

# *B.N.M. Institute of Technology*

(Approved by AICTE, Affiliated to VTU, ISO 9001:2008 Certified)

Post box no. 7087, 27<sup>th</sup> cross, 12<sup>th</sup> Main,

Banashankari II Stage, Bengaluru- 560070, INDIA

Ph: 91-80- 26711780/81/82 Email: principal@bnmit.in, bnmitprincipal@gmail.com, www. bnmit.org

## **Faculty Performance Evaluation Process and Policy (Effective from the academic year 2017-18)**

### **A. Based on Student Feedback**

All teaching staff are evaluated for their performance in teaching by taking student feedback on courses they teach. Students give feedback online through College Management System (CMS).

HoDs will have discussion with each of the faculty about student feedback and give their comments & advise.

If the student feedback is greater than or equal to 70% and less than 90%, the faculty will be encouraged to perform better.

#### **Basis for corrective actions:**

a) If the student feedback is less than 70% and/or the result in the corresponding theory subject is less than 70%, the faculty will be counselled by HoD. The corrective actions for improvement are proposed by faculty in consultation with HoD and are implemented. The implementation of corrective actions is to be documented. Faculty may also be deputed for attending relevant training programs for improving their performance.

b) If the student feedback does not improve in consecutive semester, the faculty will be given more time for improvement.

### **B. Based on Self Appraisal**

All teaching staff are evaluated for their performance using the self appraisal system every academic year (July – June). The faculty fills the self appraisal form which is authenticated by respective HoDs.

Director, Dean and Principal will talk to each of the faculty during the month August – September along with respective HoDs and give their comments / suggestions to the faculty.

#### **Basis for reward / encouragement**

a) If the self appraisal rating is greater than or equal to 90%, the faculty is appreciated with a letter of appreciation, valid for the specific year and a cash incentive of Rs.10000/- will be given as a reward.

b) If the appraisal rating is greater than or equal to 90%, for two consecutive years, a cash incentive of Rs.25000/- will be given as a reward to motivate such faculty.

c) If the appraisal rating is between 70 % and 90% faculty will be encouraged to perform better.

*For B.N.M. Institute of Technology*



Secretary

**Basis for corrective actions**

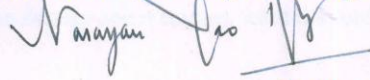
a) If the appraisal rating is less than 70%, the faculty will submit an explanation letter to HoD. Based on the explanation given by the faculty and other performance indicators of the self appraisal, HoD will give clear and specific actions to be taken by the faculty for improvement in the next academic year. The suggested action plans may be similar to one or more of the following:

- i) To increase in the number of paper publications
- ii) To participate in FDPs / training programs
- iii) To improve academic performance
- iv) To involve in departmental activities, etc.

b) If the appraisal rating does not improve in consecutive year, the faculty shall be given one more year time for improvement.

c) If the appraisal rating does not improve in two consecutive years faculty will be advised to seek an alternative employment.

*For B.N.M Institute of Technology*



**Secretary**