

A Study of AICTE 360 Feedback System in 7th PAY Regulation-in the Perspective of a Teaching Faculty in AICTE Approved Diploma Level Institution in Chhattisgarh, India

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Abstract

The main aim of this paper to identify the new student/faculty reward programme implemented by AICTE, New Delhi in collaboration with the Smart Cookie Rewards Private Limited (having MoU with AICTE, New Delhi) for the technical institutions in order to purview in its 7th pay regulations. This paper investigate to find all aspects of the mentioned student/faculty reward program in the outlook of a technical faculty of a diploma level institution in Chhattisgarh in which , all data are captured in this portal.

Key words- 360 –degree feedback, AICTE, Technical Institution, Polytechnic

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I. INTRODUCTION

In Higher / Technical Education teaching technique, a milestone decision has been taken. In this regard students will have a own view on the promotion and performance of teaching faculty. Under this system students will grade teaching performance based on teaching objective & students personal experience .

The Union HRD minister Mr. Ramesh Pokhriyal Launched above initiative of AICTE-360 degree Feedback of teaching faculty on 19 September 2019. 360 feedback for faculty/Educators is a shift from the conventional one-on-one performance appraisal process. This method helps to analysis how they can better themselves and give proper direction to enhance their teaching skills. It serves as a best guide to achieve their teaching goals. The HRD department of India has implemented 360 feedback in 7th pay Commission under the recommendation of AICTE, New Delhi. According to this it play key role for overall development in teaching pattern and also its impact as perceived by other key stake holders of the college education process. In the initial stage of this system, establishment of data which act as framework and maps for faculty, students and subject/courses to capture the all required data at source through online mechanism.

The evaluation of 360 degree feedback system started by self- reporting of the faculty in their teaching process as well as other contribution to the department, institute and society by the faculty themselves. They will mark their performance over a value of 25 and 10 respectively. The departmental work done by the faculty has been reported by HOD and it mark a value of 20 marks. 10 marks would be considered for the Institute activities and by the Principal of the Institute and 10 marks for every faculty as ACR (Annual Confidential Report). The most important part of this system is that , students give their feedback in a feedback form, consisting of 14 questions in objective type in which they have to grade on the scale of 1 to 5. This feedback form will consist of 25 marks and making complete 100% feedback as (total 25+10+20+10+10+25=100%). An online framework has been developed by Smart Cookie Rewards Pvt. Ltd having MoU with AICTE, New Delhi to collect feedback data.

The 360 degree feedback system will further summarize & share the collected data for the Department/Institute/College management for giving increments and promotions for the faculties. Also AICTE, New Delhi, will provide regulatory compliance to ensure transparency and fairness of the process.

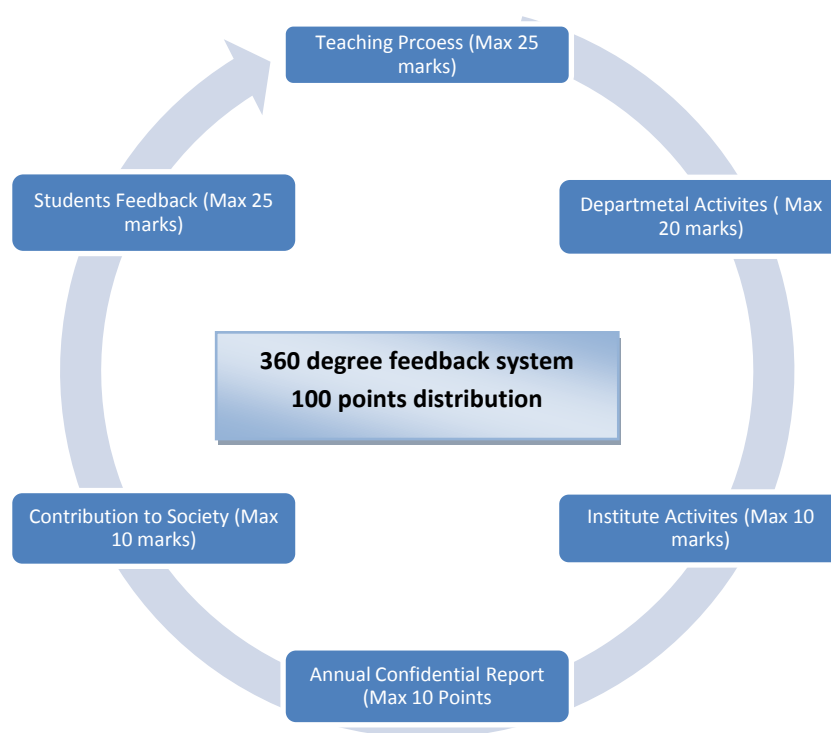


Figure no1. Block Diagram of 360 degree feedback parameters and distribution of 100 marks. The various assessment criteria are given in figure 1.

II. TEACHING PROCESS

The evaluation of teaching process is started with time table, which provide complete picture of teaching load on individual faculty in their department. It provides the following information:

- ✓ How many subject/subjects allotted to individual faculty
- ✓ Total number of teaching hours in both theory as well as practical subject for individual faculty per week/semester

Total teaching load for individual faculty in diploma level institution has been mentioned in Table 1, which is recommended by 7th pay commission.

