SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **CHRISTINA A. GABRILLO**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		5.0x50%=2.50	
b. Students (50%)		5.0x50% = 2.45	
Total for Instruction	45%	5.0	2.25
2. Research			
a. Client/Dir. for Research (50%)		5.0x 50% = 2.50	
b. Dept. Head/Center Director (50%)		5.0x 50% = 2.50	
Total for Research	30%	5.00	1.5
3. Extension			
a. Client/Dir. for Extension (50%)		5.0 x 50%) = 2.50	
b. Dept Head/Center Director (50%)		5.0 x 50% = 2.50	
Total for Extension	15%	5.00	0.75
4. Administration	10%	5.00	0.50
TOTAL			**5.0**

EQUIVALENT NUMERICAL RATING: 5.0
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: 5.0

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by:

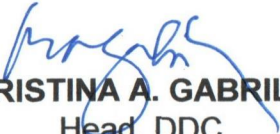*[signature]*

CHRISTINA A. GABRILLO
Name of Faculty

Recommending Approval:

[signature]

VICTOR B. ASIO
Dean/Director

Approved:

[signature]

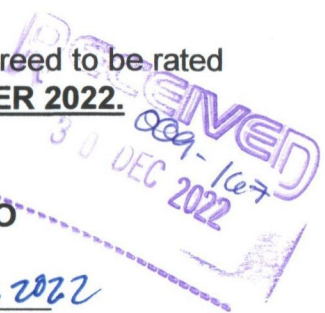**BEATRIZ S. BELONIAS**
VP for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **CHRISTINA A. GABRILLO**, Head of the **DEPARTMENT OF DEVELOPMENT COMMUNICATION** commit to the deliver and agreed to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **JULY TO DECEMBER 2022.**

Approved:

CHRISTINA A. GABRILLO
Head, DDC
Date: Dec. 23, 2022

VICTOR B. ASIO
College Dean
Date: Dec. 26, 2022

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	Eficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
MFO 1. Graduate Student Management Services										
	Total FTE coordinated, implemented & monitored*	**PI 1**. Actual Faculty's FTE	Handles subjects/courses assigned	1.40	2.00	5	5	5	5.00	DEVC214, DEVC218, DEVC218e
	Number of graduate students advised *	**PI 2**. Number of students advised	Acts as academic adviser to graduate students	1.00	4.00	5	5	5	5.00	Rubin, Sarmiento, Cebreros & Uykieng
		PI 3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman/Member	Advises and corrects research outline and/or thesis/SP/dissertation manuscript	1.00	1.00	5	5	5	5.00	Karl Ouano

					5	5	5		
	PI 4 . *Number of students entertained for consultation purposes*	Entertains students seeking consultation with faculty	1.00	5.00	5	5	5	5.00	Rubin, Sarmiento, Cebreros, Uykieng & Ouano
Number of instructional materials developed *	**PI 5** . *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	1.00	2.00	5	5	5	5.00	DEVC214, DEVC218, DEVC218e
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1.00	4.00	5	5	5	5.00	DEVC214, DEVC218, DEVC218e
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1.00	4.00	5	5	5	5.00	DEVC214, DEVC218, DEVC218e

UMFO 2. HIGHER EDUCATION SERVICES

MFO 2. Higher Education Management Services

Total FTE, coordinated, implemented and monitored *	**PI 6**. Actual Faculty's FTE	Handles and teaches courses assigned	3.00	4.20	5	5	5	5.00	DevC 134 Lecture
	PI 7 . *Number of grade sheets submitted within prescribed period*	Prepares gradesheet and submits on or before deadline	1.00	2.00	5	5	5	5.00	DevC 134 Lecture
	PI 8 . *Number of trainings attended related to instruction*	Attend mandated trainings	1.00	2.00	5	5	5	5.00	

