

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: JED ASAPH D. CORTES

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.95 x 50% = 2.47	
b. Students (50%)		4.23 x 50% = 2.11	
Total for Instruction	50%	4.58	2.29
2. Research			
a. Client/Dir. for Research (50%)		5.0 x 50% = 2.25	
b. Dept. Head/ Dean /Center Director (50%)		5.0 x 50% = 2.25	
Total for Research	20%	5.0	1.0
3. Extension			
a. Client/Dir. for Extension (50%)		4.7 x 50% = 2.35	
b. Dept Head/Center Director (50%)		4.7 x 50% = 2.35	
Total for Extension	20%	4.7	0.94
4. Administration as Web Team Head	10%	5.0	0.50
TOTAL	100%		4.73

EQUIVALENT NUMERICAL RATING: 4.73

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.73


ADJECTIVAL RATING:

OUTSTANDING

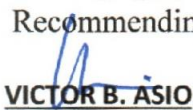
Prepared by:


JED ASAPH D. CORTES
Instructor

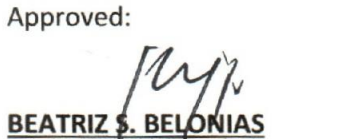
Reviewed by:


CHRISTINA A. GABRILLO
Department Head

Recommending Approval:


VICTOR B. ASIO
Dean CAFS

Approved:


BEATRIZ S. BELONIAS
Vice President for Instruction

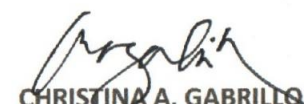
Visayas State University
DEPARTMENT OF DEVELOPMENT COMMUNICATION
COLLEGE OF AGRICULTURE AND FOOD SCIENCE
Visca, Baybay City, Leyte

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (IPCR)

I, JED ASAPH D. CORTES, a faculty of the Department of Development Communication, committed to deliver and agreed to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period of JULY TO DECEMBER 2019.


JED ASAPH D. CORTES
Ratee

APPROVED:


CHRISTINA A. GABRILLO
Head of Unit

	MFOs & PAPs	SUCCESS INDICATORS	TASKS ASSIGNED	TARGETS	ACCOMPLISHMENTS	RATING				REMARKS
MFO No.						Quality	Efficiency	Timeliness	Average	
OVPI MFO 1: Advanced Education Services										
1	Graduate Degree Program Management Services	Total Full-time Teaching Equivalent (FTE)								
OVPI MFO 2: Higher Education Services										
2	Curricular Program Management Services	Total Full-time Teaching Equivalent (FTE)	TAUGHT DevC 124, 124, 256 and 200	10.00	12.00	5.0	5.0	4.0	4.7	
		PI8a. Number of students advised								
		On thesis/ field practice	As Adviser & SRC Member	2.00	13.00	5.0	5.0	4.0	4.7	
		PI 8b. Number of Student organizations Advised/ Assisted								
		Student organizations advised	DECSO/AMARANTH	1.00	2.00	5.0	5.0	4.0	4.7	

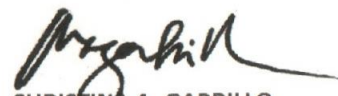
		<i>Student organizations assisted on student related activities</i>	DECISO/AMARANTH	3.00	5.00	5.0	5.0	4.0	4.7	
		PI 9. Number of instructional materials developed								
		<i>Revised syllabi</i>	DevC 124, DevC 121, DevC 139	1.00	3.00	5.0	5.0	4.0	4.7	
		<i>Revised Powerpoint lect. presentation (per course)</i>	DevC 124, DevC 121, DevC 139	1.00	3.00	5.0	5.0	4.0	4.7	
Total Rating for Instruction										
Average Rating for Instruction										
OVPI MFO 3: Research Services										
3	Research Services	PI 2. Number of research outputs presented in regional/national/ int'l fora/conferences								
		<i>In institutional fora/conferences</i>	AMIC; ADCEP; PACE; DEVCOM RTSPC;	1.00	5.00	5.0	5.0	5.0	5.0	
		PI 3. Number of research projects conducted and/or completed on schedule								
		PI 6. Amount of research money generated from external funding (Thousand PHP)	From CHED-COD		1,330,000.00	5.0	5.0	5.0	5.0	
Total Rating for Research										
Average Rating for Research										
OVPI MFO 4: Extension Services										
4	Extension Services	PI 1. Number of person-days trained weighted by length of training	To serve as resource person/paper presenter in trainings/seminar-workshops	50.00	70.00	5.0	5.0	5.0	5.0	
		PI 2. Number of IEC materials/technoguides developed/used								
		PI 3. Number of beneficiaries served	SUCs/Govt. Agencies			5.0	5.0	5.0	5.0	
		<i>Groups</i>	Info officers/faculty/parents	1.00	2.00	5.0	5.0	4.0	4.7	
		<i>Individuals</i>		20.00	70.00	5.0	5.0	4.0	4.7	

