

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

Name of Faculty Member: ROSARIO P. ABELA

| Program Involvement<br>(1) | Percentage<br>Weight of<br>Involvement<br>(2) | Numerical<br>Rating<br>(Rating x%)<br>(3) | Equivalent<br>Numerical<br>Rating<br>(2x3) |
|----------------------------|---|---|--|
| 1. Instruction             |   |   |  |
| a. Head/Dean (50%)         |   | 4.50                                      | 1.80                                       |
| b. Students (50%)          |   | 4.42                                      | 1.77                                       |
| Total for Instruction      | 80%   | 4.46                                      | 3.57 ✓                                     |
| 2. Research                | 10%   | 4.33                                      | 0.43                                       |
| 3. Extension               | 10%   | 4.33                                      | 0.43                                       |
| 4. Administration          |   |   |  |
| 5. Production              |   |   |  |
| TOTAL                      |   |   | 4.43                                       |

EQUIVALENT NUMERICAL RATING: 4.43  
 Add. Additional Points, if any:  
 TOTAL NUMERICAL RATING: 4.43

ADJECTIVAL RATING: Very Satisfactory

Prepared by:

*R. Abela*  
**ROSARIO P. ABELA**  
 Name of Faculty

Reviewed by:

*Joel Q. Mabalhin*  
**JOEL Q. MABALHIN**  
 Department Head

Recommending Approval:

*B. Barredo*  
**BAYRON S. BARREDO**  
 Dean

Approved:

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

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **ROSARIO P. ABELA**, a faculty member of the DEPARTMENT OF TEACHER EDUCATION commit to deliver and agree to be rated on the attainment of the following targets and accomplishments in accordance with the indicated measures for the period January to June 2021.

*R. Abela*  
**ROSARIO P. ABELA**  
 Associate Prof. 3  
 Date: July 12, 2021

Approved:  
*Joel Q. Mabalhin*  
**JOEL Q. MABALHIN**  
 Department Head  
 Date: *07-13-2021*

*Juw.*  
**BAYRON S. BARREDO**  
 College Dean  
 Date: *7-14-2021*

| 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 | Efficiency | Timeliness | Average |   |
| <b>UMFO 1. ADVANCED EDUCATION SERVICES</b>              |  |  |   |        |                       |         |            |            |         |   |
| <b>OVPI MFO 2. Graduate Student Management Services</b> |  |  |   |        |                       |         |            |            |         |   |
|   | <b>PI 4:</b> Total FTE coordinated, implemented & monitored* | <b>A1.</b> Actual Faculty's FTE  | Handles subjects/courses assigned   |        |                       |         |            |            |         |   |
|   | <b>PI 8:</b> Number of graduate students advised *           | <b>A2.</b> Number of students advised  | Acts as academic adviser to graduate students                               | 3      | 6                     | 5       | 5          | 5          | 5.00    | PhD /MS advisees: Basalo, Jasper, Jumalon, Lorife, Branzuela, Char, Acuin,                                  |
|   |  | <b>A3.</b> Number of students advised on thesis/special problem/dissertation |   |        |                       |         |            |            |         |   |
|   |  | <i>As GAC Chairman</i>   | Advises and corrects research outline and thesis/SP/dissertation manuscript |        |                       |         |            |            |         |   |
|   |  | <i>AS GAC Member</i>   | Advises and corrects research outline and thesis/SP/dissertation manuscript | 2      | 2                     | 4       | 4          | 4          | 4.00    | Basalo, Jasper, Membrebe, Christelsda   |
|   |  | <b>A4.</b> Number of students entertained for consultation purposes          | Entertains students seeking consultation with faculty                       | 2      | 6                     | 4       | 4          | 4          | 4.00    | Michelle Ann M. Junco, Mary Grace Olaer, Daniel Catibo, Charliemar Gubal, Perlie Gucefa, Jovanie Mejio      |



