

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
January –June 2017**

Name of faculty Member: JOSELLE R. CAYETANO

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x 3)
1. Instruction			
a. Head/Dean (50%)		$4.75 \times 50\% = 2.38$	
b. Students (50%)		$4.33 \times 50\% = 2.17$	
Total for Instruction	75 %	4.55	3.41
2. Research	5 %	0.0	0.0
3. Extension	15%	5.0	.75
4. Support to Operations	5%	4.90	.25
5. Administrative Support Services	5%	4.66	.23

Equivalent numerical rating
Add: additional Points if any:
Total Numerical Rating:

4.64

4.64

Adjectival rating:

OUTSTANDING

Prepared by:

JOSELLE R. CAYETANO
Name of Faculty

Reviewed by:

ALELI A. VILLOCINO
Department Head

Recommending Approval:

REMBERTO A. PATINDOL
Chairman, PMT

Approved:

EDGARDO E. TULIN
President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, JOSELLE R. CAYETANO of the Institute of Human Kinetics, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January to June, 2017.

JOSELLE R. CAYETANO
Ratee

ALELI A. VILLOCINO
Head of Unit
Date: Dec 2017

MFO and PAPS	Success Indicators	Task Assigned	Target	Actual Accomplishment	Rating				Remarks
					Quality	Efficiency	Timeliness	Average	
ADVANCED EDUCATION SERVICES	FTE TL	2nd Semester, SY 2016-2017 • PHED 211 (Organization and Administration of Physical Education)	3.25	3.25	5	5	4	4.66	
HIGHER EDUCATION SERVICES	FTE TL	• PE 001 Phy.Ed Senior High • MAPE 111 Ind/Dual and Combative Sports • MAPEH 116 Coaching and Officiating Sports Events, Dance and Music • MAPE 103 Org and Management • MAPE 103 Org and Management • MAPE 108 Solfeggio and Applied Piano • MAPE 108 Solfeggio and Applied Piano • MAPE 107 Music Literature (Requested Subject)	20.0	23.1	5	5	4	4.66	

	Implementation of Instructional Programs, Projects and Activities: Teaching Guides/teaching aid	- IMs and other devices prepared and utilized - Mid-term and Final Examinations conducted - No. of teaching aids and devices prepared for utilization with 80% acceptance	5 9 10	10 25	5 5 5	5 5 5	5 5 5	4 4 4	4.66 4.66 4.66	Presentations are made per topic Video presentations are used as supplemental information per major topic
	Submission of reports and other requirements	- CSR - Grade Sheets	6 10	6 10	5 5	5 5	5 5	4 4	4.66 4.66	
	Attends Institutional/Collegiate orientation, seminars, trainings and workshops Student Advising Student Consultation Service	- Attendance in Institutional/collegiate orientation, seminar - MAPEH Club Adviser - Number of hours spent on Student Consultation/Sem - Hours spent on Advising students on subject-related concerns/Sem	1 100 45 hrs 5hrs	1 120 60 hrs 15hrs	5 5 5 5	5 5 5 5	5 5 5 5	4 5 5 5	4.66 5.00 5.00 5.00	
	Total for Instruction:				5.00	5	4.27		4.75	
EXTENSION SERVICES	Holy Spirit Parish Children's Choir	- Teach liturgical music to children - Trains children to sing songs for the mass	10	15	5	5	5	5	5.00	
	Total for Extension:				5	5	5	5	5.00	
SUPPORT TO OPERATIONS	Coordinator (program, varsity, Music Section) - MAPEH Sirens - Arnis Team (Coach)	Number of Members	10 8	15 18	5 5	5 5	5 5	5 5	5.00 5.00	

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	Attendance in regular, emergency & special meetings	Number of IHK regular and, special and emergency meetings attended	5	12	5	5	5	5	5.00	
	Committee assignments as member/chairperson in Institute and University affairs	- Mugna sa MAPEH – Music Director - IHK Music Recital - Piano and Voice recital - Instrument Ensemble Playing (Banduria) - Member, Athletics Committee, Students, Faculty and Staff Sportsfest – July- 2017	1	1	5	5	5	5	5.00	
			1	1	5	5	5	5	5.00	
			30	70	5	5	5	4	4.66	
			1	1	5	5	5	4	4.66	34.32
	Total for Support to Operations:								4.90	
Efficient and customer-friendly frontline service	0% complaint from client served		90% no complaint	100% no complaint	5	5	5	4	4.66	
Total Over-all Rating					5.00	5.00	4.62	4.80		

Received by:

Planning Office

Date: _____

Calibrated by:

REYNOLDO A. PATINDOL
PMT

Date: _____

Recommending Approval:

for: BOATHY B. PREONIAS
Vice President 12.22/17

Date: _____

Approved by:

President

Date: _____

- 1 – Quality
- 2 – Efficiency
- 3 – Timeliness
- 4 – Average