

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

"Exhibit B"

I, **FRANK BRITZ V. CADAVIS**, a faculty member of the **DEPARTMENT OF TEACHER EDUCATION** commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **JULY TO DECEMBER 2023**.

FRANK BRITZ V. CADAVIS

Instructor I

Date: 12-5-2023

Approved:

MARILOU B. PEÑEDA

Department Head

Date: 12-15-23

QUENSTEIN D. LAUZON

Chancellor

Date: 01-19-24

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned							
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							
	PI 9: Number of instructional materials developed *	A5 . Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							

		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof						
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught						
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.						
		A 6 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor						
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom						
	PI 10 . Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal						
UMFO 2. HIGHER EDUCATION SERVICES									
OVPI UMFO 3. Higher Education Management Services									
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	6	10.95	5	5	5	5
		A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	2	4.8	4.8	4.8	4.8
		A 11 . Number of INC forms with grade submitted within prescribed period	Facilitates students in their completion of the subject and submits completion forms with	2	5	4.8	4.8	4.8	4.8
		A12 . Number of trainings attended related to instruction	Attend mandated trainings	3	4	4.8	4.8	4.8	4.8
		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	8	11	5	5	5	5

	<u>A14</u> . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	8	8	4.8	4.8	4.8	4.8	
	<u>A15</u> . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	0	0					No lab course handled
<u>PI 8</u> : Number of students advised: *	<u>A16</u> . Number of students advised:	Acts as academic adviser to students							
	<u>A17</u> . Number of students advised on thesis/ field practice/special problem:								
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript							
	<u>A18</u> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades							
<u>PI 9</u> : Number of student organizations advised/ assisted *	<u>A19</u> . Number of Student organizations advised	Advises student organizations recognized by USOO							
	<u>A20</u> . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
<u>PI 10</u> : Number of instructional materials developed *	<u>A 21</u> : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	1	1	4.9	4.9	4.9	4.9	
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	4.9	4.9	4.9	4.9	
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	5	8	5	5	5	5	

		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	8	19	5	5	5	5	
		A 23 : Number of on-line course were reviewed by TRP & edited by MMDC editor	Submits the course were duly reviewed by TRP for editing by MMDC editor	1	1	4.9	4.9	4.9	4.9	
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	1	4.9	4.9	4.9	4.9	
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		Agency/firm/industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
UMFO 3 . RESEARCH SERVICES										
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A27. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	Conducts research for possible utilization by industry or other beneficiaries							
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year	1	0	4.5	4.5	4.5	4.5	ongoing research
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication	1	0	4.5	4.5	4.5	4.5	

		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>								
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences	1	0	4.5	4.5	4.5	4.5	
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	PI 5. Percent of research proposals approved *	A 31. Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	1	0	4.5	4.5	4.5	4.5	
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)								
		A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer	Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper							
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
UMFO 4. EXTENSION SERVICES										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained	Identifies and links with probable partners for extension activities and maintains this active partnership							
	PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implements duly approved extension projects							

	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	A 39. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	Provides quality and relevant training courses and advisory services							
	PI 5. Number of technical/expert services	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	Research Mentoring	Research Mentor			1	4.9	4.9	4.9	4.9	Extension Activities on Research Skills Development
	Peer reviewers/Panelists	Peer reviewers/Panelists			1	4.9	4.9	4.9	4.9	
	Resource Persons	Resource Persons			2	4.9	4.9	4.9	4.9	
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant			1	4.9	4.9	4.9	4.9	
	Evaluator	Evaluator								
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *								
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							

