

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Rating Period: JULY-DECEMBER 2023

Name of Faculty Member:

CHERRY N. ROLA

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2x3)
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head (50%)		4.95 x 50% = 2.475	
b. Students (50%)		4.60 x 50% = 2.300	
TOTAL for Instruction	100%	4.78	4.775
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			
TOTAL	100%		4.775

EQUIVALENT NUMERICAL RATING: 4.775

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.775

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:


CHERRY N. ROLA

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, CHERRY N. ROLA, a faculty member of the DEPARTMENT OF ARTS, LANGUAGES, AND LITERATURE 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 JULY-DECEMBER 2023

CHERRY N. ROLA
Associate Professor II

Date: 04 JAN 2024

Approved:
MARIA VANESSA E. GABUNADA
Department Head

Date: 10 JAN 2024

MA. THERESA P. LORETO
College Dean
Date: JAN 23 2024

FTE/sem

4.0
2.5


MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities Projects	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
							Quality	Efficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES						0					
OVPI MFO 2. Graduate Student Management Services											
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE		Handles subjects/courses assigned (LTNG 223 & LTNG 218)	1	2.33	5	5	5	5.00	
	PI 8: Number of graduate students advised *	A2. Number of students advised		Acts as academic adviser to graduate students	0	1	5	5	5	5.00	
		A3 . Number of students advised on thesis/special problem/dissertation									
		As GAC Chairman			NA						
		AS GAC Member		Advises and corrects research outline and thesis/SP/dissertation manuscript	1	1	5	5	4	4.67	
		A4 . Number of students entertained for consultation purposes		Entertains students seeking consultation with faculty	1	1	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	0	1	5	5	5	5.00	
		On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	2	5	5	5	5.00	

Supplemental learning resources			Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	4	5	5	5	5.00	
Assessment tools			Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	2	5	5	5	5.00	
A 6 : Number of on-line course were reviewed by TRP & edited by MMDC editor				N/A						
A 7 : Number of virtual classroom created and operational			Creates virtual classroom using either Moodle or Google Classroom	1	1	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	1	1	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	18	28.35	5	5	5	5.00	
	A10. Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline	2	8	5	5	4	4.67	
	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	0	2	5	5	5	5.00	
	A12. Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings	1	2	5	5	5	5.00	
	A13. Number of long examinations administered and checked	exam preparation and checking	Administers and checks long examination for subjects taught	2	8	5	5	4	4.67	
	A14. Number of quizzes administered and checked		Prepares and checks quizzes for lecture	2	30	5	5	4	4.67	
	A15. Number of lab reports and term papers checked and graded			N/A						
PI 8: Number of students advised: *	A16. Number of students advised:		Acts as academic adviser to students	1	14	5	5	5	5.00	
	A17. Number of students advised on thesis/ field practice/special problem:									
	As SRC Chairman	Advising/correction	Advises, and corrects research outline and thesis/SP manuscript	1	5	5	5	5	5.00	
	As SRC Member	Advising/correction	Advises and corrects research outline and thesis/SP manuscript	1	10	5	5	5	5.00	
	A18. Number of students entertained for consultation purposes		Entertains students consulting on subject taught, thesis and grades	1	20	5	5	5	5.00	
PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised			N/A						
	A20. Number of Student organizations assisted on student related activities		Assists student organizations in implementing student related activities	1	1	5	5	5	5.00	

	PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :		N/A							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	3	5	5	5	5.00		
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	4	5	5	5	5.00		
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	5	5	5	5	5.00		
		A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor		N/A							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	1	5	5	5	5.00		
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:									
		Program accreditation/evaluation		N/A							
		Agency/firm/Industry linkages		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	1	1	5	5	5	5.00		
										4.95	
UMFO 3 . RESEARCH SERVICES				N/A							
	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 *		N/A							
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *		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-referred or CHED recognized journal within the year		N/A							
		In refereed int'l journals		N/A							
		In refereed nat'l/regional journals		1	0						
	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 *		N/A							
		In int'l fora/conferences		N/A							
		In nat'l/regional fora/conferences		N/A							

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


Evaluated & Rated by:


MARIA VANESSA E. GABUNADA

Department Head

Date: **10 JAN 2024**

Recommending Approval


MA. THERESA P. LORETO

Dean, College of Arts and Sciences

Date: **JAN 23 2024**

Comments & Recommendations for Development
Purpose: Dr. Rola is an asset to the department. She performs well in her several functions on top of handling her classes. Dr. Rola is advised to publish in an international WoS, ISI, or SCOPUS Index Journal for the dissemination of her study.

Approved by:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: **Feb 14, 2024**

PERFORMANCE MONITORING FORM

Name of Employee: **CHERRY N. ROLA**

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	Helps in the decision making of the department as DPC Member	Implementation of agreed actions	August 2023	December 2023	December 2023	Impressive	Outstanding	
2	Prepares learning materials in preparation for the resumption of full face-to-face classes	Prepared PowerPoint and class activities for face-to-face classes in ELST 105, LTNG 223, LTNG 219	August 2023	September 2023	August 2023	Impressive	Outstanding	
3	Checks and reviews syllabi submissions	Reviewed and Approved Syllabi	August 2023	September 2023	September 2023	Impressive	Outstanding	
3	Prepares Midterm examinations for ELST 105, ELST 112, LTNG 223, LTNG 219	Approved Midterm examinations ELST 105, ELST 112, LTNG 223, LTNG 219	October 2023	November 2023	October 2023	Impressive	Outstanding	
4	Conducts and critiques title defense of undergraduate students' thesis	Approved undergraduate thesis title	September 2023	December 2023	December 2023	Impressive	Outstanding	
5	Cater students seeking academic and thesis advice	Approved COR and finished thesis	September 2023	December 2023	December 2023	Impressive	Outstanding	

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

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

Prepared by:


MARIA VANEISA E. GABUNA
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Cherry N. Rola

Performance Rating:

Aim: To submit papers for publications

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

Date: July, 2023

Target Date: One year from today

First Step:

- a) Look for publication schedules
- b) Decide which publication to submit
- c) Refine paper according to guidelines given

Result:

Has submitted papers for publication.

Date: July, 2023

Target Date: One year from today

Next Step:

She was advised to refine her papers to be submitted for publication.


Outcome: NA

Final Step/Recommendation: NA

Prepared by:


MARIA VANESSA E. GABUNADA
Department Head

Conforme:


CHERRY N. ROLA
Faculty