

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Rating Period: JANUARY-JUNE 2023

Name of Faculty Member:

ALDRIN R. PALERMO

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2x3)
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head (50%)		5.00 x 50% = 2.500	
b. Students (50%)		5.00 x 50% = 2.500	
TOTAL for Instruction	80%	5.00	4.000
2. Research	10%		
a. Client/Director for Research			
b. Dept. Head/Center Director		5.00 x 10% = 0.500	
TOTAL for Research			0.500
3. Extension			
a. Client/Director for Extension			
b. Dept. Head/Center Director			
TOTAL for Extension			
4. Production			
5. Administration/Other Services	10%	5.00 x 10% = 0.500	0.500
TOTAL	100%		5.000

EQUIVALENT NUMERICAL RATING: 5.000

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 5.000

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

ALDRIN R. PALERMO

Name of Faculty

Reviewed by:

MARIA VANESSA E. GABUNADA

Department Head

Recommending Approval:

MA. THERESA P. LORETO

Dean, CAS


Approved by:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ALDRIN R. PALERMO, a faculty member 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 2023.


ALDRIN R. PALERMO
 Instructor 1
 Date: 7/19/23

Approved: 
MARIA VANESSA E. GABUNADA, Ph.D.
 Department Head
 Date: 7-19-23


MA. THERESA P. LORETO, Ph.D.
 College Dean
 Date: JUL 25 2023

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
						Quality	Efficiency	Timelines	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned	N/A						
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	N/A						
		A3. Number of students advised on thesis/special problem/dissertation		N/A						
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	N/A						
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	N/A						
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	N/A						

	PI 9: Number of instructional materials developed *	A5. Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems	N/A						
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	N/A						
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	N/A						
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	N/A						
		A 6 : 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	N/A						
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	N/A						
	PI 10: Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	N/A						
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches social sciences subjects/courses assigned	18	36.9	5	5	5	5.00	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	6	6	5	5	5	5.00	Gradesheets submitted
		A 11. 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	3	9	5	5	5	5.00	Students obtained INC in the subject ScSc 12n (First Semester of SY 2021-2022) and THTy 108 (Second Semester of SY 2021-2022)
		A12. Number of trainings attended related to instruction	Attend mandated trainings	3	N/A					

	A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	6	12	5	5	5	5.00	SCSC 12n (Offering nos. M069,M656 and M705; THTy 108 (I 068, I080 and I174)
	A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	6	16	5	5	5	5.00	SCSC 12n (Offering nos. M069,M656 and M705; THTy 108 (I 068, I080 and I174)
	A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	6	18	5	5	5	5.00	SCSC 12n (Offering nos. M069,M656 and M705; THTy 108 (I 068, I080 and I174)
PI 8: Number of students advised: *	A16 . Number of students advised:	Acts as academic adviser to students	N/A	N/A					
	A17 . Number of students advised on thesis/ field practice/special problem:		N/A	N/A					
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	N/A	N/A					
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript	N/A	N/A					
	A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis, and grades	10	40	5	5	5	5.00	SCSC 12n (Offering nos. M069,M656 and M705; THTy 108 (I 068, I080 and I174)
PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	5	5	5	5.00	AKHRO fraternity
	A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1	5	5	5	5.00	AKHRO fraternity
PI 10: Number of instructional materials developed *	A 21 : Number of online course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	N/A	N/A					
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	2	5	5	5	5.00	Subjects in Scsc12n (using google classroom) and in THTy 108 (using VSUEE)
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on	2	24	5	5	5	5.00	Subject Scsc12n (Reading sin Philippine History) and THTy 108 (Legals Aspects in Tourism and Hospitality

		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	6	12	5	5	5	5.00	Scsc12n and THTy 108
		A 23 : Number of on-line course ware	Submits the course ware duly	N/A	N/A					
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	2	5	5	5	5.00	Subjects in Scsc12n (using google classroom) and in THTy 108 (using VSUEE)
	PI 11. Additional outputs	A 25. Number of Additional outputs								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	N/A	N/A					
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	N/A	N/A					
		A 26. Other outputs implementing the	Designs experiential learning	N/A	N/A					
					TOTAL				5.00	
UMFO 3 . RESEARCH SERVICES										
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A27. 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	N/A	N/A					
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year	N/A	N/A					

	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication	1	2	5	5	5	5.00	Published article entitled "Attitudes towards Divorce and Divorce Bill among Married Individuals in the Rural Areas of the Fifth District of Leyte Province, Philippines: Variations based on Religion, Religiosity, Educational Attainment, and Age Cohort"; Published book entitled "From the Seas to the Mountains Narratives of Marine and Terrestrial Ecosystems Conservation in the Municipality of Pilar, Camotes, Cebu"
		<i>In refereed int'l journals</i>		N/A	N/A					
		<i>In refereed nat'l/regional journals</i>		N/A	N/A					
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences	N/A	N/A					
		<i>In int'l fora/conferences</i>		N/A	N/A					
		<i>In nat'l/regional fora/conferences</i>		N/A	N/A					
	PI 5. Percent of research proposals approved *	A 31. Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its proposal for immediate	N/A	N/A					
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)		N/A	N/A					
		A 33. Number of journal articles/scientific papers received and	Acts as peer reviewer of journal	N/A	N/A					
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output	N/A	N/A					
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	N/A	N/A					
					TOTAL				5.00	
UMFO 4. EXTENSION SERVICES										

PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs,	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs,	Identifies and links with probable partners for extension	N/A	N/A					
PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	N/A	N/A					
PI 3. Number of extension programs	A 38. Number of extension	Implementes duly approved	N/A	N/A					
PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	A 39. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	Provides quality and relevant training courses and advisory services	N/A	N/A					
PI 5. Number of technical/expert services	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries	N/A	N/A					
Research Mentoring	Research Mentor		N/A	N/A					
Peer reviewers/Panelists	Peer reviewers/Panelists		N/A	N/A					
Resource Persons	Resource Persons		N/A	N/A					
Convenor/Organizer	Convenor/Organizer		N/A	N/A					
Consultancy	Consultant		N/A	N/A					
Evaluator	Evaluator		N/A	N/A					
PI 6. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project	N/A	N/A					
PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *		N/A	N/A					
	A 43. Other outputs implementing the new normal due to covid 19	Designs extension-related activities and other outputs to implement new normal	N/A	N/A					
				TOTAL				NONE	
UMFO 5. SUPPORT TO OPERATIONS									
OVPI MFO 4. Program and Institutional Accreditation Services									
PI 8. Compliance to all requirements	A 44. Compliance to all requirements of	Ensures that all the QMS core	zero non-conformity	N/A					
	A 45. 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	N/A					
	On program accreditations		N/A	N/A					
	On institutional accreditations		N/A	N/A					
UMFO 6. General Admin. & Support Services (GASS)									

PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	zero non-conformity	N/A						
PI 3: Additional Outputs	A 47. 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	NONE	N/A						
	A 48. Other outputs implementing the	Designs administration/management	NONE	N/A						
	Number of student-athletes trained and monitored	Badminton coach - VSU varsity team	7	7	5	5	5	5.00	Conduct training every Tuesday and Thursday from 5:00 - 7:00 pm	
	Number of committees chaired in DLABS	Chaired Committed on Physical plants and facilities	1	1	5	5	5	5.00	Chairman, Committee on Physical Plants and Facilities	
				TOTAL				5.00		
Total Over-all Rating										
Average Rating										
Adjectival Rating										

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

Comments & Recommendations for Development Purpose:

Mr. Palermo is a very diligent and responsible faculty. He is recommended to finish his Master's degree for the development of his tenure, teaching, and scholarly skills.

Evaluated & Rated by:



MARIA VANEŠSA E. GABUNADA

Department Head

Date: July 13, 2023

Recommending Approval


MA. THERESA P. LORETO

Dean, College of Arts and Sciences

Date: JUL 25 2023

Approved by:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date:

PERFORMANCE MONITORING FORM


Name of Employee: Aldrin R. Palermo

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	Handles and teaches social science and Legal Aspects in Tourism and Hospitality subjects/courses assigned (ScSc 12n & THTy 108)	Virtual Classroom of the assigned classes, grade sheet per courses taught, and good result of student performance evaluation	February 2023	June 2023	June 2023	Impressive	Outstanding	Improve performance with respect to students' comments on TPES.
2	Assist students' concerns through student's consultation	Improved student performance	February 2023	June 2023	June 2023	Impressive	Outstanding	Provide more interventions for the improvement of students
3	Prepares revised course syllabi updates in THTy 108	Approved course syllabi	February 2023	June 2023	June 2023	Impressive	Outstanding	Follow OBE format as prescribed
4	Prepares instructional module/learning guide in THTy 108	Approved learning guide	February 2023	June 2023	June 2023	Impressive	Outstanding	Accomplished
5	Update virtual classroom using VSUEE/Moodle	Updated virtual classroom in ScSc 12n and THTy 108	February 2023	June 2023	June 2023	Impressive	Outstanding	Accomplished
6	Perform other functions assign by the department	DLABS Socio-Cultural Committee member DLABS Physical Facilities chairman	February 2023	June 2023	June 2023	Impressive	Outstanding	DLABS Socio-Cultural Committee member DLABS Physical Facilities chairman
7	Perform other functions assign by the University and other departments	Conduct classes with students in ScSc 12n and THTy 108 for the month of February to June 2023, Second semester of AY 2022-2023	February 2023	June 2023	June 2023	Impressive	Outstanding	Accomplished
8	Perform other functions assign by the University	Coach of VSU Badminton Men Varsity Team since 2016 to present	February 2023	June 2023	June 2023	Impressive	Outstanding	Accomplished

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

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

Prepared by:


MARIA VANESSA E. GABUNADA, Ph.D.

Department Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **Aldrin R. Palermo**

Performance Rating: **Outstanding**

Aim: To continue graduate study in a reputable institution and improve teaching effectiveness.

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

Date: January 1, 2023

Target Date: December 31, 2023

First Step:

- a) Encouraged him to continue and finish his master's study in a reputable institution preferably in the Philippines by 2023.
- b) Advised him to clearly inform students of his class policies which may be repeated in the next class session during the first week of semester e.g., arranged schedule, tardiness, absences etc.

Result:

- a) He has enrolled in a master's program at a university in Cebu City.
- b) He is now in his last year in his master's program.
- c) He has obtained an outstanding rating in his previous TPES (First Semester A.Y. 2022-2023).

Date: January 01, 2022

Target Date: End of second semester

Next Step:

- a) He was advised to finish his master's program by 2023
- b) He was advised to improve his teaching performance based on most recent student evaluation results by reviewing weak points.

Outcome:

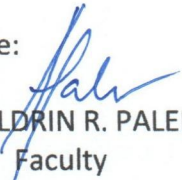
- a) Done with his Comprehensive Exam in his Master's program.

Final Step/Recommendation: NA

Prepared by:


MARIA VANESSA E. GABUNADA
Department Head

Conforme:


ALDRIN R. PALERMO
Faculty