# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: MA. VANESSA E. GABUNADA

Program Involvement	Percentage	Numerical Rating	Equivalent	
(1)	Weight of	(Rating x %)	Numerical	
	Involvement		Rating	
(1)	(2)	(3)	(2x3)	
1. Instruction				
a. Faculty (70%)	30%	5.00	1.50	
b. Students (30%)	70%	5.00	3.50	
TOTAL for Instruction	90%		4.50	
2. Research	2.5%	5.00	0.13	
3. Extension	2.5%	5.00	0.13	
4. Production	2.5%	5.00	0.13	
5. Administration/Other Services	2.5%	4.00	0.10	
TOTAL			4.975	

<b>EQUIVALENT NUMERICAL RATING:</b>	4.975	
Add: Additional Points, if any: TOTAL NUMERICAL RATING:	4.975	
ADJECTIVAL RATING:	OUTSTANDING	<u>3</u>
Prepared by:	Reviewed by:	<del></del>
MA. VANESSA E. GABUNADA	-	GUIRALDO C. FERNANDEZ, JR.
Name of Faculty		/ Department Head

Recommending Approval

CANDELARIO L. CALIBO

Dean, CAS

Approved by:

BEATRIZ S. BELONIAS

Vice President for Instruction

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE PUNCTIONS

Name of Faculty Member:

MA. VANESSA E. GABUNADA

Equivalent Numerical Rating	morical <b>Rating</b> Enti <b>ng</b> x %o)		Percentage Weight of Involvement	Program involvement (1)
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				instruction
06.1	00.1		30%	a. Faculty (70%)
0.5.0	5.00		2/6(17)	b. Students (30%)
66.4			a200	TOTAL for Justraction
61.0	5,00		2.5%	Research
61.6	5.00		3.25%	5. Extension
0.13	5.00	1	2.5%	l. Production
Dic	CO.4-		2.5%	. Administration/Other Services
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**EQUIVALENT NUMERICAL RATING:** Add: Additional Points, if any: ete.a TOTAL NUMERICAL RATING:

DUISTANDING

Prepared by:\

ADJECTIVAL RATING:

MA. VANESSA E. GROUNADA

Reviewed by.

Buppald C. Fernandez, 3n. Dapa conent Head

Recommendide Adprovati

CANDELARIO L. CALLED Dean, CAS

Approved by:

BEATRIZ S. BELONIAS Vice President for Instruction

### INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, MA. VANESSA E. GABUNADA, 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 JANUARY-JUNE 2018.

MA. VANESSA E. GABUNADA

Approved:

GUIRALDO C. FERNANDEZ, JR.

Head of Unit

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MFO	Descrtiption of		Program/Activiti			Accomplishm		Rat	ing		Remarks
No.	MFO & PAPs	Success/Performance Indicators	es/ Projects	Tasks Assigned	Target	ent	O¹	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
	Higher	FTE									
	Education	· Higher Education	a eaching	Teaches English 12 (Writing in the Discipline), English 116 (The Structure of English Language), English 121 (Language and Society), and LITR 113 (Anglo-American Literature)	18.00	27.45	5	5	5	5.00	
		Number of Instructional Materials Developed/Revised and Utilized				,					
		* New IMs	Author/Compiler	Makes syllabus in Engl 116	2	2	5	5	5	5	
		* Revised IMs within the last 3 years	Author/Compile r	Revises syllabus in Engl 12, Engl 121, And Litr 113	2	3	5	5	5	5.00	
		* Number of visual aids/powerpoint presentations prepared	Author/Compile r	Prepares visual aids for Engl 12, Engl 116, Engl 121, and Litr 113	6	8	5	5	5	5.00	
		Student Advising and Consultation Services									
		* Number of hrs per week spent on student consultation				(					
					3	3	5	5	5	5	
						Sub-total				25.00	
MF03	Research	Number of Outputs Presented in Regional/National/International For a/Conferences	Conference	Paper Presenter duirng the 2nd International Conference on Asian and Philippine Studies	1	1	5	5	5	5.00	Title of Paper: "The Politics of Translation in the Creation, Production, and Canon Formation of Translated Cebuano Literature from the Post-War Period"
						Sub-total				5.00	
MF04	Extension	Number of trainings/seminars attended	Training	Participant		2	4	4	4	4.00	
						Sub-total				4.00	
MF05	Production	Number of quizzes prepared and checked		Prepares and checks quizzes in Engl 12, Engl 116, Engl 121, and Litr 113	10	10	5	5	5	5.00	

### MDIVIDUAL PERFORMANCE CONNERVE AND REVIEW FORM.

I. MA VANESSA E. GAEUNADA, of the Department of Liberal Arts and Behavioral Sciences | commits to deliver and agree to be rated on the 

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	60.1						Participant	Training	(Number of trainings/sendrars attended		40700
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	(11)		7	Ĉ.	(1) Ol	Ĉ.	P, esserch and checks quizzes in Engl 12, Engl 116, Engl 121, and Lith 113		Number of quizzes prepared and chooked		WF35

