



**Faculty Performance Appraisal and
Development System (FPADS)**
&
Career Advancement Scheme (CAS)

SAI POLYTECHNIC

(Affiliated to MSBTE, Mumbai, approved by AICTE & DTE Mumbai, Govt Of Maharashtra)

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Institute Vision

Strive for excellence in quality technical education and social responsibilities to create competent technocrats for the betterment of society.

Institute Mission

- M1.** To provide a scholarly and vibrant learning environment that enables students to achieve professional growth.
- M2.** To provide programs focusing on the holistic development of the individual with the emphasis on personality grooming, physical fitness, strong sense of social and environmental responsibilities.
- M3.** To impart quality education through demanding academic programs to fulfill industrial requirements.
- M4.** To strengthen interaction with industries through partnerships and collaborative development for empowering the students to work in adverse conditions.

Quality Policy:

We are committed to impart quality technical education and managerial skills with active involvement of all stakeholders and strive hard for our students satisfaction by continual improvement and systematic approach.

FACULTY PERFORMANCE APPRAISAL AND DEVELOPMENT SYSTEM (FPADS)

Process:

- i. Faculty shall submit Performance based Appraisal System (PBAS) form as prescribed by AICTE for diploma staff and submit to concern head of department at the end of academic year.
- ii. Head of department shall collect and submit PBAS form of all faculties along with student feedback report and confidential report to Principal
- iii. Principal shall form a Screening Committee at institute level to evaluate the self evaluation report.
- iv. Overall appraisal of the faculty shall be done on the following basis
 - 50 % for Assessment of Self-Appraisal- (Minimum API Score as per AICTE norms should be required)
 - 30 % for the students' feedback- (Minimum 70% feedback should be required)
 - 20 % for Assessment by HOD-(Based on Confidential Report by HOD)
- v. Recommendations of committee shall be submitted to management and or Governing council for final approval.
- vi. The same PBAS proforma shall be considered to Career Advancement Scheme (CAS) also.

CAREER ADVANCEMENT SCHEME (CAS)

Eligibility criteria:

Rules & Regulation for career advancement scheme for teachers has followed as per AICTE gazette notification dated 5th March 2010 regarding pay scales, service condition and qualification for teachers and other academic staff in technical institutions (Diploma) regulation, 2010.

Process of Career Advancement Scheme

- i. A faculty who wishes to be considered for promotions under CAS shall submit in writing to the Principal.
- ii. The faculty shall submit PBAS proforma duly supported by all credentials as per API guidelines set out by AICTE.
- iii. Principal shall form Expert Assessment System as per the AICTE guidelines.

Post	AGP	Expert Assessment System
Lecturer (Stage 1 to Stage 2)	5000 to 6000	Screening Committee
Lecturer (Stage 2 to Stage 3)	6000 to 7000	Screening Committee
Lecturer (Stage 3 to Stage 4)	7000 to 8000	Selection Committee
Lecturer (Stage 4 to Stage 5)	8000 to 9000	Selection Committee

- iv. Recommendations given by committee shall be submitted to Management and or Governing Council for final approval.