SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Rating Period:JANUARY-JUNE 2023

Name of Faculty Member: **JADE BARACHIEL D. BANTASAN**

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%)		4.83 X 50% = 2.415	
TOTAL for Instruction	95%	4.92	4.669
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%	5.000 x 5% = 0.250	0.250
TOTAL	100%		**4.919**

EQUIVALENT NUMERICAL RATING: 4.919
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: **4.919**

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by:

JADE BARACHIEL D. BANTASAN
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, JADE BARACHIEL D. BANTASAN, a faculty member of the <u>DEPARTMENT OF LIBERAL ARTS AND BEHAVIORAL SCIENCES</u> commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the per <u>JANUARY - JUNE 2023</u>

Approved:

JADE BARACHIEL D. BANTASAN
Instructor I
Date: 7/10/2023

MARIA VANESSA E. GABUNADA
Department Head
Date: 7-24-23

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

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	Tasks Assigned	Target	Actual Accompli shment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
										Rating	
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	N/A					
	PI 8: Number of graduate students advised *	A2. Number of students advised		Acts as academic adviser to graduate students	N/A	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	N/A					
		AS GAC Member		Advises and corrects research outline and thesis/SP/dissertation manuscript	N/A	N/A					
		A4. Number of students entertained for consultation purposes		Entertains students seeking consultation with faculty	N/A	N/A					
	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	N/A	N/A					
		On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	N/A	N/A					
		Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	N/A	N/A					

		Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	N/A	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	N/A					
		A 7 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom	N/A	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	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	18	30	5	5	5	5.00	ELST 200.1 (1 section), Humn11 (5 sections), Comm 11 (1 section)
		A10. Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline	12	7	5	5	5	5.00	Midterm Gradesheets for ELST 200.1 (1 section), Humn11 (5 sections), Comm 11 (1 section)
		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	8	N/A					
		A12. Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings	1	none					
		A13. Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught	14	6	5	5	5	5.00	Humn 11 and Comm 11
		A14. Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	10	12	5	5	5	5.00	Humn 11 and Comm 11
		A15. Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required	2	2	5	5	5	5.00	Comm 11
	PI 8: Number of students advised: *	A16. Number of students advised:		Acts as academic adviser to students	8	18	5	5	5	5.00	ABELS STUDENTS
		A17. Number of students advised on thesis/ field practice/special problem:			1	2	5	5	5	5.00	
		As SRC Chairman	Advising/correction	Advises, and corrects research outline and thesis/SP manuscript	1	none					
		As SRC Member	Advising/correction	Advises and corrects research outline and thesis/SP manuscript	1	2	5	5	5	5.00	R. Batistil and I. Elarde
		A18. Number of students entertained for consultation purposes		Entertains students consulting on subject taught, thesis and grades	10	10	5	5	5	5.00	Humn11n ,Comm 11, ELST 200.1
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised		Advises student organizations recognized by USOO	none	none					

PI	Activity		Description							Remarks
	A20 . Number of Student organizations assisted on student related activities		Assists student organizations in implementing student related activities	none	none					
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	2	3	5	5	5	5.00	Humn11n, Comm11 and Elst 200.1
	On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	3	5	5	5	5.00	Virtual Classroom for Humn11, Comm11 AND ELST 200.1
	Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10	12	5	5	5	5.00	Learning Materials for Humn11, Comm 11 ELST 200.1
	Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	8	12	5	5	5	5.00	Assessments Tasks for Humn13n, Elst 200.1
	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	3	3	5	5	5	5.00	Online Learning Materials for Humn13n
	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	Virtual Classrooms for Humn11, Comm11, ELST 200.1
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	1	none					
	Agency/firm/Industry linkages		Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	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	N/A	N/A					
					TOTAL				5.00	
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	none	none					
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	N/A					

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	2	N/A						
	In refereed int'l journals				N/A						
	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	1	none						
	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	none						
PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)			1	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	1	none						
	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 new normal due to covid 19		Designs research related activities and other outputs to implement new normal	N/A	N/A						
					TOTAL				NONE		

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	N/A	N/A						
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	N/A	N/A						

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	N/A	N/A					
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	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 immediate implementation	none	none					
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	N/A	N/A					
					TOTAL				5.00	

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 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	zero non-conformity	zero non-conformity	5	5	5	5.00	

		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						
		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							Zero % complaint
PI 3: Additional Outputs	A 47. 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	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							
	A.49 Number of meetings attended		Attends meetings	1	4	5	5	5	5.00		Department and Committee meeting
					TOTAL				5.00		
Total Over-all Rating											
Average Rating											
Adjectival Rating											

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

Comments & Recommendations for Development Purpose: Mr. Bantasan has good teaching performance. He is recommended to pursue his doctorate degree and obtain Foreign Language Certification according to the faculty development plan. These endeavors will further develop his career.

Evaluated & Rated by:

MARIA VANESSA E. GABUNADA
Department Head
Date:

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: **JADE BARACHIEL D. BANTASAN**

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	Teach courses: • Art Appreciation • Purposive Communication	Conducted classes, computed grades per course, and achieve an outstanding result in students' performance evaluation	JANUARY 2023	JUNE 2023	JANUARY to JUNE 2023	Impressive	Outstanding	
2	Assist students' concerns through students consultation	Aid in students' concerns on the subject (Humn13n)	JANUARY 2023	JUNE 2023	JANUARY to JUNE 2023	Impressive	Outstanding	
3	Class preparation	Prepared modules, learning materials, videos, and virtual classroom	JANUARY 2023	JUNE 2023	JANUARY to JUNE 2023	Impressive	Outstanding	
4	Checked student outputs	Collated and checked students submitted output (Humn13n)	JANUARY 2023	JUNE 2023	JANUARY to JUNE 2023	Impressive	Outstanding	
5	Publish written essays	The published manuscript submitted to the department secretary	JANUARY 2023	JUNE 2023	JANUARY to JUNE 2023	Impressive	Outstanding	
6	Participate in all activities conducted by the department, college and the university	Attendance sheet; Present certificates if possible	JANUARY 2023	JUNE 2023	JANUARY to JUNE 2023	Impressive	Outstanding	
7	Perform other functions assigned by the department head	Certificate of the trainings and workshops	JANUARY 2023	JUNE 2023	JANUARY to 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: **JADE BARACHIEL D. BANTASAN**
Performance Rating:

Aims:

- Further update the materials and syllabus for face-to-face class
- To provide students with high-quality instruction and include them in a variety of activities relating to the course.
- To encourage a positive work environment by fostering good communication among coworkers.
- To attend professional conferences in order to expand one's knowledge and acquire new abilities and concepts.
- To develop and implement a variety of instructional strategies that will promote the acquisition of knowledge pertinent to the changing academic environment.

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

Date: JANUARY 2023   Target Date: DECEMBER 2023

- Attend seminars and training related to the field of specialization.
- Review and revise learning materials that improve student learning.
-Provide support to students and develop new learning skills.
-Participate in university and department activities that promote relationship-building among employees.
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Outcome: N/A

Final Step/Recommendation: NA

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Prepared by:

MARIA VANESSA E. GABUNADA
Department Head

Conforme:

JADE BARACHIEL D. BANTASAN
Ratee/Faculty