	PI 9 . *Number of long examinations administered and checked*	Administers and checks long examination for subjects taught	1.00	1.00	5	5	5	**5.00**	DevC 134 Lecture
	PI 10 . *Number of quizzes/assessments administered and checked*	Prepares and checks quizzes for lec and lab	1.00	6.00	5	5	5	**5.00**	DevC 134 Lecture
	PI 11 . *Number of lec reports and term papers checked and graded*	Checks lec reports and term papers submitted as required	1.00	2.00	5	5	5	**5.00**	DevC 134 Lecture
Number of students advised: *	**PI 12**. Number of students advised:	*Acts as academic adviser to students*	2.00	5.00	5	5	5	**5.00**	
	PI 13 . *Number of students advised on thesis/ field practice/special problem:*								
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	1.00	4.00	5	5	5	**5.00**	Lora, Dueñas, Belarmino, Pajaron
	PI 14 . *Number of students entertained for consultation purposes*	Entertains students consulting on subject taught, thesis and grades	10.00	44.00	5	5	5	**5.00**	All DevCom juniors and some seniors
Number of instructional materials developed *	**PI 15 :** Number of course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
	Face to face syllabi	*Prepares Instructional module/laboratory guide/workbook or a combination thereof*	1.00	1.00	5	5	5	**5.00**	DevC 134 Lecture
	Supplemental learning resources	*Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught*	1.00	7.00	5	5	5	**5.00**	DevC 134 Lecture

	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1.00	2.00	5	5	5	5.00	DevC 134 Lecture

Total Rating for Instruction	**95.00**	
Average Rating for Instruction	**5.00**	

MFO 3 . RESEARCH SERVICES

Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	**PI 16.** 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	1.00	2.00	5	5	5	5.00	
Number of research outputs completed within the year *	**PI 17**. Number of research outputs completed within the year *	Conducts and completes research project/study within the year	1.00	2.00	5	5	5	5.00	IECs in YRRP and CHED-COD 2nd grant
Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (%) *	**PI 18.** Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year								
	In refereed int'l journals	Writes publishable materials out of research outputs and submits for publication	1.00	2.00	5	5	5	5.00	Published in June 2022, ACI journal
Number of research outputs presented in regional/national/ int'l fora/conferences	**PI 19.** 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		1.00	2.00	5	5	5	5.00	Framework & ADCEP

Percent of research proposals approved *	**PI 20.** Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	1.00	2.00	5	5	5	**5.00**	For approval in 2023, PRDP & DA-BAR

Total Rating for Research	**25.0**
Average Rating for Research	**5.0**

MFO 4. EXTENSION SERVICES

Number of trainees weighted by the length of training	**PI 21**. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	20.00	200.00	5	5	5	**5.00**	DepEd So. Leyte and SLSU TO
Nuumber of extension programs organized and supported consistent with the SUC's mandated and priority programs	**PI 22**. Number of extension programs/projects implemented	Implementes duly approved extension projects	1.00	2.00	5	5	5	**5.00**	LGU-Malitbog and DepEd So. Leyte
Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	**PI 23**. 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	50.00	190.00	5	5	5	**5.00**	Rated outstanding
	PI 24 . Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries	1.00	2.00	5	5	5	**5.00**	LGU-Malitbog and DepEd So. Leyte
	Resource Persons		1.00	3.00	5	5	5	**5.00**	EWC, DepEd, SLSU TO

Percent of extension proposals approved *	**PI 25.** Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	1.00	1.00	5	5	5	5.00	Advocacy Paintings with Klau Center in USA
Additional outputs *	**PI 26.**Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	1.00	1.00	5	5	5	5.00	Advocacy Paintings on Anti-Human Trafficking

Total Rating for Extension	**35.0**
Average Rating for Extension	**5.00**

UMFO 3. SUPPORT TO OPERATIONS

MFO 5. Program and Institutional Accreditation Services

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*	**PI 27**. 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 memberand as QA director	zero non-conformity	zero non-conformity	5	5	5	5.00	all clients
	PI 28. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	zero compliant	zero compliant	5	5	5	5.00	all clients

Total Rating for Support to Operations	**10.0**
Average Rating for Support to Operations	**5.0**