Table no1. Teaching load of individual faculty in Diploma Level Institution.

Designation	Teaching load per week
Principal	06 hr
Head of the department	16 hr
Lecturer	18 hr

In the AICTE, affiliated Diploma Level Institution, faculty do following activities which are considered as teaching process. The list of these activities are mentioned in Table 2.

Table no 2 . List of various work done by the faculty.

S.No	Teaching Activities
1	Subject Lecturers
2	Subject Tutorials
3	Subject Practical
4	Poster Presentation/ Paper Presentation/ Seminar
5	Implement Advanced & innovating teaching methodologies
6	Updating syllabus content
7	Course Improvement
8	Imparting Knowledge /Instructions with models and live projects
9	Encourage Speech/Presentation
10	Brainstorming Practices for students

11	Peer review writing Task
12	Updating & designing of curriculum, syllabus review committee
13	Preparation of study material like Notes
14	Using ICT for teaching
15	Developed Question bank for practicing
16	Publication of Research Paper
17	Publication of Book Chapter
18	Publication of text book
19	Developed Lab Manual
20	Project Guidance for UG student
21	Ensuring Research Project grant
22	Flying Squad
23	Exam Coordinator, Exam Superintendent
24	Examination related work, Question Paper setting, Invigilation, Internal Examiner, External Examiner, Answer sheet Checking, Observer
25	Admission Work
26	Work related to Institute Accreditation
27	Consultancy services
28	Organize Teacher Training Programme/ FDP
29	Participation in Faculty Development Programme
30	AICTE, CSVTU & DTE affiliation related work

Distribution of marks in Teaching Process- Maximum marks for teaching process is given 25 and details of this have been keyed –in by individual faculty in AICTE-SMARTCOOKIE web-portal. The actual format for evaluating points is given below (Table 3).

Table no 3. Format of tabulation of mark for teaching activities.

S.No	Semester	Branch	Subject Code	Number of classes scheduled	No. of actually held classes	Marks Obtained (Max.25)	Enclosure With annexure no.
				(A)	(B)	(B)/(A)*25	Personal Course file & Time Table
Illustration Purpose				150	145	(145/150)*25=24.16	

III. STUDENT FEEDBACK

There are 14 objective questions given to students in feedback form (Table 4). As per personal experience students gives point for their overall teaching skill for their subject faculty. On the basis of their answer calculation has been done.

Table no 4. Format of questions given in feedback form.

S.no	Description	Very poor(1)	Poor (2)	Good (3)	Very Good (4)	Excellent (5)
1	Has the faculty covered entire syllabus prescribed by CSVTU/DTE/College Board?					5
	Has the faculty covered relevant topics beyond syllabus?					5
	Effectiveness of faculty in terms of (i) Technical/Course content (ii) Communication skills (iii)Use of teaching aids				4 4	5
	Pace at which the course content covered			3		

	Motivation and inspiration for students to learn				4		
	Support for the development of student skill						
	(i) Practical demonstration					5	
	(ii) Hands on training					5	
	Clarity of expectations of students				4		
	Willingness to offer advice and help to students		2				
	Total (11 parameters max 55 marks)	Exemplify Purpose					46

Calculation of marks based on above exemplify, If $X = (46/55) * 25 = 20.90$

If 60 students have been given their feedback, then SUM of 60 students feedback marks as per $(X)/60 =$ Average marks. The marks are summarized as below.

Table no 5. Format of tabulation of student feedback parameters in 360° feedback system.

S.No	Semester	Branch	Subject name/Code	Average student feedback on the max 25 marks scale	Enclosure Student list

IV. DEPARTMENTAL ACTIVITIES

The Head of Department (HOD) can be assigned different department along with the teaching work. Table 6 gives information regarding departmental work. All activities enlisted below.

Table no 6. List of Departmental work.

S.No	Departmental Activities
1	Lecturer Time-Table in- Charge
2	Attendance in-charge
3	Lab in-charge
4	Tutorial in-charge
5	Mentoring in-charge
6	Departmental Assessment in-charge
7	Student Counselor
8	Departmental Class-Test in-charge
9	Departmental exam Coordinator
10	Student workshop/Training in-charge
11	Departmental record in-charge
12	Departmental Budget in-charge
13	Maintenance in-charge
14	Accreditation Coordinator
15	Placement Coordinator
16	Communication in-charge
17	Departmental workshop/Seminar/Quiz/Paper Presentation/Competition in-charge
18	Departmental R& D in-charge
19	Housekeeping in-charge
20	Departmental Purchasing in-charge
21	Consultancy in-charge

3 point for each departmental work has been given for each semester. The maximum 20 marks have been credited for each faculty. The following table 7 gives information for calculation and tabulation.

Table no 7. Format of tabulation of department activities in 360° feedback system.

