



# Nimra College of Pharmacy

Estd By : Nimra Educational Society (A Muslim Minority Society)

Approved by Pharmacy Council of India (PCI), New Delhi.

Affiliated to JNTU, Kakinada, Permitted by Govt. of A.P.

E-mail : principalnec@yahoo.in Website : www.nimra.in

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## **6.3.1: The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression**

### **Welfare Measures**

Nimra College of Pharmacy, accepts Employee Welfare as a mandatory part of the organization. Welfare measures of an organization will keep up the confidence of the employees and help the organization to retain the employees for long time. It also improves the quality of their performance, as they feel comfortable, committed and wholeheartedly work for the organization.

The Institution provides effective welfare measures to both teaching and non-teaching staff. All statutory welfare measures are implemented. Various monetary, non-monetary measures towards personal and professional growth are being followed to the satisfaction of the employees, given the fact that it is a not-for-profit of institution.

The welfare measures available in the institution for the teaching and non-teaching staff are three-Fold:

### **Statutory Welfare measures as per Government norms:**

- EPF and ESI facility to the Teaching Faculty and Non-teaching staff.
- Medical and Maternity leave and benefits are sanctioned for the required Staff (Teaching & Non-teaching).

### **Monetary or Non-monetary welfare support measures/initiatives:**

- Marriage leaves & Maternity leaves sanctioned with salary for the faculty/staff.
- Adjustable timings benefits extended to Faculty /Staff who are nursing mothers.
- Financial help extended wherever necessary like hospital expenditure, wedding expenses or for shelter with money collected or from special funds.
- Hand Loans provided to Staff free of interest on repayable basis in part or full as per the convenience of the individuals.
- Moral and emotional support to Faculty and Staff who are going through personal or professional crisis in life.
- Research support (M.Phil. or Ph.D.) through time allowances and usage of library facilities and infrastructure.
- Funding Registration fees and Travel expenses for Faculty attending Conferences and Workshops.



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- Reinstating Staff who went on Study leave.
- Advance amounts disbursed by the College in case of emergency for Faculty.
- 50% Fees reduction/concession for faculty's ward are given, if admitted in our institution.
- Provision of canteen in the campus

## Performance Appraisal system

The performance appraisal system of the faculty is evaluated and cared at their commendations of departmental HoDs & Principal after getting information through the following step.

**Step-1:** The IQAC prepares self-appraisal form based on UGC norms with various parameters which enlighten the efficiency of the faculty to be considered, conducts regularly. It includes Examination results, Students Feedback, Interactive teaching approach, Research papers and Journals Publication of articles and books, Participation along with presentation in Conferences/Seminars/Workshops/Faculty development programmes etc. Examination duties assigned and performed, Co-Curricular/Extra-Curricular duties, assigned by the college. Every teacher has to submit a self-appraisal form at end of the academic year.

**Step-2:** The students of all groups give feedback of the courses and teachers during the year. The same is analyzed and assessed by the HoD and the Principal as in the peer evaluation.

**Step-3:** HoD recommendations.


The decision taken is based on the outcome of their view of the performance appraisal reports by the management. It is conveyed by

1. One-to-one interactions.
2. Discussions of general issues in departmental meetings.

## Performance Appraisal system for Teaching Faculty

The appraisal of non-teaching staff is done under the supervision of the office. An annual performance report is prepared based on the daily activities performed. In case of non-compliance. The staff is advised to make possible changes and improve performance accordingly. The feedback given by the Officer In-charge is analyzed by the management and decisions are taken accordingly.

  
IQAC COORDINATOR

  
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