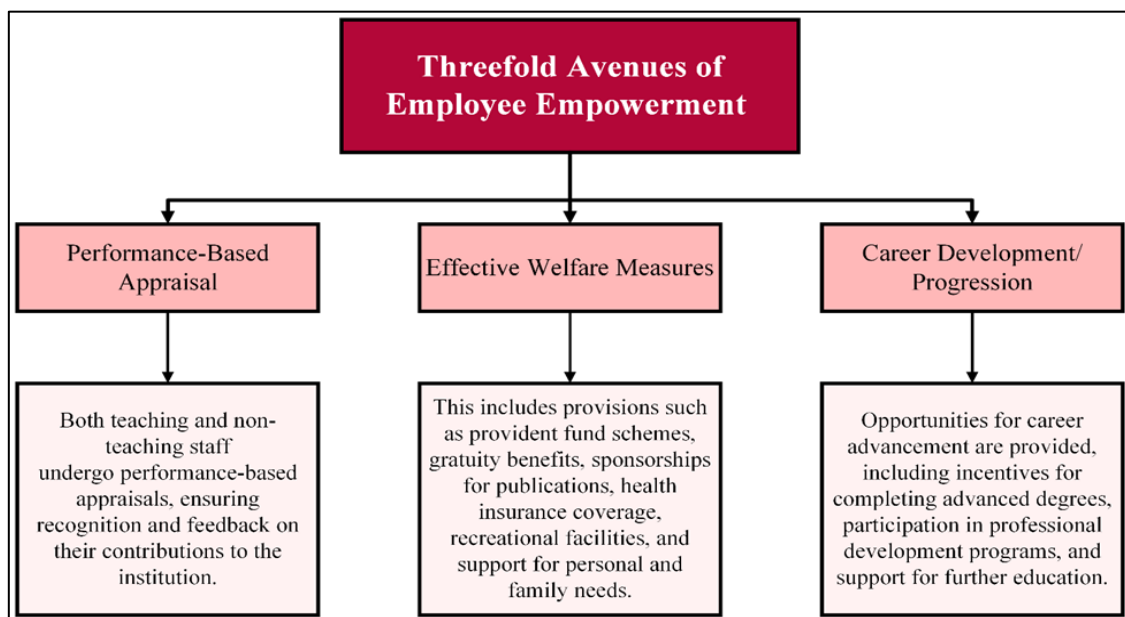


6.3.1 The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Strategies for empowering staff members of an institution are vital for fostering a dynamic and effective academic environment. These initiatives aim to enhance teaching quality, research productivity, and overall job satisfaction among staff members. Recognizing the importance of maintaining high levels of employee motivation and satisfaction, St. Xavier's College Jaipur has a **Performance Based Appraisal System (PBAS)**. It also offers **various welfare amenities and professional development opportunities** to their teaching and non-teaching fraternity to show its commitment towards their well-being.