		Number of midterm and final exams prepared and checked.	1	Prepares and checks midterm and final exams in Engl 12, Engl 116, Engl 121, and Litr 113	8	8	5	5	5	5.00	
		Number of oral recitations graded/evaluated		Evaluates oral recitations in Engl 12, Engl 116, Engl 121, and Litr 113	10	10	5	5	5	5.00	
						Sub-total				15.00	
MF06	Other Services	Number of participation in the events/program of the dept./college/university and other		Participates in events/program of the dept./college/university and other offices	1	1	4	4	4	4.00	
		Number of events that rendered expert services in the dept./college/university/and other	Speaker	·	1	1 ;	4	4	4	4.00	
		Number of meetings attended		Attends department meetings	2	2	4	4	4	4.00	
						Sub-total				12.00	
Total O	ver-all Rating					i.				61.00	

Average Rating (Total Over-all rating divided by 4)	4.69
Additional Points:	
Approved Additional points (with copy of approval)	
FINAL RATING	4.69
ADJECTIVAL RATING	OUTSTANDING

Comments & Recommendations for Development, Purpose: Wis Abanda a gar ecolomt
Purpose: Wir Habinada wan edolum
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fercher. She total outstands in the solution. Yet, she has
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Evaluated & Rated by:	Recommending Approval:
	CANDELARIO L. CALIBO
GUIRALDO C. FERNANDEZ, JR.	CANDELAKIO L. CALIBO
Department Head	College Dean
Date:	Date:
l e e e e e e e e e e e e e e e e e e e	

Approved:

BEATRIZ S. BELONIAS
Vice-President for Instruction

Date: \_\_\_\_\_

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· · · · · · · · · · · · · · · · · · ·					Vice-Pros				College Dean		epartment Head
					Date:	<b>1</b>			Date	e Santa Garage	)arc:

### **EMPLOYEE DEVELOPMENT PLAN**

Name of Employee: Maria Vanessa E. Gabunada

Performance Rating: Outstanding

Aim: To finish the revisions of her dissertation for the degree PhD in English Language and

Literature; Reinstate and resume teaching in the second semester of S.Y 2017-2018

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

Date: January 2018 Target Date: One year from today

First Step:

a) Encouraged her to finish the revision of her dissertation

b) Required her to reinstate and resume teaching after the one semester extension of her study leave.

**Result:** 

She has reinstated and resumed teaching while doing the revisions of her dissertation.

Date: June 2018 Target Date: End of first semester

**Next Step:** 

She was advised to participate in conferences and training as presenter/resource speaker as well as encouraged to submit dissertation chapters for possible publications.

Outcome: NA

Conforme:

Final Step/Recommendation: NA

Prepared by:

Department Head

Name of Ratee/Faculty/Staff

### EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Warie Vanessa E Cabusada

Performance Rating: Outstanding

Αιη: To finish the revisions of her dissertation for the degree PhD in English Language and Linerature; Reinstate and resume teaching in the second servester of S. Y 2017-2018

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

Date: January 2018

Target Date: One year from today

First Step:

a) Encouraged her to finish the revision of her dissertation

b) Required her to reinstate and resume teaching after the one semester extension of her study leave.

Resulta

She has reinstated and resumed teaching while doing the revisions of her dissertation.

Dafe: June 2018

Target Date: End of first semester

Next Step:

She was advised to participate in conferences and training as presenter/resource speaker as well as encouraged to submit dissertation chapters for possible publications.

Outcome: NA

Final Step/Recommendation: NA

Prepared by:

GUIRALDÓ C. FERNÁNDEZ, IRT Departitient Heed

Conforme:

MA VANESSAIL SABUNADA Name of Ratee/Faculty/Staff

## PERFORMANCE MONITORING FORM

Name of Employee: MARIA VANESSA E. GABUNADA

Task No.	Task Description	Expected Output	Date Assigne d	Expected Date to Accomplish	Actual Date accomplishe d	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1.	Teaches 3 major subjects of AB English Language (Engl 116: 2 classes, Engl 121, LITR 113) and 1 minor class (Engl 12: 3 classes)	Regular attendance in the assigned classes, grade sheet per courses taught, and good result of student performance evaluation	January 2018	June 2018	June 2018	Impressive	Outstanding	
2.	Prepares/revises course syllabi	Approved course syllabi in Engl 116, Engl 121, LITR 113, and Engl 12	January 2018	February 2018	February 2018	Impressive	Outstanding	
3.	Submission of midterm grades and final grades	Grades submitted to registrar	January 2018	June 2018	June 2018	Impressive	Outstanding	
4.	Paper presentation in an international conference	Certificate of appearance, certificate of attendance and certificate of recognition	January 2018	July 2018	May 2018	Impressive	Outstanding	
5.	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	January 2018	January 2018	May 2018	Impressive	Outstanding	

<sup>\*</sup> Either very impressive, impressive, needs improvement, poor, very poor \*\* Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

GUIRALDO C. FERNANDEZ, JR.

Unit Head

# READ DESCRIPTION SOURCES TO THE

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Unit Heed