|  |  |  |  |    |      |   |   |   |      |  |
|--|--|--|--|----|------|---|---|---|------|--|
|  | <b>PI 9:</b> Number of instructional materials developed *       | <b>A5 .</b> 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   |    |      |   |   |   |      |  |
|  |  | Supplemental learning resources  | Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught              |    |      |   |   |   |      |  |
|  |  | Assessment tools   | Prepares assessment tools such as long exam, quizzes, problems sets, etc.  |    |      |   |   |   |      |  |
|  |  | <b>A 6 :</b> 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  |    |      |   |   |   |      |  |
|  |  | <b>A 7 :</b> Number of virtual classroom created and operational                   | Creates virtual classroom using either Moodle or Google Classroom  |    |      |   |   |   |      |  |
|  | <b>PI 10 .</b> Additional outputs:                               | <b>A 8 .</b> Other outputs implementing the new normal due to covid 19             | Designs experiential learning activities and other outputs to implement new normal                                       |    |      |   |   |   |      |  |
| <b>UMFO 2. HIGHER EDUCATION SERVICES</b>                 |  |  |  |    |      |   |   |   |      |  |
| <b>OVPI UMFO 3. Higher Education Management Services</b> |  |  |  |    |      |   |   |   |      |  |
|  | <b>PI 5:</b> Total FTE, coordinated, implemented and monitored * | <b>A9.</b> Actual Faculty's FTE  | Handles and teaches courses assigned   | 18 | 27.1 | 5 | 5 | 5 | 5.00 |  |
|  |  | <b>A10 .</b> Number of grade sheets submitted within prescribed period             | Prepares gradesheet and submits on or before deadline  | 3  | 12   | 5 | 4 | 4 | 4.33 |  |
|  |  | <b>A 11 .</b> 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 | 1  | 4    | 5 | 5 | 5 | 5.00 |  |

|  |  |  |   |    |     |   |   |   |      |  |
|--|--|--|---|----|-----|---|---|---|------|--|
|  |  | <b>A12. Number of trainings attended related to instruction</b>                    | Attend mandated trainings   | 2  | 2   | 5 | 5 | 5 | 5.00 | 2021 Regional PAFTE Midyear Convention and Action Research Triangulation (In-Service Training) |
|  |  | <b>A13. Number of long examinations administered and checked</b>                   | Administers and checks long examination for subjects taught                     | 5  | 16  | 5 | 4 | 4 | 4.33 | PrEd 123, PrEd 191, PrEd 128, ADED 211   |
|  |  | <b>A14. Number of quizzes administered and checked</b>                             | Prepares and checks quizzes for lec and lab                                     | 20 | 928 | 5 | 4 | 4 | 4.33 |  |
|  |  | <b>A15. Number of lab reports and term papers checked and graded</b>               | Checks lab reports and term papers submitted as required                        | 5  | 41  | 5 | 4 | 4 | 4.33 |  |
|  | <b>PI 8:</b> Number of students advised: *                       | <b>A16.</b> Number of students advised:  | <i>Acts as academic advisor to students</i>                                     | 10 |     |   |   |   |      |  |
|  |  | <b>A17. Number of students advised on thesis/ field practice/special problem:</b>  |   |    |     |   |   |   |      |  |
|  |  | <i>As SRC Chairman</i>   | Advises, and corrects research outline and thesis/SP manuscript                 |    |     |   |   |   |      |  |
|  |  | <i>As SRC Member</i>   | Advises and corrects research outline and thesis/SP manuscript                  |    |     |   |   |   |      |  |
|  |  | <b>A18. Number of students entertained for consultation purposes</b>               | Entertains students consulting on subject taught, thesis and grades             | 10 | 80  | 5 | 5 | 5 | 5.00 |  |
|  | <b>PI 9:</b> Number of student organizations advised/ assisted * | <b>A19. Number of Student organizations advised</b>                                | <i>Advises student organizations recognized by USOO</i>                         |    |     |   |   |   |      |  |
|  |  | <b>A20. Number of Student organizations assisted on student related activities</b> | <i>Assists student organizations in implementing student related activities</i> | 1  | 1   | 4 | 3 | 3 | 3.33 | CoEd Week Virtual Celebration  |
|  | <b>PI 10:</b> Number of instructional materials developed *      | <b>A 21 :</b> Number of on-line course ware developed and submitted :              | Prepares and submits for review by the Technical Review Panel                   | 2  |     |   |   |   |      |  |



