

ಕರ್ನಾಟಕ ಕಲಾ, ವಾಣಿಜ್ಯ ಮತ್ತು ವಿಜ್ಞಾನ ಮಹಾವಿದ್ಯಾಲಯ, ಬೀದರ

(Affiliated to Gulbarga University, Kalaburagi)
NAAC RE-ACCREDITED WITH 'A' Grade CGPA 3.24



Estd 1970

KARNATAK ARTS, SCIENCE & COMMERCE COLLEGE, BIDAR

College with Potential for Excellence Status Awarded by UCC New Delhi
ISO 9001: 2015

KRE Society's

Karnatak Arts, Science and Commerce College, Bidar

Internal Quality Assurance Cell



Policy for Performance Appraisal

(w.e.f. 2017-18, revised during 2021-22)





Policy for Performance Appraisal

Introduction: KRE Society's Karnatak Arts, Science and Commerce College, Bidar 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 calendar year

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



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 performance are in place for teaching and non-teaching staff.
- The peer review has to be 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	Performance Descriptor
9.1 to 10	A+	Outstanding	Exemplary
7.1 to 9.0	A	Very Good	Proficient
5.1 to 7.0	B+	Good	Evolving
4.0 to 5.0	B	Satisfactory	Call for concern
Below 4.0	C	Unsatisfactory	Unacceptable

Version 1.1 With Effect From 2017-18

Version 1.2 Revised during 2021-22

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PRINCIPAL
Karnatak Arts, Science &
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