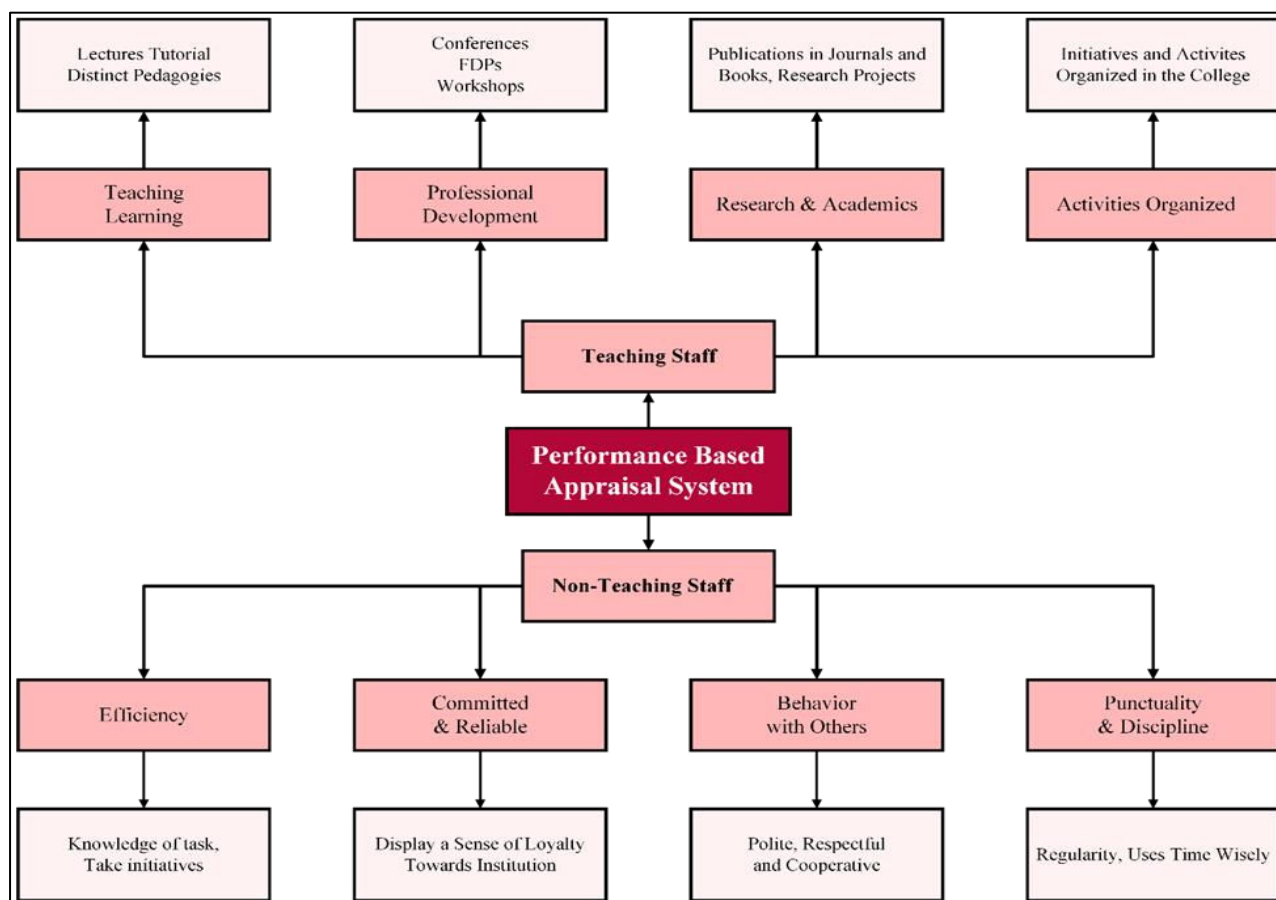
Threefold Avenues of Employee Empowerment



1. PBAS based on UGC Guidelines

The college has implemented a comprehensive PBAS to enhance professional satisfaction and reiterate that individual performance is closely aligned with broader organizational goals and perspectives. The PBAS mechanism entails self-evaluation by staff members, followed by assessment by the management to provide necessary feedback for their development and progress. The **PBAS considers teaching-learning pedagogies, research and academic contributions, activities conducted, and professional development**. Annual increment for faculty and staff is based on the appraisal system.

St. Xavier's College Jaipur
NAAC First Cycle (2018-19 to 2022-23)



2. Effective Welfare Measures

Welfare measures encompass a range of initiatives **catering to the diverse needs** of teaching and non-teaching staff members of the institution.

- **Health & Wellness Initiatives and Amenities:** Free COVID-19 Vaccination Camps, Annual Health Camps and Hygiene Awareness Sessions, Open Gymnasium, *Ayush Udhyan*, Wellness Room.
- **Safe and conducive working conditions:** Atmosphere of mutual respect, staff rooms with private workstations and cubicles, adequate resources, and ICT equipment for increased efficiency.
- CCTV cameras and the presence of women guards ensure a safe working environment.
- **Monetary Support:** Seed money for faculty research projects, Provident Fund, gratuity benefits, health insurance and support, concession in wards' fees in sister institutions, and monetary help to maintenance staff in case of family wedding or medical emergency.

- Establishing a **staff council for employee engagement** through various initiatives like celebrating festivals and birthdays, staff picnics, festival allowances and gifts, and offering summer and winter vacation.
- **Admission of staff wards** in sister institutions.
- Providing support for **paid medical and maternity leave**.
- **Refreshments & transportation** for staff during extended working hours.

3. Career Advancement



- **Career Enrichment and Encouragement for Professional Progression: Increment on completion of PhD**, academic leave for doctoral programmes, Swayam course exams, NET, SLET, further studies, refresher courses and orientation/induction programmes **are some of the steps taken to promote career advancement. Faculty without PhD are given NOC to enrol in PhD.**
- **Research Support:** Sponsorship for publication, academic leave and financial support for **participation** in conferences, FDPs, Seminars and Workshops and **seed money for undertaking Minor Research Projects are some of the initiatives.**
- **Training & Development Opportunities:** Training sessions focusing on emerging technologies and pedagogical advancements, FDPs and skill development courses, **capacity building workshops for teaching and non-teaching staff to promote professional advancement.**
- **Promotions and Performance Recognition** to boost the spirit of hard work **are done regularly.**

The college is committed towards prioritizing staff well-being, thereby fostering a culture of excellence and innovation, enhancing development and satisfaction.