|                                   |   |  |  |    |    |   |   |   |      |   |
|-----------------------------------|---|--|--|----|----|---|---|---|------|---|
|                                   |   | On-line ready courseware   | Prepares Instructional module/laboratory guide/workbook or a combination thereof   | 2  | 3  | 5 | 4 | 4 | 4.33 | PrEd 128, PrEd 191 and PrEd 123               |
|                                   |   | Supplemental learning resources  | Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught                          | 20 | 22 | 5 | 4 | 4 | 4.33 |   |
|                                   |   | Assessment tools   | Prepares assessment tools such as long exam, quizzes, problems sets, etc.  | 20 | 42 | 5 | 4 | 4 | 4.33 |   |
|                                   |   | <b>A 23</b> : 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  | 2  |    |   |   |   |      |   |
|                                   |   | <b>A 24</b> : Number of virtual classroom created and operational  | Creates virtual classroom using either Moodle or Google Classroom  | 2  | 3  | 5 | 5 | 5 | 5.00 |   |
|                                   | <b>PI 11</b> . Additional outputs   | <b>A 25</b> . 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  | 1  | 5 | 5 | 5 | 5.00 | AREA 111 Incharge: Curriculum and Instruction |
|                                   |   | Agency/firm/Industry linkages  | Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU                           | 1  | 2  | 5 | 4 | 4 | 4.33 | Baybay City Division and Ormoc City Division  |
|                                   |   | <b>A 26</b> . Other outputs implementing the new normal due to covid 19  | Designs experiential learning activities and other outputs to implement new normal   | 2  |    |   |   |   |      |   |
|                                   |   |  |  |    |    |   |   |   | 4.50 |   |
| <b>UMFO 3 . RESEARCH SERVICES</b> |   |  |  |    |    |   |   |   |      |   |
|                                   | <b>PI 1</b> . Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries * | <b>A27</b> . 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  |    |    |   |   |   |      |   |
|                                   | <b>PI 2</b> . Number of research outputs completed within the year *  | <b>A 28</b> . Number of research outputs completed within the year *   | Conducts and completes research project within the year  | 1  |    |   |   |   |      |   |

|  |  |  |   |   |   |   |   |   |      |                                      |  |  |
|--|--|--|---|---|---|---|---|---|------|--------------------------------------|--|--|
|  | <b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%)* | <b>A 29.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year | Writes publishable materials out of research outputs and submits for publication  | 1 |   |   |   |   |      |                                      |  |  |
|  |  | <i>In refereed int'l journals</i>  |   |   |   |   |   |   |      |                                      |  |  |
|  |  | <i>In refereed nat'l/regional journals</i>   |   | 1 |   |   |   |   |      |                                      |  |  |
|  | <b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences                                     | <b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *                             | Prepares, submits and presents research paper in scientific for a/conferences   |   |   |   |   |   |      |                                      |  |  |
|  |  | <i>In int'l fora/conferences</i>   |   |   |   |   |   |   |      |                                      |  |  |
|  |  | <i>In nat'l/regional fora/conferences</i>  |   |   |   |   |   |   |      |                                      |  |  |
|  | <b>PI 5.</b> Percent of research proposals approved *  | <b>A 31.</b> Percentage of of research proposals prepared, submitted and approved  | Prepares research proposals, submits and follows up its approval for immediate implementation                           | 1 | 1 | 5 | 4 | 4 | 4.33 | Research proposal submitted to OVPRE |  |  |
|  | <b>PI 6.</b> Additional outputs*   | <b>A 32.</b> No. of research-related awards (research conducted by faculty or students/faculty)                              |   |   |   |   |   |   |      |                                      |  |  |
|  |  | <b>A 33.</b> 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 |   |   |   |   |   |      |                                      |  |  |
|  |  | <b>A 34.</b> Number of UMs submitted to ITSO, VSU  | Prepares and submits application for UM of technology generated out of research output                                  |   |   |   |   |   |      |                                      |  |  |
|  |  | <b>A 35.</b> Other outputs implementing the new normal due to covid 19   | Designs research related activities and other outputs to implement new normal   |   |   |   |   |   |      |                                      |  |  |
|  |  |  |   |   |   |   |   |   | 4.33 |                                      |  |  |





|  |   |  |   |   |                     |  |  |      |  |
|--|---|--|---|---|---------------------|--|--|------|--|
|  | Consultancy   | Consultant   |   |   |                     |  |  |      |  |
|  | Evaluator   | Evaluator  |   |   |                     |  |  |      |  |
|  | <b>PI 8.</b> Percent of extension proposals approved *  | <b>A 41.</b> Percent of extension proposals approved *   | Prepares extension project proposals, submits and follow up its approval for immediate implementation                                 | 1 |                     |  |  |      |  |
|  | <b>PI 11.</b> Additional outputs *  | <b>A 42.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *            |   |   |                     |  |  |      |  |
|  |   | <b>A 43.</b> Other outputs implementing the new normal due to covid 19                                       | Designs extension related activities and other outputs to implement new normal  |   |                     |  |  |      |  |
|  |   |  |   |   |                     |  |  | 4.33 |  |
| <b>UMFO 5. SUPPORT TO OPERATIONS</b>                 |   |  |   |   |                     |  |  |      |  |
|  | <b>OVPI MFO 4. Program and Institutional Accreditation Services</b>   |  |   |   |                     |  |  |      |  |
|  | <b>PI 8.</b> 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* | <b>A 44.</b> Compliance to all requirements of the QMS 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 |  |  |      |  |
|  |   | <b>A 45.</b> Compliance to all requirements of the program and institutional accreditations:                 | Prepares required documents and complies all requirements as prescribed in the accreditation tools                                    |   | 100% compliant      |  |  |      |  |
|  |   | On program accreditations  |   |   |                     |  |  |      |  |
|  |   | On institutional accreditations  |   |   |                     |  |  |      |  |
| <b>UMFO 6. General Admin. &amp; Support Services</b> |   |  |   |   |                     |  |  |      |  |
|  | <b>PI 2.</b> Zero percent complaint from clients served   | <b>A 46.</b> Customerly friendly frontline services  | Provides customer friendly frontline services to clients  |   | Zero % complaint    |  |  |      |  |