UMFO 5. SUPPORT TO OPERATIONS									
OVPI MFO 4. Program and Institutional Accreditation Services									
PI 8. Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015*	A 44. Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015*	Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member	zero non-conformity	zero non-conformity	5	5	5	5	
	A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant	100% compliant	5	5	5	5	
	On program accreditations								
	On institutional accreditations								
UMFO 6. General Admin. & Support Services (GASS)									
As Campus Registrar									
PI 1. Student Enrollment	A 46. Number of students officially enrolled and registered via the Student Portal (online enrollment).	Attends to students who wants to enroll in offered degree programs (2nd semester, AY 2022-2023 and 1st semester, AY 2023-2024)	2050 student enrolled	1.02%	5	5	5	5	2071 students enrolled for the 1S, AY 2023-2024
	A 47. Percentage increase in number of undergraduate students enrolled (incoming freshmen only)	Evaluates the increase in enrollment of incoming freshmen		9.30%	5	5	5	5	Enrollment Summary for Freshmen: 1S, AY 2022-2023 - 516 1S, AY 2023-2024 - 564
PI 2. Request and Issuance of Student Records	A 48. Number of diploma, TOR, and certifications prepared, processed, signed, sealed and released as <u>1st issuance</u> to graduates	Prepares and releases diploma, TOR, and certifications to 1st-time graduate requesters	250 documents released as 1st issuance	374.4%	5	5	5	5	1186 documents released as 1st issuance
	A 49. Number of scholastic records/credits (TOR, diploma, certifications, ID validation, etc.) checked, evaluated, verified, signed and released	Prepares and releases scholastic records (TOR, diploma, certifications, ID validation, etc.) as succeeding copy	1500 records released	269.2%	5	5	5	5	5538 documents released
PI 3. Student Graduation and Recognition Rites	A 50. Number of times graduation/commencement-related activities are acted upon	Plans and acts on the preparations of the annual graduation/ commencement exercises	1 graduation activity	100%	5	5	5	5	1 graduation activity

		A 51. Number of graduates in mandated programs within prescribed period	Evaluates and recommends students vying for graduation as per university and CHED guidelines	380 students who graduates on time	16.3%	✓	✓	✓	✓	442 students who graduates on time
		A 52: Number of prospective honor graduates identified, ranked, and results reported	Evaluates and ranks the grades of prospective honor graduates and presents their names to the Academic Council for approval	50 prospective honor graduates identified and results reported	288%	✓	✓	✓	✓	194 honor graduates
	PI 4. Admission Services (VSU CAT)	A 53. Number of new students (freshmen, transferees, and 2nd coursers) who applied and took the VSU College Admission Test	Receives CAT applications via the Admission Portal	1100 VSU CAT applicants	154.1%	✓	✓	✓	✓	2,795
		A 54. Number of VSU CAT takers whose application credentials were evaluated and approved to take the examination	Evaluates and approves CAT applications for actual examination	980 VSU CAT applicants	123.3%	✓	✓	✓	✓	2,188
		A 55. Number of CAT examinees managed/proctored during the actual examination	Proctors/Manages examinees for VSU CAT	450 examinees						No staff of the RO was assigned as proctor
		A 56. Number of VSU CAT passers announced	Announces the total number of qualifiers and their names in the official social media platforms	650 passers announced	-12.30%	48	48	48	48	570 VSU CAT Passers
	PI 5. Updating, Digitization, and Record-keeping of Student Information and Documents	A 57. Percentage of student records updated, sorted, prepared, checked, filed, systematically stored and secured in designated shelves in the Records Room	Updates, sorts, and files student records systematically in designated shelves in the Records Room	90%	90%	✓	✓	✓	✓	219 out of 542 student records were updated, sorted and stored in the Records Section
		A 58. Percentage of student information encoded/updated and stored in the CumulusOne	Encodes and updates student information in the CumulusOne system	85%	109 student information encoded and updated in CumulusOne	475	475	475	475	
		A 59: Number of inactive records scanned and stored in electronic copies	Scans and stores inactive student records in electronic copies	5% of the total inactive records						No assigned staff due to lack of manpower
	PI 6. Implementation of Government- and University-based Regulations and Policies	A 60. Number of times information are acted upon (in consideration with Data Privacy Act, FOI, VSU Code and Standards)	Acts on information based on Data Privacy Act, FOI, VSU Code and Standards	10 information acted upon	100%	✓	✓	✓	✓	21 out of 21 requests (Most requests are for data collection for research)

