



Annasaheb Dange College of Engineering and Technology,

Ashta, Tal. Walwa, Dist. Sangli, MS, 416301

An empowered autonomous institute affiliated with Shivaji University, Kolhapur.
[Accredited by NAAC with A++, Cycle Second]

Office of Dean [Institutional Performance and Quality Assurance]

Faculty Recognition (Appraisal Policy)

Policy Owner: Institutional Performance and Quality Assurance

Approval Authority: Director, ADCET, Ashta

Effective From: 18/04/2026

Review Cycle: Annual

1. Preamble & Objective

The Faculty Recognition and Annual Appraisal Policy establishes a transparent, objective, and data-driven framework to evaluate, appreciate, and reward the contributions of the faculty members at **Annasaheb Dange College of Engineering and Technology (ADCET), Ashta**. By utilizing the **Performance-Based Appraisal System (PBAS)**, this policy aligns individual faculty growth with the strategic goals of the institute, balancing academic delivery with research innovation, industrial engagement, and institutional development.

2. Scope

This policy applies to all full-time, regular teaching faculty members across all engineering, science, and humanities departments of ADCET, Ashta.

3. The PBAS Evaluation Framework (Core Parameters)

The annual performance appraisal is computed based on verified data submitted across nine distinct performance parameters. Each parameter holds a definitive weightage relative to the faculty cadre (Assistant Professor, Associate Professor and Professor).

1. Teaching Effectiveness & Course Management

- Student feedback metrics (minimum target: 80% and above).
- Examination result and target mapping.
- Use of innovative pedagogical methods, ICT tools, and digital course repositories.



- Timely preparation and submission of course files, NEP compliant lab manuals, and evaluation sheets.

2. Professional Development

- Participation in AICTE-approved FDPs, STTPs, NPTEL/Swayam certifications, and industrial training.
- Organization of workshops, seminars, or national/international conferences.

3. Research Publications

- Research papers published in peer-reviewed journals indexed exclusively in **Scopus, Web of Science (WoS), or UGC-Care list.**
- Presentation of high-impact research papers at reputed international conferences.

4. Sponsored Research

- Submission and sanctioning of external research proposals to central/state funding agencies (e.g., , AICTE , ISRO, DST, Ministries, Shivaji University, Kolhapur etc.)
- Amount of research grants brought into the institution.

5. IPR Contribution

- Invention and engineering product conceptualization leading to **Patents (Filed, Published, or Granted)** or registered Copyrights and Design Registrations.

6. Industry Engagement

- Execution of industrial testing, corporate consultancy projects, structural audits, or corporate software delivery.
- Securing revenue-generating industrial MoUs and handling corporate consulting assignments.

7. Extension and Outreach Activity

- Contributions made via National Service Scheme (NSS), rural technology transfers, community workshops, Unnat Bharat Abhiyan, or societal problem-solving.



8. Institutional Contribution

- Active involvement in strategic campus administrative bodies (e.g., Dean Portfolios, HOD office, Autonomous Cell, Exam Cell, Training & Placement Cell, NBA/NAAC/NIRF coordination committees).

9. Student Activity Supported

- Mentoring student projects for national competitions (e.g., Smart India Hackathon, BAJA SAE, Robocon).
- Guiding student technical clubs, competitive exam preparations (GATE/GRE/CAT), or student paper publications.

10. Portfolio assessment:

This evaluation parameter is mandatory and strictly applicable to all academic and administrative leaders, specifically including **Deans, Associate Deans, and Heads of Departments (HoDs)**.

The portfolio shall be assessed based on evidence-based contributions across the following key areas:

- **Strategic Planning & Execution:** Implementation of institutional goals, curriculum design or modernization, and department/school growth strategies.
- **Operational & Resource Management:** Efficient budget allocation, infrastructure utilization, and optimization of departmental/school resources.
- **Academic & Research Leadership:** Faculty mentorship, promotion of research grants, publications, industry collaborations, and student success initiatives.
- **Governance & Compliance:** Adherence to institutional policies, regulatory/accreditation requirements (e.g., NAAC, NBA, NIRF), and timely execution of administrative duties.

4. Self-Reflection, Achievements & Goal Mapping

Every faculty member must complete the qualitative summary section of the PBAS form, which guides the appraisal review committee on the following factors:



A. Overall Summary & Milestones

- **Major Achievements**
- **Major Contribution to the Institute:** Detailed breakdown of administrative responsibilities, academic curriculum development, active accreditation support (NBA/NAAC data compilation), laboratory/departmental infrastructural setup, or institutional policy formulation.

B. Analytical Self-Correction

- **Areas for Improvement:** Critical gaps identified based on individual self-reflection and academic review committee feedback (e.g., need to focus on Scopus indexations, increasing consultancy outreach, or shifting towards active learning pedagogies).
- **Goals for the Next Academic Year:** Concrete targets set by the faculty for the upcoming cycle covering:
 - Teaching: New course roll-outs or modern software tool integration.
 - Research & Funding: Target journals to target and specific funding calls to apply for.
 - Institutional & Student Development: Planned student club expansions or accreditation files to handle.

5. Performance Grading Matrix

Upon detailed verification of the cumulative PBAS score by the Institutional Performance and Quality Assurance Cell (IPQA), and the Director, the faculty member will be awarded one of the following performance grades:

- Outstanding: Top 10 %
- Excellent: 75th -90th Percentile
- Good: 50th -75th Percentile
- Satisfactory: 25th -50th Percentile
- Need Improvement: Bottom 25%



6. Rewards, Recognition & Corrective Actions

The annual grading mapped via the PBAS directly impacts rewards and human resource decisions within the institution:

- **Outstanding / Very Good:**
 - Eligible for early career promotions under the Career Advancement Scheme (CAS) into Dean or Leadership portfolios.
 - Felicitated with a formal Appreciation Letter.
- **Good / Satisfactory:**
 - Advised by the HOD to strengthen weak parameters over the next academic loop.
- **Need Improvement:**
 - The faculty member will be placed under the **Institutional Faculty Mentoring Track**, where a Dean or Professor will hand-hold them to bridge skills and track progress every quarter.


[Dr. Jyoti M Kharade]

**ASSOCIATE DEAN,
IPQA**


[Dr. Abhijitkumar A Jadhav]

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