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

Zero percent complaint from clients served	**PI 29**. Customerly friendly frontline services	Provides customer friendly frontline services to clients	100% no complian t	100% no compliant	5	5	5	**5.00**	all clients
Additional Outputs	**PI 30**. Number of /new initiatives introduced resulting to best practice replicated/ benchmarked by other depts/agencies *	Initiates/introduces improvements in performfing functions resulting to best practice	1.00	2.00	5	5	5	**5.00**	Forging linkages and capacitating 2 DepEd Divisions w/ MOAs
		Other outputs implementing the post-pandemic activities	Designs administration/ management related activities and other outputs to implement post pandemic	2.00	4.00	5	5	5	**5.00**	Being participatory in the conduct of meetings

Total Rating for GASS	**15.0**
Average Rating for GASS	**5.0**
TOTAL OVER-ALL RATING	**180.0**

Average Rating		**5.00**	**Comments & Recommendations for Development Purpose:**
Additional Points:			
Approved Additional points (with copy of approval)			
FINAL RATING		**5.00**	
ADJECTIVAL RATING		**OUTSTANDING**	

Evaluated & Rated by:

VICTOR B. ASIO
Dean, CAFS
Date: Dec. 29, 2022

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: Dec. 28, 2022

Exhibit I

PERFORMANCE MONITORING FORM
(July to December 2022)

Name of Employee: **CHRISTINA A. GABRILLO**

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	Continue to conduct classes on DEVC214, DEVC218 and DevC 134; check exams and requirements; submit grades	Very Satisfactory to Outstanding teaching performance as evaluated by students.	September 2022	October 2022	December 2022	Very impressive	Outstanding	Keep it up!
2	Update Syllabi and PowerPoints presentations of her classes in DEVC214, DEVC218, DevC 134 and teach those subjects.	Very Satisfactory to Outstanding teaching performance as evaluated by students.	September 2022	October 2022	December 2022	Very Impressive	Outstanding	Keep it up!
4	Serve as head to the DDC	Expected deliverables of the office are met.	September 2022	December 2022	December 2022	Very Impressive	Outstanding	Keep it up!
4	Conduct research and extension activities and present papers in RDE reviews and/or scientific conferences.	Research and extension activities undertaken and papers presented.	July 2022 2022	December 2022	July 2022	Very Impressive	Outstanding	Keep it up!

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

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

Prepared by:

VICTOR B. ASIO
Dean, CAFS

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **CHRISTINA A. GABRILLO**
Performance Rating: **OUTSTANDING**

Aim: To maintain, if not improve, outstanding performance in instruction, research, extension and administration

Proposed Interventions to Improve Performance:

Date: **July 2022**   Target Date: **December 2022**

First Steps:

1. Attend trainings intended to enhance instruction, research, extension and administration skills
2. Continue to implement research and extension projects
3. Write articles for possible publication in refereed journals

Results

1. Enhanced capabilities to:
    a. Prepare OBE syllabi and instructional materials that can be used for the flexible learning system implemented by VSU during this pandemic
    b. Facilitate students learning under the new learning modality
2. Participated in the implementation of research and extension projects
3. Wrote drafts of scientific articles and submitted for publication in refereed journals

Date: **January 2023**   Target Date: **June 2023**

Next Step:

1. Continue preparing learning materials and conduct virtual classes for the courses taught during the semester;
2. Continue implementing research and extension projects;
3. Write research reports for presentation in the VSU In-house Research Review
4. Continue writing research papers for possible publication in refereed journals
5. Coordinate ISO certification and AACCUP accreditation activities of the university

Outcomes:

1. Enhanced implementation of the instruction-related activities under the new normal;
2. Continued implementation and monitoring of research and extension projects despite the limitation imposed by the COVIID-19 pandemic;

3. Professional advancement and self-satisfaction
4. Drafts of scientific articles written and ready for submission to refereed journals

Final Step/Recommendation

1. Continue the preparation of learning materials for the flexible learning system implemented by VSU under the new normal;
2. Continue the conduct of research and extension projects, and use knowledge generated in R & E as input to enhance instruction.
3. Continue writing articles for publication in refereed journals.

Prepared by:

VICTOR B. ASIO
Dean, CAFS

Conforme:

CHRISTINA A. GABRILLO
Ratee Faculty/Staff