		<u>A 61.</u> Number of times government, university, and campus regulations are enforced	es government, university, and campus regulations	5 regulations enforced	7 regulations enforced	5	5	5	5	(Strict implementation of: (1) Filing of Leave of Absence prior to leaving the University; (2) Filing of Letter of Intent for Readmission for AWOL students; (3) Prompt Submission of Final Grades to OCR; (4) Imposition of Penalty for Late Submission of Grades; (5) Completion of INCs within the 1-year compliance period; (6) Client's Data Privacy; (7) Anti-Red Tape in Government Frontline Services)
	PI 7. Preparation, Assessment and Approval of Documents, Reports, and Forms	<u>A 62.</u> Number of documents reviewed and approved	Reviews and approves documents	1000 documents reviewed and approved	572.4%	5	5	5	5	6724 documents reviewed and approved for release
		<u>A 63.</u> Number of reports generated, approved, and released to different offices	Generates and approves reports and releases to different concerned offices	10 reports generated and released to offices	10.0%	5	5	5	5	11 (Enrollment Data, No. of Graduates, etc.)
		<u>A 64.</u> Percentage of validated and approved gradesheets on time	Validates and approves gradesheets on time	80% gradesheets submitted on time	81.2%	5	5	5	5	276 out of 340 gradesheets submitted and received on time
	PI 8. Preparation of Class Scheduling and Room Utilization	<u>A 65.</u> Percentage of completion of class schedule prepared	Finalizes the list of class schedules	90% of class schedules finalized on time	96%	5	5	5	5	
		<u>A 66.</u> Percentage of utilized classroom for instruction during class scheduling	Checks the classroom utilization for instruction during class scheduling	90%	96%	5	5	5	5	51 out of 53 rooms utilized (2 CHINA rooms unused)
	PI 9. Supervision and Monitoring of Human Resources	<u>A 67.</u> Number of personnel supervised and monitored, and offices consulted and coordinated.	Supervises and monitors OCR personnel	4 personnel	3 staffs (Ms. Lea Pagpagon, Mr. Edrian Carbo, Ms. Jasmin Brillo)	4.8	4.8	4.8	4.8	2 additional staff (for new programs) approved by the Chancellor, but available funds are limited
		<u>A 68.</u> Number of times office personnel are being trained, coached and/or given feedback conference	Sends OCR personnel to trainings, and coach and give them feedback for better public service	2 trainings	150%	5	5	5	5	3 coaching sessions (Coaching on: (1) Use of the TOR issuance via CumulusOne; (2) Updating of courses for TPES; (3) Use of the Admission section)

	PI 10. Committee Chairmanships and Memberships	A 69. Number of committees assigned and designated and committee meetings attended	Coordinates the committee chairmanships and memberships and attends committee meetings	3 committees designated and meetings attended	200%	5	5	5	5	6 committees (Honors and Awards Committee, AdHoc Committee for 2023 Graduation, Curriculum Committee, Committee on Changing Grades, Advisory Committee, Admission and Retention Committee)
	PI 11. Zero percent complaint from clients served	A 70. Customerly friendly frontline services	Provides customer friendly frontline services to clients	95%	98%	5	5	5	5	
			Answers queries of clients in the official Facebook account and email of the OCR	300 correspondences responded	70%	4.75	4.75	4.75	4.75	488 out 510 responses
			Answers queries of employees served on time related to OCR services	80%	99%	5	5	5	5	(both via personal and other means (email, chat, phone calls))

As Head of Media and Information Systems and Technology (MIST)

	PI 12. IT and Systems Infrastructure Services	A 71. Number of additional internet service provider as backup connection.	Searches and recommends new ISP	1 new ISP	100%	5	5	5	5	PLDT fully installed.
		A 72. Number of data/resource-based systems/portal created and implemented	Evaluates and implements data system	1 system/portal	100%	5	5	5	5	Implemented and managed Online Document Request Transaction Portal using JotForm.
		A 73. Number of CCTV cameras installed and operationalized	Supervises the installation of CCTVs in strategic locations of the campus	10 newly installed CCTVs						* CCTV surveillance system outside KOICA Administration building has not yet implemented. * The supplemental budget request to procure the necessary equipment and accessories for CCTV surveillance system installation has made no progress.
	PI 13. Technical Support Services	A 74. Number of VSU email created for faculty and staff	Creates VSU email of new employees	3 emails created	140%	5	5	5	5	7 new VSU email accounts created