S.No	Branch	Semester	Assigned Work	Credit point	Criteria	Enclosure
	Electrical	4	Lab in-charge	3		
	Electrical	6	Student Counselor	3		
	Electrical	4	Departmental record in-	3		

			charge			
	Electrical	6	Departmental R& D in-charge	3		
	For Illustration, Total			12		

V. INSTITUTIONAL ACTIVITIES

The principal of the institute gives following work to an individual faculty as whole sole responsibility for smooth and proper running of institute . The maximum 10 point has been credit for institutional work. Enlisted work mentioned in table 8.

Table no 8. List of institutional work.

S.No	Institutional Activities
1	Design syllabus, curriculum review committee
2	Institute Academic Calendar design committee
3	Admission Committee
4	Accreditation Work
5	Training Placement Committee
6	Affiliation approval Committee
7	AICTE approval Committee
8	Purchasing Committee
9	Discipline Committee
10	Anti-ragging Committee
11	Research & Development Cell
12	VISHAKAA Committee
13	Girl's Hostel Committee
14	Boy's Hostel Committee
15	Store in-Charge
16	NCC/NSS/Swach Bharat
17	Workshop/Conference/Seminar organizing Committee
18	TTP/FDP organizing Committee
19	Exam Coordinator
20	Flying Squad
21	Tapping Research Grant
22	Consultancy Services
23	Stock Verification Committee
24	Election Duty

2 Credit point given for each work in every semester except NSS/NCC/ Swach Bharat, For this 4 credit point is given for every semester and maximum 10 point credit for institutional work. The credit point has been calculated as below mentioned in table 9.

Table no 9. Format for tabulation of institutional credit point.

S. No	Semester	Work	Credit Point	Criteria	Enclosure
1	4	Exam Coordinator	2		
2	2	Girl/s Hostel Committee	2		
3	6	Research & Development Cell	2		
4	2	NSS	4		
For Illustration, Total			10 (Max 10 point)		

VI. Annual Confidential Work (ACR)

The principal of the institute make ACR for individual faculty, based on the work assigned by him/her. The ACR is maintained by the principal on institute level and maximum credit point is 10. The credit point highlights the level of performance of the faculty (table 10).

Table no 10. Level of performance according to credit point.

Credit Point	Level of Performance
10	Extraordinary
9	Excellent
8	Very Good
7	Good
5	Satisfactory

The summary of credit point has been also tabulated year-wise. The format of tabulation is mentioned in table 11.

Table no 11. Format of tabulation of ACR credit point year-wise.

S.No	Year	Work	Credit Point	Level of performance	Enclosure

VII. CONTRIBUTION TO SOCIETY

The data regarding the contribution toward society is to be keyed in AICTE-SMART COOKIES portal by individual faculty. The maximum 10 credit point is given and 5 credit point for each work related to contribution toward society. Table 12 enlisted few work which considered as contribution to society.

Table no 12. The list of activities for society contribution.

S.no	Contribution to Society
1	Awareness Programmers on local/district level
2	Blood donation Camp
3	Yoga jagrup Aviyan
4	Induction Programme
5	Swatch Bharat Aviyan
6	PMKVY
7	Membership of Social Organization
8	Awareness Rally
9	Social Services with the help of students

The format of tabulation of credit point for society contribution given in table 12.

Table no13. Format of tabulation of contribution to society credit point.

S.No	Department	Work	Credit Point	Criteria	Enclosure

VIII. FINAL REPORT

The shared & collected data from the department /Institute /Institute management have been automatically summaries by the system. This will help to give increment and promotion to the individual faculty. In this regards, AICTE also provide regulatory compliance to ensure transparency and fairness of the 360° feedback process. The overall marks tabulated in previous academic three years as given below (table 13).

Table no 14. Format of overall tabulation of total marks in previous three academic year.

Summary	Academic Year 1	Academic Year 2	Academic Year 3
Teaching Skill (Max 25 marks)			
Feedback by students (Max 20 marks)			
Departmental Work (Max 20 marks)			
Institution Work (Max10 marks)			
ACR (Max10 marks)			
Contribution to society (Max 10 marks)			
Total (Max 100 marks)			
Total on 10 point scale			

IX. CONCLUSION

There are six parameters for the complete analysis of skill and effort of the faculty. The 360° feedback process provides data of self-supporting work done by the individual faculty in their institute. Like it starts with teaching skill and ends with the contribution to society. Including that, HOD are given credit points (max 20 points) for the fulfillment of work assigned by the head of department as departmental activities. The principal of the institute also gives additional responsibility as institutional work. The principal marks 10 points maximum as institutional work and an annual confidential report of individual faculty in scale. The most important part of this system is feedback by students. The students give answers to 14 objective questions according to their personal experience towards individual faculty who taught them. An online Framework has been developed to facilitate the 360° feedback system by AICTE, New Delhi in association with Smart Cookie Rewards Pvt. Ltd (having MoU with AICTE) to collect the feedback data. For the correct calculation of marks it is essential for individual faculty to have enclosed supporting documents for the data they are providing and the principal of the institute/HOD must give office / departmental orders for the assigned duties/responsibilities.

Reference

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