

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: JOSE S. BAGULAYA II

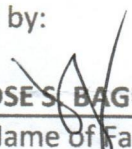
Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Faculty	30%	4.83	1.45
b. Students	70%	4.67	3.27
TOTAL for Instruction	90%		4.25
2. Research	2.5%	0.00	0.00
3. Extension	2.5%	3.00	0.08
4. Production	2.5%	5.00	0.13
5. Administration/Other Services	2.5%	5.00	0.13
TOTAL			4.571


EQUIVALENT NUMERICAL RATING: 4.571


Add: Additional Points, if any: _____


TOTAL NUMERICAL RATING: **4.571**

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by:

JOSE S. BAGULAYA II
Name of Faculty

Reviewed by:

GUIRALDO C. FERNANDEZ, JR.
Department Head

Recommending Approval:

CANDELARIO L. CALIBO
Dean, CAS

Approved by:

BEATRIZ S. BELONIAS
Vice President for Instruction

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, **JOSE S. BAGULAYA II**, of the Department of Liberal Arts and Behavioral Sciences commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **JULY-DECEMBER 2019**.

JOSE S. BAGULAYA II

Ratee

Approved: **GUIRALDO C. FERNANDEZ, JR.**

Head of Unit

MFO No.	of MFO & PAPs	Success/Performance Indicators	Activities/ Projects	Tasks Assigned	Target	Accomplishment	Rating				Remarks
							Q ¹	E ²	T ³	A ⁴	
MF01	Higher Education	Full Time Equivalent	Teaching	Teaches Social Science subjects	18.00	52.50	4.7	4.67	4.67	4.67	
		Number of Instructional Materials Developed/Revised and Utilized									
		* New IMs	Author/Compiler								
		* Revised Syllabi within the last 3 years	Author/Compiler	Revises course syllabi in Scsc subjects	2	3	5	5	4	4.67	Revised Syllabi in Psyc 11, Scsc 11n, Scsc 12n
		* Powerpoint presentations prepared	Author/Compiler		20	25	5	5	5	5	Prepared PPTs in Scsc 11n, Scsc 12n
		Student Advising and Consultation Services									
		* Number of hrs per week spent on student consultation	Consultation		3	3	5	5	5	5	
				SUB-TOTAL						19.34	
MF02	Research	Number of research conducted	NONE								
				SUB-TOTAL						0.00	
MF04	Extension	Number of trainings/seminars /conferences attended	Training	Participant	2	3	5	5	5	5.00	Attended Research Workshop for the Social Sciences, Research workshop in qualitative methods; UGAT Conference
				SUB-TOTAL						5.00	
MF04	Support to Students/ Production	Number of quizzes prepared and checked		Social Science Course Subjects	18	20	5	5	5	5.00	Prepared and checked quizzes in Scsc 11n, Scsc 12n
		Number of midterm and final exams prepared and checked.		Social Science Course Subjects	4	4	5	5	5	5.00	Prepared and checked midterm and final exams in Scsc 11n, Scsc 12n
		Number of oral recitations graded/evaluated		Social Science Course Subjects	50	60	5	5	5	5.00	Evaluated oral recitations in Scsc 11n, Scsc 12n
		Number of midterm and final gradesheets submitted		Social Science Course Subjects	10	16	5	5	5	5.00	Submitted Midterm and Final Grades in Scsc 11n, Scsc 12n

				SUB-TOTAL						20.00	
MF05	General Admin & Support Services	Number of participation on the events/program in the dept, college, univ. and other offices		Participant	2	2	5	5	5	5.00	Attended DLABS Anniversary Team-building, Participated in VSU Intramurals
		Number of events that rendered expert services in the dept./college/university/and other offices		Judge	1	1	5	5	5	5.00	Served as Adjudicator in the debate expo during the DLABS Anniversary
		Number of meetings attended	Meetings		3	5	5	5	5	5.00	Attended Department meetings and other university event meetings
				SUB-TOTAL						15.00	

Average Rating (Total Over-all rating divided by number of entries)		4.56
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.56
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development

Purpose: Mr. Bagulaya serves the department well doing what is expected of him as a faculty member of DLABS. Yet, he should always keep in his mind that there is always room for improvement. He should also engage in research/extension; submit outputs for publication and present papers in conferences.

Evaluated & Rated by:

GUIRALDO C. FERNANDEZ, JR.

Department Head

Date: _____

Recommending Approval:

CANDELARIO L. CALIBO

College Dean

Date: _____

Approved:

BEATRIZ S. BELONIAS

Vice-President for Instruction

Date: _____

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **JOSE II S. BAGULAYA**

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 two (2) courses	Will provide attendance sheets of assigned classes, midterm and final grade sheets per course, and achieve an outstanding result in students' performance evaluation	Aug 2019	Dec 2019	Dec 2019	Impressive	Outstanding	
2	Assist students' concerns through students consultation	Will improve students' performance	Aug 2019	Dec 2019	Dec 2019	Impressive	Outstanding	
3	Class preparation	Will prepare visual aids, quizzes, and activities	Aug 2019	Dec 2019	Dec 2019	Impressive	Outstanding	
4	Submission of midterm grades and final grades	Grades will be submitted to the university registrar	Aug 2019	Dec 2019	Dec 2019	Impressive	Outstanding	
5	Attendance in conferences	Certificate of appearance and certificate of participation	Aug 2019	Dec 2019	September 2019	Impressive	Very satisfactory	
6	Participate in all activities conducted by the department, college and the university	Attendance sheet; will present certificates if possible	Aug 2019	Dec 2019	Dec 2019	Impressive	Outstanding	
7	Perform other functions assigned by the department head	Certificate of the trainings and workshops	Aug 2019	Nov 2018	Dec 2019	Impressive	Very satisfactory	

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

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

Prepared by:



GUIRALDO C. FERNANDEZ, JR.
 Department Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Jose II S. Bagulaya

Performance Rating: Outstanding

Aim: To finish his MA Thesis and improve teaching strategies

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

Date: August 5, 2019

Target Date: One year from today

First Step:

- a) Encouraged him to finish his thesis
- b) Encouraged to attend conferences, conduct research, and present or publish research

Result:

His proposal has been defended and he has been working on his results.

Date: March 2020

Target Date: End of second semester

Next Step:

He was advised to finally finish his MA and publish research.

Outcome: NA

Final Step/Recommendation: NA

Prepared by:


GIRALDO C. FERNANDEZ, JR.
Department Head

Conforme:


JOSE II S. BAGULAYA
Faculty