OVPI MFO 5: Support to Operations										
5	Support to Operations	PI 1. Number of seminars/ trainings/conventions/ workshops coordinated for entire university	OBE Seminar; Philippine Association of Communication Educators (PACE) Conference; Pinoy Media Congress; RTSPC Eastern Visayas Conference; NCCT-UUMT National Training on Media Literacy	3.00	5.00	5.0	5.0	4.0	4.7	
	NEW INITIATIVES/BEST PRACTICES					5.0	5.0	5.0	5.0	
	RECEIVED THE 2ND CHED- COD FUNDING	NATIONAL	JADCORTES	800,000.00	1,330,000.00	5.0	5.0	5.0	5.0	
	REACCREDITED WITH THE BSDC PROGRAM AS AACUP LEVEL 3 PHASE 2	NATIONAL	JADCORTES	1.00	1.00	5.0	5.0	5.0	5.0	
	ACCREDITED BY CHED AS RQAT COPC COMPLIANT	REGIONAL	JADCORTES	1.00	1.00	5.0	5.0	5.0	5.0	
	ORGANIZED AND HOSTED THE 2018 RTSPC CONFERENCE	REGIONAL	JADCORTES	1.00	1.00	5.0	5.0	5.0	5.0	
	DESIGNATED AS OIC HEAD OF THE WEB TEAM	INSTITUTIONAL	JADCORTES	1.00	2.00	5.0	5.0	5.0	5.0	
	VOTED AS OFFICER OF THE RTSPAA	REGIONAL	JADCORTES	1.00	3.00	5.0	5.0	5.0	5.0	
	DESIGNATED AS CHAIRPERSON & EMCEE IN UNIVERSITY STANDING COMMITTEES	INSTITUTIONAL	JADCORTES	30.00	50.00	5.0	5.0	5.0	5.0	
	CONDUCTED OUR TEAM BUILDING ACTIVITY WITH OBEDIZED SYLLABI AS OUTPUTS	DEPARTMENTAL	JADCORTES	1.00	1.00	5.0	5.0	5.0	5.0	

	STRENGTHENED LINKAGES WITH UPLB CDC & SUCS OFFERING DEVCOM	NATIONAL, REGIONAL	JADCORTES	10.00	20.00	5.0	5.0	5.0	5.0	
Total Rating for Extension										
Average Rating for Extension										
						112.00				
Total Over-all Rating						4.87				
Adjectival Rating						OUTSTANDING				

Average Rating (Total Over-all rating)			112.00	Comments and Recommendations for Development Purpose <i>Encourage other faculty to publish.</i>
Additional points:				
Punctuality				
Approved additional points			2.00	
FINAL RATING			4.95	
ADJECTIVAL RATING			OUTSTANDING	

Evaluated and Rated by:


CHRISTINA A. GABRILLO

Head, DDC

Date: _____

Recommending Approval:


VICTOR B. ASIO

Dean, CAFS

Date: _____

Approved:


BEATRIZ S. BELONIAS

Vice Pres. for Instruction

Date: _____

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: Jed Asaph Cortes

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 classes in DevC 124 Fund. Of Edu.Comm., DevC121 Intro.to Dev.Comm. and DevC139 Interpersonal and Participatory Comm.	Classes Taught	July 2019	December 2019	December 2019	Very Impressive	Outstanding	Great job!
2	Advise devcom students in undergraduate thesis	Students finish thesis.	July 2019	December 2019	December 2019	Very Impressive	Outstanding	Keep it up!
3	Manage the VSU Web Team as OIC-Head	VSU web assets functional and services delivered.	July 2019	December 2019	December 2019	Very Impressive	Outstanding	Keep it up!
4	Conduct documentation and publicity work for various VSU units, events, and programs.	Stories, photos, and videos about VSU events, programs, developments, etc.	July 2019	December 2019	December 2019	Very Impressive	Outstanding	Keep it up!
5	Conduct research work in various DDC research projects.	Research activities conducted.	February 2019	February 2020	February 2020	Very Impressive	Outstanding	Keep it up!

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

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

Prepared by:


CHRISTINA A. GABRILLO
 Head, DDC

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **Jed Asaph D. Cortes**

Performance Rating: **Outstanding**

Aim: Achieve higher competencies in development communication instruction, research, and extension.

Proposed Interventions to Improve Performance:

Date: July 2019 Target Date: December 2019

First Step: Finish graduate studies in UPLB; attend/conduct conferences, workshops, and training opportunities in line with field of discipline

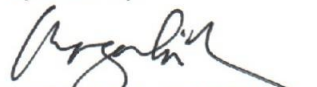
Result: Graduate MSDC in UPLB; conferences, workshops, and training opportunities attended

Date: July 2019 Target Date: December 2019

Next Step: Explore ways to grow academically; look for scholarship for PhD studies preferably abroad

Outcome: Enrolled/graduated PhD in development communication or related field; promoted to higher academic rank

Prepared by:



CHRISTINA A. GABRILLO

DDC Head

Conforme:



JED ASAPH D. CORTES

Ratee Faculty/Staff