



6.3.1 The institution has a performance appraisal system, promotional avenues and effective welfare measures for teaching and non-teaching staff .

Response:

The analysis of an employee's recent successes and failures, personal strengths and challenges, and suitability for promotion or further improvement is known as performance appraisal. As a result, as the need arises, training and mentoring are required. In terms of teacher performance evaluation, CUTM adheres to NEP-2020. The University eco-system is open, collaborative, and data-driven. The employee's API score and interaction with technical experts in relation to the job description are crucial. In the case of non-teaching employees, only the matrix specified in the job description is considered. This system was created to aid employees' career development and advancement.

Academic qualifications, teaching experience, feedback from students and colleagues, research experience and training, research projects and consultancy, attendance at Seminars/Conferences/Symposia/Workshops, number of publications/products/patents, and communication skills are used to evaluate teaching staff performance. Teaching innovations/contributions are evaluated based on contributions to curriculum design, teaching methods, laboratory experiments, evaluation methods, resource material preparation (including books and reading materials), laboratory manuals, and remedial teaching/student counselling.

Non-teaching staff are evaluated based on their academic qualifications, work experience, the job role they are assigned, as well as deliverables and targets. During the appraisal process, the employee's leadership qualities are valued, as are the contributions made to the University/school/department/function, Co-curricular Activities, Enrichment of Campus Life (Hostels/sports/games/cultural activities), Students Welfare and Discipline, Membership/Participation in Committees/Fora on Education and National Development, and so on.

The performance of faculty and staff members is evaluated on a regular basis. Salary and other benefits are increased or promoted based on the individual's performance. Increment has a fixed component and a performance component that is linked as a part (incentive) based on performance. When changes are made to the employee performance appraisal system, both teaching and non-teaching staff are notified. The teaching and non-teaching staffs are constantly informed of their performance in order to ensure that it corresponds to changing University standards/norms, which can provide opportunities for future development. For example, each academic year, faculty must submit a self-evaluation report to a committee chaired by the Vice Chancellor. An evaluation system is created in which student feedback, research, and examination results are given weightage and a score is calculated based on that. The appraisal report is distributed to the faculty by the Deans. Faculty are counselled and trained for continuous development based on such reports. A faculty incentive scheme is being developed in order to encourage faculty involvement in research, consulting, and field projects. It is expected that faculty will use their spare time to conduct research that will result in publications, patents, and product development. They (both faculty and non-teaching staff) are also encouraged to participate in Gram Tarang (CUTM's CSR unit) activities, which will help

them improve their skills and gain practical experience, which will improve the quality of their performance.