



SRI INDU INSTITUTE OF PHARMACY

Sponsored by New Loyola Model Educational Society, Vanasthalipuram, Hyderabad.

(Approved by PCI – New Delhi, Affiliated to JNTUH- Hyderabad.)

Sheriguda, Ibrahimpatnam, R.R. Dist –501 510, Hyderabad, Telangana State.

Phone : 9391537555 Website : www.siip.ac.in Email ID : siipoffice@siip.ac.in

6.3.5. Performance Appraisal of Teaching Staff:

SIIP has a well-defined performance appraisal system for Faculty Members. Faculty intending for promotion or increment / special increment required to submit their annual performance appraisal in prescribed format.

The performance appraisal document includes the

1. Details of Professional Experience with related documents
2. Academic Contribution details including Result Analysis, Lab Record Assessment, Course File Completion, Updating & Record Maintenance, attaining Feedback from Stake Holders etc. Additional academic achievements like Fellowships, PG Diplomas, PhD awarded or PhD's guided.
3. Administrative Contributions details including Administrative responsibilities at the Institution and Department Level, Involvement in Students Counseling/Mentoring/Motivation, Guest Lectures, Organization of any National / International Conference/Seminar/Workshops, Organization of any Institute Curricular/Co-curricular & Extra Curricular Activities, Accreditation Works, Late Coming Markings (if any)
4. Professional Achievements right from the beginning of their professional carrier and their relative progress between the present position and proposed position during the year under review. The achievements include details of Research Publications, Paper Presentations, Guest Lectures, Professional Awards, Book publications, contribution of Chapters to text books, involvement in Research Projects,
5. Best Practices implemented in Teaching Learning Methodology, Initiatives / innovative measures in teaching and learning.
6. Future plans in terms of goals and their strategy for their achievements and contribution.

A. M. S.
PRINCIPAL
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The performance of all the teaching staff are reviewed by the HODs, Academic Director, Principal and Management Representatives. Faculties were assessed based on their performance, examination results of the students and feedback from respective stake holders. At the ends of each academic year students appraise every faculty member on various descriptions like Teaching methods, Clarity in Expression, Completion of Syllabus in time, Involvement in Practical Training, Interaction with Students etc. . Feedback from students were thoroughly analyzed by the concerned team and communicated to the respective faculty to update/ improve / adapt as per the feedback. HOD's appraises the staff based on their work done vis-à-vis Research Publications, Paper Presentations in Conference/ Seminars/Workshops etc., besides overall performance of the students (Theory & Practical).

The Performance Based Appraisal submitted by the respective Faculty Member is verified, checked and appraised accordingly by the HODs, IQAC and the Principal.

Appraisal of Non-Teaching Staff:

Salary appraisal for non-teaching staff is done based on their work involvement, performance and contribution besides the feedback given by the HODs / Administrative Officers and through timely confidential reports obtained by the principal.

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