SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Rating Period: JANUARY-JUNE 2023

Name of Faculty Member: **PRECIOUS C. DOMINGO**

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head (50%)		5.00 x 50% = 2.500	
b. Students (50%)		4.67 x 50% = 2.335	
TOTAL for Instruction	95%	4.84	**4.593**
2. Research			
a. Client/Director for Research			
b. Dept. Head/Center Director			
TOTAL for Research			
3. Extension			
a. Client/Director for Extension			
b. Dept. Head/Center Director			
TOTAL for Extension			
4. Production			
5. Administration/Other Services	5%	5.00 x 5% = 0.250	0.250
TOTAL	100%		**4.843**

EQUIVALENT NUMERICAL RATING: 4.843
Add: Additional Points, if any: _____
TOTAL NUMERICAL RATING: **4.843**

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by:

PRECIOUS C. DOMINGO
Name of Faculty

Reviewed by:

MARIA VANESSA E. GABUNADA
Department Head

Recommending Approval:

MA. THERESA P. LORETO
Dean, CAS

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, PRECIOUS C. DOMINGO, a faculty member of the DEPARTMENT OF LIBERAL ARTS AND BEHAVIORAL SCIENCES 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 _____ JANUARY-JUNE 2023

PRECIOUS C. DOMINGO
Instructor I
Date: 07/05/2022

Approved:
MARIA VANESSA E. GABUNADA
Department Head
Date: 7-19-23

MA. THERESA P. LORETO
College Dean
Date: JUL 2 5 2023

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Projects / Activities	Tasks Assigned	Target	Actual Accomplishment	Rating Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values in numerators and
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	N/A						
	PI 8: Number of graduate students advised *	A2. Number of students advised		Acts as academic adviser to graduate students	N/A						
		A3. Number of students advised on thesis/special problem/dissertation									
		As GAC Chairman		Advises and corrects research outline and thesis/SP/dissertation manuscript	N/A						
		AS GAC Member		Advises and corrects research outline and thesis/SP/dissertation manuscript	N/A						
		A4. Number of students entertained for consultation purposes		Entertains students seeking consultation with faculty	N/A						
	PI 9: Number of instructional materials	A5. Number of on-line ready coursewares developed and submitted for review		Converts the existing instructional materials into flexible learning systems	N/A						
		On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	N/A						
		Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments	N/A						

	Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	N/A						
	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	N/A						
	A 7 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom	N/A						
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	N/A						
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	21	28.5	5	5	5	5.00	
	A10 . Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline	18	8	5	5	5	5.00	
	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 grade within prescribed period	7	8	5	5	5	5.00	
	A12 . Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings	2	2	5	5	5	5.00	On-boarding, Turnitin Feedback Studio -
	A13 . Number of long examinations administered and checked	exam preparation and checking	Administers and checks long examination for subjects taught	10	5	5	5	5	5.00	
	A14 . Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	10	5	5	5	5	5.00	
	A15 . Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required	2	3	5	5	5	5.00	
PI 8: Number of students advised: *	A16. Number of students advised:		Acts as academic adviser to students	3	13	5	5	5	5.00	first year-3, second year- 3, third year- 1, fourth year-6
	A17 . Number of students advised on thesis/ field practice/special problem:			3	8	5	5	5	5.00	
	As SRC Chairman	Advising/correction	Advises, and corrects research outline and thesis/SP manuscript	3	3	5	5	5	5.00	Borja, Into, Lascanas
	As SRC Member	Advising/correction	Advises and corrects research outline and thesis/SP manuscript	5	5	5	5	5	5.00	Pajaron, Rodriguez, Cahigus, Catorce, Sy