|  |                                 |  |  |  |  |  |  |  |                   |  |
|--|---------------------------------|--|--|--|--|--|--|--|-------------------|--|
|  | <b>PI 3: Additional Outputs</b> | <b>A 47.</b> Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies * | Initiates/introduces improvements in performing functions resulting to best practice           |  |  |  |  |  |                   |  |
|  |                                 | <b>A 48.</b> Other outputs implementing the new normal due to covid 19   | Designs administration/management related activities and other outputs to implement new normal |  |  |  |  |  |                   |  |
|  | <b>Total Over-all Rating</b>    |  |  |  |  |  |  |  | 89.63             |  |
|  | <b>Average Rating</b>           |  |  |  |  |  |  |  | 4.48              |  |
|  | <b>Adjectival Rating</b>        |  |  |  |  |  |  |  | Very Satisfactory |  |


Comments & Recommendations for Development Purpose:  
 Your extra time devoting to create research proposal is very much appreciated. Let us just balance with others function that we have.

Evaluated & Rated by:

  
**JOEL Q. MABALHIN**

Head, Department of Teacher  
 Date: 07-19-2021

Recommending Approval

  
**BAYRON S. BARREDO**

Dean, College of Education  
 Date: 7-14-2021

Approved by:

  
**BEATRIZ S. BELONIAS**

Vice President for Academic Affairs  
 Date: 7/22/21

## PERFORMANCE MONITORING FORM

Name of Employee: **ROSARIO P. ABELA**

| 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 graduate & undergraduate courses   | 18 FTE   | 1st week of January, 2021             | Before the end of semester     | May, 2021                | Very Impressive   | Outstanding                     | 27.10 FTE   |
| 2        | Develop on-line courseware, supplemental learning resources & assessment tools | Develop 1 course ware, 1 supplemental learning & 1 assessment tool | 1 <sup>ST</sup> week of January       | Before end of the semester     | June, 2021               | Impressive        | VS                              | Developed 3 course ware, 22 supplemental learning & 42 assessment tools |
| 3        | Develop virtual classroom  | Develop 1 virtual classroom  | 1 <sup>st</sup> week of January       | Before end of the semester     | June, 2021               | Impressive        | VS                              | Developed 2 Virtual Classrooms  |
| 4        | Prepare research proposal  | Prepare 1 research proposal  | 1st week of January, 2021             | Before the end of the semester | June, 2021               | Impressive        | VS                              | Submitted 1 Research proposals @ OVPRE                                  |
| 5        | Conduct Extension Activity   | Conduct 1 Extension Activity                                       | 1 <sup>st</sup> week of January, 2021 | Before end of the Semester     | March, 2021              | Very Impressive   | Outstanding                     | Conducted 1 Extension Activity  |

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

\*\* Outstanding, very satisfactory, satisfactory, unsatisfactory

Prepared by:

*Joel Q. Mabalhin*  
**JOEL Q. MABALHIN**  
 Unit Head



**EMPLOYEE DEVELOPMENT PLAN**

Name of Employee: **ROSARIO P. ABELA**

Performance Rating: **4.48**

Aim: Increases involvement in research and extension activities

Produces instructional materials on handled

Present & Publish Research

Proposed Interventions to Improve Performance:

Date: June, 2021

Target Date: July-December, 2021

First Step:

Attend Seminars, Trainings, and workshops

Develop at least one Instructional Material

Write Research Proposals for Funding

Result:

Date: June, 2021

Target Date: July-December, 2021

Next Step:

Conduct In-service Trainings \_\_\_\_\_

Submit Instructional Materials for ISBN or copyright \_\_\_\_\_


Approved Proposals for Funding \_\_\_\_\_

Outcome: Published Books/ instructional materials and Research

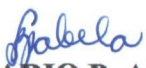
Final Step/Recommendation:

Conduct Research, Trainings and Extension Activities \_\_\_\_\_

Prepared by:

  
**JOEL Q. MABALHIN**  
Unit Head

Conforme:

  
**ROSARIO P. ABELA**  
Name of Ratee Faculty/Staff