		A 75. Number of VSU email recovered for faculty and staff	Is VSU email of employees for them to access	3 emails recovered	33%	✓	✓	✓	✓	1 VSU email account reset
		A 76. Number of offices/buildings connected to the internet service through CPE or line-based connection	Supervises the installation of CPE units or line-based connections between the server room and recipient	3 offices/buildings	33%	4-75	4-75	4-75	4-75	1 office (USSC) is connected to the campus internet network.
	PI 14. Administrative and Support Services Management	A 77. Number of MIST personnel directly supervised	Supervises and monitors MIST personnel	1 IT personnel (JO); 1 web developer (JO); 1 IT staff	75%	✓	✓	✓	✓	2 personnel directly supervised. 1 Computer Programmer and 1 IT personnel.
		A 78. Number of linkages with external agencies created and maintained	Links with other agencies in the improvement of IT and MIS of the campus	1 IT Linkage	300%	✓	✓	✓	✓	Existing Free Go-WiFi with Globe Telecom, DICT free Wi-Fi for all project and AER-related linkage on Data Analytics/Science
		A 79. Number of Committee assignment performed	Determines the committee chairmanships and memberships and attends committee meetings	3 (Crisis Management Committee; DRRM - Communication Team; local COVID-19 Taskforce - Communication)	300%	✓	✓	✓	✓	9 committees (Honors and Awards Committee, AdHoc Committee for 2023 Graduation, Curriculum Committee, Committee on Changing Grades, Advisory Committee, Admission and Retention Committee, Crisis Management Committee; DRRM - Communication Team; local COVID-19 Taskforce - Communication)
	PI 15. Frontline and Public Affairs Services	A 80. Number of online queries answered (through Facebook and VSU Tolosa Information Email)	Answers queries of clients in the official Facebook account and email of the Public Information Unit of VSU Tolosa	150 of queries answered	185%	✓	✓	✓	✓	Responded 390 queries.
		A 81. Number of Facebook pages under VSU Tolosa domain supervised (as administrator with editors and moderators)	Monitors and supervises official Facebook pages of offices, units, and student organizations either as admin or moderator	2 new FB pages and/or other social media accounts for management	150%	✓	✓	✓	✓	Obra Malaya Club Wordcrafter's Number Masters League

		A 82. Number of online posting for wide public information (through official VSU Tolosa Facebook page)	information and/or announcements via the VSU Tolosa Official FB Page	42 online postings	271%	5	5	5	5	114 online postings (as of December 5, 2023)
		A 83. Number of school-related events livestreamed	Supervises the livestreaming of significant events	10 livestreamed events	70%	4.8	4.8	4.8	4.8	7 livestreamed events
	PI 16. Compliance to RA 10173 (Data Privacy of 2012)	A 84. Percentage of approved documents following the tenets of RA 10173 (e.g. non-exposure of sensitive personal information such as birthdate, age, contact number, email address, etc.)	Approves documents following RA 10173	100% compliant to RA 10173	100%	4.9	4.9	4.9	4.9	
		A 85. Percentage of RA 10173-compliant approved documents needed to be publicly disseminated through official school accounts (e.g. Facebook, VSU email, etc.)	Approves the dissemination of RA 10173-compliant documents	95% compliant	100%	4.9	4.9	4.9	4.9	
		A 86. Percentage of proper erasure or destruction of documents containing sensitive personal information, whether online or printed in form, after the period prescribed by the Law.	Evaluates documents or papers for erasure and/or destruction as prescribed by Law	90% compliant to RA 10173	83%	4.8	4.8	4.8	4.8	Few requests were disapproved to high risk of data subject exposure
	Total Over-all Rating									19.26
	Average Rating (Total Over-all rating divided by 4)			4.82						
	Additional Points:									
	Approved Additional points (with copy of approval)									
	FINAL RATING:									
	ADJECTIVAL RATING:			Outstanding						
						Comments & Recommendations for Development Purposes:				
						Provide opportunities to mentor junior faculty in conducting research and extension activities.				

