

APPRAISAL COMMITTEE FOR FACULTY, OFFICIALS AND STAFF

SL. NO.	NAME	DESIGNATION	POSITION
1	Mr. Abhishek Saha	Asst. Professor (ECE), HOD Incharge	Coordinator
2	Mr. Dhritiman Mondal	Asst. Professor , CE	Member
3	Mr. Pratik Sarkar	Asst. Professor (EE), HOD Incharge	Member
4	Dr. Partha Pratim Pal	Associate. Professor, Physics (BSH) & HOD Incharge	Member
5	Mr. Uttiya Sarkar	Asst. Professor, English (BSH)	Member
6	Dr. Asish Mallick	AssociateProfessor (ME) ISM Dhanbad	External Expert
7	Dr.Alok Kanti Deb	Associate Professor (EE) IIT Kharagpur	External Expert

Broad functions:

- To Update /Prepare Appraisal Format according to the needs of the Institution from time –to -time
- To Update/ Prepare the of Appraisal Format according to the Regulatory Body Guidelines (Common)
- To Annex Vertical-wise / Program Specific Appraisal Criteria (Different for different category of staff like Admission / Examination/ Library etc.).
- To identify the Appraisal Parameters, to select the Success Criterion or Benchmark, to Determine the Minimal Qualifying Criterion and Determination of Promotion / Increment / Prize / Penalty of the Performers / under Performers.
- To maintain Appraisal Documents and Identify trend through mining information from the Appraisal Docs.
- To Scrutinize the above entire process for the future practice and to review the effectiveness of the Appraisal Systems
- To Measure Continuous Improvements of Institutional Performance through the above Appraisal Systems.