

## **PERFORMANCE APPRAISAL SYSTEM FOR TEACHING AND NON-TEACHING STAFF**

In our institution, JMF'S ACPM Dental College we have a fair performance appraisal system for both teaching as well as non-teaching staff. There are specific forms which are to be filled by staff every year. The form contains questions regarding the development and enhancement of knowledge, skills related competencies and various experiences.

Here in our institute, we have sufficient full time staff as per the norms of Dental Council of India and Maharashtra University of Health Sciences, Nashik. Our teaching staff comprises of renowned faculty from different disciplines with excellent clinical and academic experience. Along with that they have tactful communication and soft skills to handle variety of patients in the department. The entire teaching staff members have essential computer knowledge required for smooth functioning of their day to day work. The staff is enthusiastic in organizing and attending a variety of faculty development programs like, continuing education programs, workshops, teacher training programs, symposiums, de-addiction programs, conferences and conventions. Screening and treatment camps are regularly conducted in and around vicinity of Dhule district to reach the unreachd and under-privileged section of society. Also on the research front, our staff is very passionate. Research is like day to day activity for us here and we are abided to instill the same attitude in our under-graduate and post-graduate students too. The staff members have many national / international publications, textbooks in their names. Many projects with government grants, various funding agencies are going on in our institute. We also have many research collaborations and memorandum of understanding with various institutes and companies to enhance and exchange the quality of research work. The entire team of staff is empathic towards patients and swore to do best what they could, for the patients. They put their heart in conducting theory classes and clinics physically as well as virtually for students and to develop the necessary skills in them to make them superior doctors in the near future. They also look into overall personality development of the student rather than just academic skills.

Not to forget the non-teaching staff who are equally enthusiastic in holding the flag of institute high. We have a different appraisal form which in to be filled by the in-charge of the department on behalf of the non-teaching staff, every year. We in our institute organize various kinds of faculty development programs for non-teaching staff too. They also take immense interest to acquire new knowledge and learn newer skill through such programs. The entire non-teaching staff here is skilled, well behaved, students and patients friendly; and soft spoken.

About 60% non-teaching staff has adequate knowledge of computer which is needed for work purpose. They also have been trained to follow cleanliness, keep everything sanitized and hygienic and while doing so to keep the beauty of the nature untouched.

Teaching staff, non teaching staff along with our passionate principal and the management work together harmoniously towards betterment of this institute in best possible way.

JME'S ACPMDC