

Promotion Rules

Faculty Performance Appraisal Report (FPAR) is collected from every faculty members on annual basis. In this report, they are required to show the responsibilities they carried, duties performed, STTPs/FDPs attended, results of their subjects achieved, instructional methods adopted and the contribution they have made in the area of research and innovations during the period of appraisal. Research and innovation is necessary for their personal and professional development. Research enables the faculty to gain better subject knowledge; holistic thinking which gradually leads to expertise in the subject. Moreover, research enables them to deal with the continuous modification and changes in technology and effective implementation of curricula. Furthermore, in present scenario, faculty members of Higher Educational Institutions have to perform duties and responsibilities on various fronts; besides teaching and research, faculty members have to perform administrative duties too. Moreover, they are also expected to provide services to the industry and community for understanding and contributing to the solution of real life problems in industry/society. Additionally, faculty members have to work in harmony with colleagues, Head of the department and head of the institute. Therefore, an effective performance appraisal system for Faculty is vital for optimizing the contribution of individual Faculty to institutional performance. We have adopted API based Performance Based Appraisal System (PBAS) which contains following criteria to measure performance of faculties.

API	Evaluation Criteria
API-I : Teaching, learning and evaluation related activities	<ul style="list-style-type: none">• Lectures, Seminars, Tutorials, Practical Contact Hours• Reading / Instructional material consulted and additional knowledge resources provided to students.• Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement, etc.• Examination Duties Assigned and Performed


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API – II: Co-curricular, extension, professional development related activities	<ul style="list-style-type: none"> • Extension, Co-curricular & field based activities • Contribution to Corporate Life and Management of the Institution. • Professional Development Activities
API-III : Research, publications and academic contributions	<ul style="list-style-type: none"> • Published Papers in Journals • Articles/Chapters published in Books • Full Papers in conference Proceedings • Books Published as single author or as editor • Ongoing Projects / Consultancies • Completed Projects/Consultancies • Research Guidance • Training Courses, Teaching-Learning-Evaluation Technology Programs, Faculty Development Programs (not less than one week duration) • Papers presented in Conferences, Seminars, Workshops, Symposia • Invited Lectures and Chairmanships at National or International conference/seminar, etc.

- Faculty appraisal system is well defined and transparent. Faculties are required to fill their appraisal report (FPAR) at every year in the month of April. All the reports are reviewed by senior officer of two levels. After careful review, it is shown to the faculty to let him/her know his/her performance. The reports are then sent to the principal for further process.
- The whole appraisal system is transparent and time bound. For faculty development, at every year, all the appraisal reports are to be reviewed are considered to be eligible for the due increment/promotion.
- Apart from faculty development system for promotion, it is also used to provide a change in grade pay from time to time.




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Table 1 Criteria for AGP movement from 6000 to 7000

Sr. No.	Criteria	AGP Movement 6000 to 7000
1	SERVICE LENGTH	7 YEARS IN AGP 6000 for ME, and 6 YEARS IN AGP 6000 for Ph.D.
2	API CATEGORY-1	40 Marks (60% of Max)
3	API CATEGORY-2	25 Marks (50% of Max)
4	API CATEGORY-3	15 Marks (30% of Max)
5	AUTHORITY	SCREENING COMMITTEE
6	CR/PSAR REVIEW	GOOD OR ABOVE

Table 2 Criteria for AGP movement from 7000 to 8000

Sr. No.	Criteria	AGP Movement 7000 to 8000
1	SERVICE LENGTH	5 YEARS IN AGP 7000
2	API CATEGORY-1	40 Marks (60% of Max)
3	API CATEGORY-2	25 Marks (50% of Max)
4	API CATEGORY-3	15 Marks (30% of Max)
5	AUTHORITY	SCREENING COMMITTEE
6	CR/PSAR REVIEW	GOOD OR ABOVE

Table 3 Criteria for AGP movement from 8000 to 9000

Sr. No.	Criteria	AGP Movement 8000 to 9000
1	SERVICE LENGTH	3 YEARS IN AGP 8000
2	API CATEGORY-1	40 Marks (60% of Max)
3	API CATEGORY-2	25 Marks (50% of Max)
4	API CATEGORY-3	15 Marks (30% of Max)
5	AUTHORITY	SCREENING COMMITTEE
6	CR/PSAR REVIEW	GOOD OR ABOVE



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- The faculty members are given career advancement on the basis of PBAS points obtained during the assessment period. The eligible faculty member aspiring for career advancement needs to submit his/her application, which is scrutinized by the reviewer committee in the Institute.

Norms to promote to Associate Professor:

[A] Ph. D. with 5 yrs. teaching/research/industry experience out of which 2 yrs. shall be post Ph. D. is desirable.

AND

[B] Minimum qualification as per Assistant Professor.

Norms to promote to Professor:

[A] Minimum qualification as per an Associate Professor.

AND

[B] 10 yrs. teaching and/or industrial and/or research experience of which at least 5 yrs. should be at the level of Associate Professor.

OR

[A] Minimum 13 yrs. experience in teaching and/or research and/or industry. Industrial experience shall be at the managerial level, equivalent to professor with active participation in designing, developing, planning, executing, analyzing, quality control, research paper/publications/patents, training etc. deemed fit by selection committee.

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