SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **NELSON H. TEJARA**

Program Involvement (1)		Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1.	Instruction			
	a. Head (50%) from IPCR	0.50	3.12	1.56
	b. Student (50%) from Teaching Performance Eval'n. By-Students	0.50	5.00	2.50
	Total for Instruction	100%	4.06	4.06
2.	Administration and Support Services			
	TOTAL	**100%**	**TOTAL EQUIVALENT NUMERICAL RATING**	**4.06**

EQUIVALENT NUMERICAL RATING: 4.06
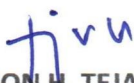Add: Additional Points, if any: -
TOTAL NUMERICAL RATING: **4.06**

ADJECTIVAL RATING: **VERY SATISFACTORY**

Prepared by: Reviewed by:

NELSON H. TEJARA   **SHALOM GRACE C. SUGANO**
Name of Faculty   Department Head

                                                Recommending Approval:

                                                ALELI A. VILLOCINO
                                                Dean/Director

                                                Approved:

                                                BEATRIZ S. BELONIAS
                                                Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **NELSON H. TEJARA** , of the **VSUIHS** commits to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period July, 2019 to December 2019.

<u>**NELSON H. TEJARA**</u>
Ratee

Approved:

<u>**SHALOM GRACE C. SUGANO, Ph.D.**</u>
Head of Unit

MFO & PAPS	Success Indicator	Task Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q^1	E^2	E^2	A^4	
Secondary Education	FTE	Taught Junior High School courses	12	54.75	3.5	3.5	3.5	3.5	Stat, Computer I & Computer II
	Number of Instructional Materials developed/revised and Utilized: - Course outline	Developed course outline before classes start	1	2	3.5	3.5	3.5	3.5	Stat I
	Revised - Syllabus Developed	Revised course outline before classes starts Developed syllabus	1	1	3.5	3.5	3.5	3.5	Stat I
	Revised - Instructional materials	Revised syllabus Developed IMs and power presentations before classes start	1	5	3.5	3.5	3.5	3.5	Stat I, Computer I & Computer II
	- Enrollment (No. of students advised)	Advised students during enrolment (JHS and SHS)	20	146	3.5	3.5	3.5	3.5	Grade 7- Marigold

	Number of Student Research Facilitated								
	• Number of approved research output	Edited and approved research proposal outputs of (Junior High) Senior High School students	0	0	3.5	3.5	3.5	3.5	
	• Number of organization	Advised student organization	1	2	3.5	3.5	3.5	3.5	SBO & SSG Acquaintance Party, Math & Science Fair (Local), Division Science Fair 2019, Math & Science Culmination Month 2019, First Quarter Honor's Program, Parents'-Teachers' Consultation, Intramurals, Division Athletic Meet, Cluster Athletic Meet, City Athletic Meet, English Culmination, Christmas Party, Regional Science and Technology Fair
	• Number of student-related activities assisted	Assisted student-related activities	5	13	3.5	3.5	3.5	3.5	
	Total for Instruction				**3.5**	**3.5**	**3.5**	**3.5**	
Research Services	Number of complied SHS students research output	Complied students research output	0	0	3	3	3	3	
	Number of research proposals prepared	Wrote research proposal for approval	0	0	3	3	3	3	
	Number of published papers in peer-reviewed journals								
	• In International Peer-reviewed Journals	Published research papers in international, national and institutional journals	0	0	3	3	3	3	
			0	0	3	3	3	3	

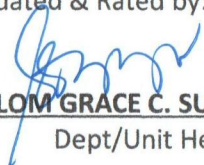|									
	• In National Peer-reviewed journals								
	• In Institutional Peer-reviewed Journals								
	Number of technical/expert services provided/rendered								
	• Peer reviewers/Panelists	Served as peer-reviewers in international peer-reviewed journals	0	0	3	3	3	3	
	• Resource Persons	Served as resource person or speaker in conferences, seminars and trainings	0	2	3	3	3	3	
	• Research Mentoring	Advised students (JHS) in research conduct	0	4	3	3	3	3	
	Total for Research				**3**	**3**	**3**	**3**	
Personal development and welfare support	Trainings/Seminars/Conferences Attended:	Attended trainings and seminars approved or conducted by DepED, CHED	0	1	3	3	3	3	Attended the Artificial Intelligence Training and Proposal Workshop
	Total for Personal Development				**3**	**3**	**3**	**3**	
Administrative functions & other special assignments	Special Assignments from Office of the Dean and Principal	Adviser, Grade 11 Strand Coordinator	0	2	3	3	3	3	

	Total for Administrative Functions and other Assignments					3	3	3	3
Total Over-all Rating						12.5	12.5	12.5	12.5

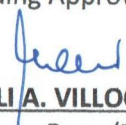|	
Average Rating (Total Over-all rating divided by 4)	3.12
Additional Points	x
Punctuality	xx
Approved Additional Points (With copy of approval)	xxx
FINAL RATING	3.12
ADJECTIVE RATING	SATISFACTORY

Comments & Recommendation for Development Purpose:

He is a teachable person.
Be more engaged in the department / college / university's activities. Learn to explore more out of your comfort zone!

Evaluated & Rated by:
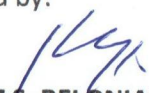
SHALOM GRACE C. SUGANO, Ph.D.
Dept/Unit Head

Date: _____

Recommending Approval:

ALELI A. VILLOCINO, Ed.D.
Dean/Director

Date: _____

Approved by:

BEATRIZ S. BELONIAS, Ph.D.
Vice President

Date: _____

1 – Quality
2 – Efficiency
3 – Timelines
4 – Average

PERFORMANCE MONITORING FORM

Name of Employee: <u>NELSON H. TEJARA</u>

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 Comp I to Grade 7 students	Deliver quality learning on basic concepts in Computer to students in the secondary level	July 2019	May 2020	May 2020	Very impressive	Outstanding	
2	Teach Computer II to Grade 9 students	Deliver quality learning on basic concepts in Statistical Computing to students in the secondary level	July 2019	May 2020	May 2020	Very impressive	Outstanding	
3	Teach Stat I to Grade 8 students	Deliver quality learning on basic concepts in Statistics to students in the secondary level	July 2019	May 2020	May 2020	Very impressive	Outstanding	
4	Revise course outline in Computer I, computer II, Stat I	Couse outline contains updated topics	July 2019	June 2020	June 2020	Very impressive	Outstanding	
5	Revise course syllabus in Computer I, computer II, Stat I	OBE syllabus that addresses the needs of learners	July 2019	June 2019	June 2019	Very impressive	Outstanding	
6	Revise laboratory activities for Computer II	Use updated laboratory activities	July 2019	June 2020	June 2020	Very impressive	Outstanding	
7	Develop ppt in Computer I, and Stat I	A more comprehensive ppt presentation	July 2019	June 2020	June 2020	Very Impressive	Outstanding	
8	Submit reports and other requirements	Sign DTR, submit grade sheets	January 2020 – June 2020			Very Impressive	Outstanding	
9	Assist in school-related activities	Assist in checking attendance/monitoring of students in activities like Conference with Parents, Honor's Program, Moving Up Ceremony for JHS, Graduation of SHS, Parents – Seniors Night	January 2020 – June 2020			Very Impressive	Outstanding	

| 10 | Assist the SBO | Assist the activities conducted by SBO (Valentines Day) | January 2020 – June 2020 | Very Impressive | Outstanding | |

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

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

Prepared by:

SHALOM GRACE C. SUGANO, PhD
Unit Head