

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

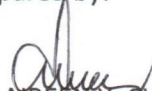
Name of Faculty Member: Ms. Aireen Y. Clores

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	4.69	4.69 X 50% = 2.35	
b. Students (50%)	4.00	4.00 X 50% = 2.00	
Total for Instruction	100%	4.35	4.35
2. Research	-	-	-
3. Extension	-	-	-
4. Administration	-	-	-
5. Production	-	-	-
TOTAL	100%	-	4.35


EQUIVALENT NUMERICAL RATING: 4.35
Add: Additional Points, if any: -
TOTAL NUMERICAL RATING: 4.35

ADJECTIVAL RATING: Very Satisfactory

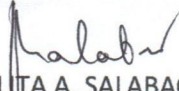
Prepared by:


AIREEN Y. CLORES
Name of Faculty


Reviewed by:


VENICE B. IBANEZ
Department Head

Recommending Approval:


ANALITA A. SALABAO
Dean

Approved:


BEATRIZ S. BELONIAS
Vice President for Instruction

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Aireen Y. Clores of the Department of Consumer and Hospitality Management 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 to June 2019.

Aireen
AIREEN Y. CLORES
Ratee

Itay
Approved: VENICE B. IBANEZ
Head of Unit



MFO & PAPS	Success Indicators	Tasks/Target Assigned	Actual Accomplishment	Rating				Remarks
				Q1	E2	T3	A4	
Advanced & Higher Education Services	No. of Course Outlines/syllabus revised							
	2 nd Sem 2019	2	2	4	5	4	4.33	
	Summer 2019	NA	NA	-	-	-	-	teacher's leave
	1 st Sem 2019	NA	NA					
	No. of IMs revised							
	2 nd Sem 2019	1	1	5	5	4	4.66	
	Summer 2019	NA	NA	-	-	-	-	Teacher's leave
	1 st Sem 2019	NA	NA					
	No. of long/term exams conducted, checked and recorded							
	2 nd Sem 2019	4	10	5	5	5	5.00	
	Summer 2019	NA	NA	-	-	-	-	Teacher's leave
	1 st Sem 2019	NA	NA					
	No. of quizzes administered, checked & recorded							
	2 nd Sem 2019	10	20	5	5	5	5.00	
	Summer 2019	NA	NA	-	-	-	-	Teacher's leave
	1 st Sem 2019	NA						

Control No. 159


MFO & PAPS	Success Indicators	Tasks/Target Assigned	Actual Accomplishment	Rating				Remarks
				Q1	E2	T3	A4	
Advanced & Higher Education Services	No. of student projects supervised & checked							
	2 nd Sem 2019	100	367	5	5	5	5.00	
	Summer 2019	NA	NA	-	-	-	-	Teacher's leave
	1 st Sem 2019	NA	NA					
	No. of laboratory activities checked & recorded							
	2 nd Sem 2019	6	12	5	5	5	5.00	
	Summer 2019	NA	NA	-	-	-	-	Teacher's leave
	1 st Sem 2019	NA	NA					
	No. of students grades computed							
	2 nd Sem 2019	200	305	5	5	4	4.66	
	Summer 2019	NA	NA	-	-	-	-	Teacher's leave
	1 st Sem 2019	NA	NA					
	No. of course grade submitted							
	2 nd Sem 2019	4	6	4	4	4	4.00	
	Summer 2019	NA	NA	-	-	-	-	Teacher's leave
	1 st Sem 2019	NA	NA					

[illegible]

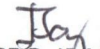
Average Rating		4.69
Additional Points		
Approved Additional points (with copy of approval)		
FINAL RATING		4.69
ADJECTIVAL RATING		Outstanding

Comments & Recommendations
For Development Purposes:

Attend trainings and seminars on
hospitality-related business.

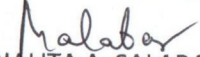

VENICE B. IBÁÑEZ
Department Head

Evaluated and Rated By:


VENICE B. IBÁÑEZ
Department Head


Date: _____

Recommending Approval


ANALITA A. SALABAO
Dean, CME

Date: _____

Approved by:


BEATRIZ S. BELONIAS
Vice President

Date: _____

- 1- Quality
- 2- Efficiency
- 3- Timeliness
- 4- Average



VISAYAS
STATE UNIVERSITY



**DEPARTMENT OF CONSUMER AND
HOSPITALITY MANAGEMENT**
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Visayas State University
Visca, Baybay City, Leyte PHILIPPINES
Email: dchm@vsu.edu.ph
Website: www.vsu.edu.ph

PERFORMANCE MONITORING FORM

January- June 2019

Name of Employee: Aireen Y. Clores

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 undergraduate courses	Hrtm 200.5 HMgt122 Hrtm134	Jan. 2, 2019	May 23, 2019	May 15 , 2019	I	VS	
2	Serve as OJT coordinator	Placement of OJTs	-do-	March 15, 2019	Feb. 28,2019	I	VS	
3	Provide advice to CME-SSC	Supervised one (1) CME-SSC committee	-do-	June 6, 2019	May 23, 2019	I	VS	
4	Chair/ Member, Dept. Committee	1/3 Chair/ Member Dept Com.	-do-	-do-	-do-	I	VS	
5	Serve as DPC	Member,DPC	-do-	-do-	-do-	I	VS	

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

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

Prepared by:

Ray
VENCE S. IBÁÑEZ
Head, DCHM

VSU's Vision: A globally competitive university for science, technology, and environmental conservation.

VSU's Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

PERFORMANCE MONITORING & COACHING JOURNAL

X	1st	Q U A R T E R
X	2 nd	
	3 rd	
	4th	

Name of Office: DCHM

Head of Office: Ms. Venice B. Ibañez

Name of Faculty/Staff: Aileen Y. Clores Signature: *Aileen Y. Clores* Date: _____

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring Discussion of job-related accomplishments, problems and plans	x	x			
Coaching Discuss ways to improve the execution of assigned tasks	x	x			

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

Isay
VENICE B. IBAÑEZ
Immediate Supervisor

Verified by:

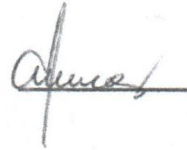
Analita A. Salabao
ANALITA A. SALABAO
Next Higher Supervisor

cc: OVPI
 ODAHRD
 PRPEO

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Aileen Y. Clores
Performance Rating: Very Satisfactory

Signature:



Aim: To gain on-the-job immersion and TESDA accreditation for Travel Tour Services/Events Management/Tour Guiding

Proposed Intervention to improve Performance:

Date: January 2019

Target: June 2019

First Step

- 1) Look for possible industry linkage to partner for industry immersion
- 2) To enroll in Travel Tour Services for TESDA certification

Result:

Achieved MOA for industry immersion through Quest Hotel Cebu for faculty immersion training.

Date: July 2019

Target Date: December 2019

Next Step:

To look for possible linkage to update industry knowledge by attending trainings and seminars for hospitality-related business


Outcomes :

Able to look linkages in updating industry knowledge

Final Step/Recommendation:

Recommend to attend trainings and seminars on hospitality-related business.

Prepared by:


VENICE B. IBANEZ
Head, DCHM

Conforme:


AIREEN Y. CLORES