PI	Activity		Description						Rating	Remarks
	A18. *Number of students entertained for consultation purposes*		Entertains students consulting on subject taught, thesis and grades	10	10	5	5	5	5.00	ELSt 109/ Humn11/ ELSt 109/ Litr 115/ Litr 117
PI 9: Number of student organizations advised/ assisted *	**A19**. *Number of Student organizations advised*		*Advises student organizations recognized by USOO*	none	0					
	A20. *Number of Student organizations assisted on student*		*Assists student organizations in implementing student related activities*	none	0					
PI 10: Number of instructional materials	**A 21 :** Number of on-line course ware developed and submitted :		Prepares and submits for review by the Technical Review Panel	2	none					
	On-line ready courseware		*Prepares Instructional module/laboratory guide/workbook or a combination thereof*	3	5	5	5	5	5.00	Materials for ELSt 109/ Humn11/ Litr 115/ Litr 117
	Supplemental learning resources		*Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught*	10	15	5	5	5	5.00	
	Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	12	5	5	5	5.00	
	A 23 : 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	none	0					
	A 24 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom	3	4	5	5	5	5.00	Elst109/Humn11/ Litr115/ Litr117
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	2	4	5	5	5	5.00	Program accreditation preparation
	Agency/firm/Industry linkages		Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	N/A	N/A					
	A 26. Other outputs implementing the new normal due to covid 19		Designs experiential learning activities and other outputs to implement new normal	3	none					
					TOTAL				5.00	
UMFO 3 . RESEARCH SERVICES										
PI 1. Number of research outputs in the last three (3) years utilized by the industry	**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	none	none					
PI 2. Number of research	**A 28**. Number of research outputs		Conducts and completes research project	none	none					
PI 3. Percentage of research outputs published in	**A 29.** Percentage of research outputs published in internationally-refereed or		Writes publishable materials out of research outputs and submits for publication	1	none					
	In refereed int'l journals									
	In refereed nat'l/regional journals									

	PI	A		Description	Target	Actual						
	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 scienfic for a/conferences	1	none						
		In int'l fora/conferences			1	none						
		In nat'l/regional fora/conferences			1	none						
	PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved		Prepares research proposals, submits and follows up its approval for immediate implementation	none	none						
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)			none	none						
		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	N/A	N/A						
		A 34. Number of UMs submitted to ITSO, VSU	UM preparation	Prepares and submits application for UM of technology generated out of research output	N/A	N/A						
		A 35.Other outputs implementing the		Designs research related activities and other	N/A	N/A						
						TOTAL			NONE			

UMFO 4. EXTENSION SERVICES

	PI	A		Description	Target	Actual						
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs,	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders		Identifies and links with probable partners for extension activities and maintains this active partnership	N/A	N/A						
	PI 2. Number of trainees weighted by the length of	A 37. Number of trainees weighted by the length of training		Conducts trainings among beneficiaries of technologies for transfer	N/A	N/A						
	PI 3. Number of extension programs organized and	A 38. Number of extension programs/projects implemented		Implementes duly approved extension projects	N/A	N/A						
	PI 4. Percentage of beneficiaries who rated the	A 39. Percentage of beneficiaries who rated the training course/s and		Provides quality and relevant training courses and advisory services	N/A	N/A						
	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			none	none						
	Peer reviewers/Panelists	Peer reviewers/Panelists			none	none						
	Resource Persons	Resource Persons			none	none						
	Convenor/Organizer	Convenor/Organizer			none	none						
	Consultancy	Consultant			none	none						
	Evaluator	Evaluator			none	none						
	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	none	none						
	PI 11. Additional outputs *	A 42. No. of extension-related awards										

		A 43.Other outputs implementing the new normal due to covid 19		Designs extension related activities and other outputs to implement new normal	N/A	N/A				
						TOTAL			NONE	

UMFO 5. SUPPORT TO OPERATIONS

OVPI MFO 4. Program and Institutional Accreditation Services

PI 8.Compliance to all requirements thru the established/adequate	A 44. Compliance to all requirements of theQMS 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	zero non-conformity						Zero % non-conformity
	A 45. Compliance to all requirements of the program and institutional accreditations:	Minutes Preparation	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant						100% compliant
	On program accreditations	Pilot Plant Manager								
	On institutional accreditations	SSF Rootcrop facility incharge								

UMFO 6. General Admin. & Support Services (GASS)

PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services		Provides customer friendly frontline services to clients	Zero % complaint	no complaint	5	5	5	5.00	Zero % non-conformity
PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other		Initiates/introduces improvements in performfing functions resulting to best practice	N/A	N/A					
	A 48.Other outputs implementing the new normal due to covid 19		Designs administration/management related activities and other outputs to implement new normal	N/A	N/A					
	A.49 Number of meetings attended and committees served		Serves as treasurer, focal person & coordinator of graduating students	2	3	5	5	5	5.00	
						TOTAL			5.00	
Total Over-all Rating										
Average Rating										
Adjectival Rating										

Average Rating (Total Over-all rating divided by number of entries)		
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		
ADJECTIVAL RATING		

Comments & Recommendations for Development Purpose: Ms. Domingo is an efficient and productive faculty. She is recommended to apply for the VSU dissertation grant to finish her doctorate which can help develop her career.

Evaluated & Rated by:

MARIA VANESSA E. GABUNADA
Department Head
Date: 7-19-23

Recommending Approval

MA. THERESA P. LORETO
Dean, College of Arts and Sciences
Date: JUL 2 5 2023

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date:

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **PRECIOUS C. DOMINGO**

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1	Taught courses: • ELst 109- Language, society and Culture • Humn11- Art Appreciation • Litr 117- Contemporary, popular and Emergent Literature • Litr 115- Afro-Asian Literature	Conducted online classes and on-site, created learning materials (PPT and PDF copies of class notes)	January 2023	June 2023	January-June 2023	Impressive	Outstanding	
2	Assist students concerns through students consultation	Aid in students' concerns on the subject. Available during student consultation time	January 2023	June 2023	January-June 2023	Impressive	Outstanding	
3	Class preparation	Enrolled the students in VSUEE. Prepared PPT presentations and PDF materials. Ctreated quizzes and exams, checked students' outputs	January 2023	June 2023	January-June 2023	Impressive	Outstanding	
4	Submission of midterm grades and final grades	Submitted grades to the University registrar and provide a copy of the e-class record to the department.	January 2023	June 2023	January-June 2023	Impressive	Outstanding	
5	Advise students in undergraduate thesis	Served as academic adviser, thesis adviser and panel member of ABELS students.	January 2023	June 2023	January-June 2023	Impressive	Outstanding	
6	Participate in all activities conducted by the department, college and the university	Participated in the department, college and university activities	January 2023	June 2023	January-June 2023	Impressive	Outstanding	
7	Perform other functions assigned by the department head	Participated in the preparation of department activities and serves as a working committee.	January 2023	June 2023	January-June 2023	Impressive	Outstanding	

* Either very impressive, impressive, needs improvement, poor, very poor

** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

MARIA VANESSA E. GABUNADA
Department Head

EXHIBIT L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **PRECIOUS C. DOMINGO**

Performance Rating:

Aim:

- To develop flexible classroom management and teaching strategies appropriate to face-to-face and online teaching and learning.
- To progress and complete the graduate study
- To publish research studies in a reputable journal
- To collaborate with other faculty in conducting a research study

Proposed Interventions to Improve Performance and Competence and Qualification to assume higher responsibilities:

Date: JANUARY 2023   Target Date: JANUARY- JUNE 2023

-Enroll dissertation writing II

-Conduct dissertation study by February 2023 and finish by June 2023

-Create a research proposal with the other faculty member

-Submit research study to peer-reviewed, Scopus-indexed journals

Outcome:

-Updated and revised the existing online teaching materials.

-Passed the proposal defense last February 2023

-Started revising previous research study to submit on Scopus indexed journal/ indexed Journal

Next Step:

- Enroll in dissertation writing and finish the DALT program within the year

- Work with other language faculty on research

- Publish the revised research study to Scopus-indexed journals
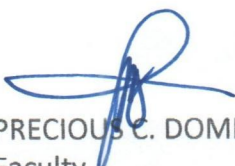
Date: JULY 2023   Target Date: JULY- DECEMBER 2023

-Present research papers, at least one, on various conferences

-Tem-up with other faculty for a research project

-get involved in extension program

-published in a reputable, scopus indexed journal, at least one article.

Outcome: NA

Final Step/Recommendation: NA

Prepared by:

MARIA VANESSA E. GABUNADA
Department Head

Conforme:

PRECIOUS C. DOMINGO
Faculty