching staff are assessed periodically through a structured mechanism:**

- Work efficiency and commitment.
- Initiative towards learning newer trends in their respective areas.
- Leadership and team work.
- Discipline and regularity
- The non-teaching staff are periodically trained and also encouraged to pursue their higher studies.

The feedback had helped take the following decisions:

- Conduct of language and soft skill programme for non-teaching and administrative staff.
- Leadership training programme for senior faculty to identify the succession lines.
- Deputation of staff to various orientation programs relating government policies and rules concerning HR management and Education.
- Sensitize teachers and international students with regard to cultural issues and sensitivities.



Tirur

Principal