Evaluated & Rated by:

MARILOU B. PEÑEDA

College Dean/Department Head

Date: 12-15-23

Recommending Approval

QUENSTEIN D. LAUZON

Chancellor

Date: 01-19-24

Approved by:

BEATRIZ S. BELONIAS

VP for Academic Affairs

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: **FRANK BRITZ V. CADAVIS**

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)	50%	4.90	2.45
b. Students (50%)	50%	5.00	2.50
TOTAL for Instruction	50%		2.48
2. Research			
a. Client/Dir. For Research (50%)			
b. Department Head/Center Director (50)	10%	4.50	0.45
TOTAL for Research			
3. Extension			
a. Client/Dir. For Research (50%)			
b. Department Head/Center Director (50)	10%	4.90	0.49
TOTAL for Extension			
4. Administration	30%	4.96	1.49
5. Production			
TOTAL			4.90

EQUIVALENT NUMERICAL RATING:

4.90

Add: Additional Points, if any:


TOTAL NUMERICAL RATING:

4.90


ADJECTIVAL RATING:

Outstanding

Prepared by:


FRANK BRITZ V. CADAVIS
Name of Faculty

Reviewed by:


MARILOU B. PEÑEDA, Ed.D.
Department Head

Recommending Approval:


QUENSTEIN D. LAUZON, Ph.D.
Chancellor

Approved by:


BEATRIZ S. BELONIAS, Ph.D.
VP, Academic Affairs

PERFORMANCE MONITORING & COACHING JOURNAL

	1 st	Q U A R T E R
	2 nd	
	3 rd	
	4 th	

Name of Office: Department of Teacher Education

Head of Office: MARILOU B. PEÑEDA

Number of Personnel: 19

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Actual virtual class observation (BSEd Science 1) November 22, 2023 @ 9:00-10:00				Mr. Cadavis agreed to provide activities that will encourage the students to attain the learning objectives and submit output on time.
Coaching	Mr. Cadavis agreed to provide additional reading materials for the students.	Department-based meeting			Collaborate with other faculty members for mentoring and sharing of best practices in conducting classes.

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

MARILOU B. PEÑEDA, Ed.D.
Department Head

Noted by:

QUENSTEIN D. LAUZON, Ph.D.
Chancellor

Conform:

FRANK BRITZ V. CADAVIS
Faculty

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **FRANK BRITZ V. CADAVIS**

Performance Rating: Outstanding

Aim: To provide opportunities to conduct peer mentoring.

Proposed Interventions to Improve Performance:

Date: January 2023 Target Date: On or before June 2023

First Step: Provide avenue to attend capability building trainings and seminars.

Result: Conducted peer mentoring to other faculty.

Date: July 2023 Target Date: On or before December 2023

Next Step: Provided opportunities to share best practices in teaching courses.

Outcome: Shared insights during meetings and forums.

Final Step/Recommendation: Conducted Orientation.

Prepared by:


MARILOU B. PEÑEDA, Ed.D.

Head, Department of Teacher Education

Conforme:


FRANK BRITZ V. CADAVIS

Name of Ratee Faculty



TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

Second Semester SY 2022-2023

Name of faculty: Cadavis, Frank Britz V.

Department: Department of Teacher Education

College: College of Teacher Education, Arts, and Sciences

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Num.	Adjec.	
ScEd 117	RESEARCH IN TEACHING SCIENCE	LEC	5.00	Outstanding	100.0%
ScEd 117	RESEARCH IN TEACHING SCIENCE	LEC	5.00	Outstanding	100.0%
Average Rating			5.00	Outstanding	

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

Legend:

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory(S)

3.50 – 4.49 Very Satisfactory(VS)

4.50 – 5.00 Outstanding(O)

Prepared by:

VANESSA W. NAZAL

TPES in-Charge

Date: October 18, 2023

Attested by:

MA. RACHEL KIM I. AURE

Director, Instruction and Evaluation

Date: October 18, 2023

Received by:

Cadavis, Frank Britz V.

Name and Signature of Faculty

Date:

Distribution of copies: ODIE, College, Department, Faculty