SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: __NILDA T. AMESTOSO__

MARCH-JUNE 2022

Program Involvement (1)	Percentage Weight of Involve-ment (2)	Numerical Rating (Rating x%) (3)		Equivalent Numerical Rating (2 X 3)
1. Instruction				
a. Head/Dean (50%)		4.93	2.47	
b. Students (50%)		4.50	2.25	
Total for Instruction	80%		4.72	3.77
2. Research				
a. Client/Dir. For Research (50%)				
b, Dept. Head/Center Director (50%)				
Total for Research	5%		5.00	0.25
3. Extension				
a. Client/Dir for Extension (50%)				
b. Dept. Head/Center Director (50%)				
Total for Extension	10 ~~5%~~		5.00	~~0.25~~ 0.50 ✓
4. Administration	5%		5.00	0.25
5. Production				
TOTAL	100%			4.77 ✓

EQUIVALENT NUMERICAL RATING: ~~4.52~~ 4.77 ✓

Add: Additional Points, if any: 0

TOTAL NUMERICAL RATING: ~~4.52~~ 4.77 ✓

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by:

NILDA T. AMESTOSO
Name of Faculty

Reviewed by:

BERT C. PEÑALOSA
Dept.Head

Recommending Approval:

MOISES NEIL V. SERIÑO
Dean, CME

Approved:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, NILDA T. AMESTOSO, a faculty member of the DEPARTMENT OF BUSINESS AND MANAGEMENT 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 MARCH-JUNE 2022.

Approved:

NILDA T. AMESTOSO
Associate Professor V
Date: July. 27, 2022

BERT C. PEÑALOSA
OIC-Head, DBM
Date: July 28, 2022

MOISES NEIL V. SERIÑO
College Dean
Date: 7/28/22

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target 2022	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
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		0.889	5	5	5	5.00	
	PI 8: Number of graduate students advised *	**A2.** Number of students advised	Acts as academic adviser to graduate students	2	5	5	5	5	5.00	
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	2	3	5	5	5	5.00	
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	3	3	5	5	5	5.00	
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	10	20	5	5	5	5.00	

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*	1	1	5	5	5	5.00	
	Supplemental learning resources	*Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught*	5	10	5	5	5	5.00	
	Assessment tools	**Prepares assessment tools such as long exam, quizzes, problems sets, etc.**	5	19	5	5	5	5.00	
	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*	1	0					
	A 7 : Number of virtual classroom created and operational	*Creates virtual classroom using either Moddle or Google Classroom*		3	5	5	5	5.00	
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*		6	5	5	5	5.00	
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*	10	33.5	5	5	5	5.00	
	A10 . Number of grade sheets submitted within prescribed period	**Prepares gradesheet and submits on or before deadline**	4	7	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**	4	4	4	4	4	4.00	

		A12. Number of trainings attended related to instruction	Attend mandated trainings	2	2	5	5	5	5.00	
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	8	8	5	5	5	5.00	
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	14	675	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	20	130	5	5	5	5.00	
PI 8: Number of students advised: *		A16. Number of students advised:	Acts as academic adviser to students	25	100	5	5	5	5.00	
		A17. Number of students advised on thesis/ field practice/special problem:		4	0					
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	4	0					
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	10	0					
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	25	100	5	5	5	5.00	
PI 9: Number of student organizations advised/ assisted *		A19. Number of Student organizations advised	Advises student organizations recognized by USOO		1	5	5	5	5.00	
		A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities		6	5	5	5	5.00	
PI 10: Number of instructional materials developed *		A 21 : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof							

PI	Activity / Indicator	Description						
	Supplemental learning resources	*Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught*	10	12	5	5	5	5.00
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	8	10	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						
	A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	2	3	5	5	5	5.00
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	10	20	5	5	5	5.00
	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 oroject within the year						

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						
				1	5	5	5	5.00	
	In refereed int'l journals								
	In refereed nat'l/regional journals								
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							
	In int'l fora/conferences								
	In nat'l/regional fora/conferences								
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	1						
				2	5	5	5	5.00	
PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or								
	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		1	5	5	5	5.00	
	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	2	2					on- going researches
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	Implementes 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		1	5	5	5	5.00	
Research Mentoring	*Research Mentor*								
Peer reviewers/Panelists	*Peer reviewers/Panelists*								
Resource Persons	*Resource Persons*			1	5	5	5	5.00	
Convenor/Organizer	*Convenor/Organizer*								
Consultancy	*Consultant*								
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					*zero NC*	5	5	5	5.00	
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 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 member			100%					
						5	5	5	5.00	
	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								
	On program accreditations									
	On institutional accreditations									

UMFO 6. General Admin. & Support Services

PI 2. Zero percent complaint from clients served	**A 46**. Customerly friendly frontline services	Provides customer friendly frontline services to clients								

PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *										
	A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal									
Total Over-all Rating				109.00		Comments and Recommendations for					
Average Rating				4.95							
Adjectival Rating				O							

Comments and Recommendations for
Must monitor young Faculty in Research
& Extension Project.

Evaluated & Rated by:

BERT C. PEÑALOSA
OIC-Head, DBM
Date: July 20, 2022

Recommending Approval

MOISES NEIL V. SERIÑO
Dean, CME
Date: 7/25/22

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: 8/17/22

EXHIBIT L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: NILDA T. AMESTOSO
Performance Rating:

Aim: To write one research proposal while enhancing skills and updating learning materials

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

Date: 2022   Target Date: 2022

First Step: Improve skills in reseach proposal preparation by spending time in studying published research results and upgrading currently used learning materials by incorporating current developments in the field

Result: Improved research skills and improved learning materials
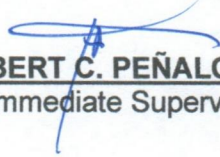
Date: 2022   Target Date: 2022

Next Step: Write research proposal and revise learning materials

Outcome: Improved delivery of research and instruction functions

Final Step/Recommendation: Submit research proposal and learning materials for evaluation

Prepared by:

BERT C. PEÑALOSA
Immediate Supervisor

Conforme:

NILDA T. AMESTOSO
Ratee

cc: ODA-HRD