

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **MARIANE U. DELA PEÑA**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		5.0x50%= 2.50	
b. Students (50%)		4.20x50% = 2.10	
Total for Instruction	45%	4.60	2.07
2. Research			
a. Client/Dir. for Research (50%)		5.0x 50% = 2.50	
b. Dept. Head/Center Director (50%)		5.0x 50% = 2.50	
Total for Research	30%	5.0	1.50
3. Extension			
a. Client/Dir. for Extension (50%)		5.0x 50% = 2.50	
b. Dept Head/Center Director (50%)		5.0x 50% = 2.50	
Total for Extension	15%	5.0	0.75
4. Administration	10%	5.0	0.50
TOTAL			4.82

EQUIVALENT NUMERICAL RATING: 4.82

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.82

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by:


MARIANE U. DELA PEÑA
Name of Faculty

Reviewed by:


ULDERICO B. ALVIOLA
Department Head

Recommending Approval:


SUZETTE B. LINA
College Dean

Approved:


ROTACIO S. GRAVOSO
Vice President for Academic Affairs

F U D E

MARIANE U. DELA PEÑA
Ratee

Approved:

9-12-2024

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO 1. Higher Education Management Services									
Curricular Program Management Services	PI 1. Total Full-time Teaching Equivalent (FTE)	Handles subjects/ courses assigned	7.5	8.85	5	5	5	5	DevC 130 subject
	PI 2. Number of students advised on thesis/ field practice/special problem:								
	2.1 On thesis/ field practice		3	3	5	5	5	5	All thesis advisees
	PI 3. Student organizations assisted on student related activities		1	2	5	5	5	5	DeCSo, SBC
	PI 4. Revised Powerpoint lect. presentation (per course)		3	8	5	5	5	5	DevC 130 subject
Total Rating for Instruction								20	
Average Rating for Instruction								5.0	

MFO 2: Research Services

Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	PI 5. 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	2	3	5	5	5	5	<ul style="list-style-type: none"> - Cultural Heritage Mapping of Properties of the Visayas State University in Baybay City, Leyte - Development of Learning Guides on Instructional Materials Development - Strengthening Teachers' Capability to Use ICT in the Teaching-Learning Process
Number of research outputs completed within the year *	PI 6. Number of research outputs completed within the year *	Conducts and completes research project/study within the year	2	3	5	5	5	5	The project is still ongoing
Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (%) *	PI 7. Percentage of research outputs published in internationally- refereed or CHED recognized journal within the year				5	5	5	5	
	<i>In refereed int'l journals</i>	Writes publishable materials out of research outputs and submits for publication	5 %	5%	5	5	5	5	
Number of research outputs presented in regional/national/ int'l fora/conferences	PI 8. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific for a/ conferences	2	3	5	5	5	5	<ul style="list-style-type: none"> - Cultural Heritage Mapping of Properties of the Visayas State University in Baybay City, Leyte - Development of Learning Guides on Instructional Materials Development - Strengthening Teachers' Capability to Use ICT in the Teaching-Learning Process

Percent of research proposals approved *	PI 9. Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	2	10%	5	5	5	5	- Cultural Heritage Mapping of Properties of the Visayas State University in Baybay City, Leyte - Development of Learning Guides on Instructional Materials Development - Strengthening Teachers' Capability to Use ICT in the Teaching-Learning Process
Total Rating for Research									30
Average Rating for Research									5.0
MFO 4. EXTENSION SERVICES									
Number of trainees weighted by the length of training	PI 10. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	5	25	5	5	5	5	Enhancement of Quality, Safety and Stability of Selected Dairy Products Processed by the Baybay Dairy Cooperative
Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	PI 11. Number of extension programs/projects implemented	Implements duly approved extension projects	1	1	5	5	5	5	Enhancement of Quality, Safety and Stability of Selected Dairy Products Processed by the Baybay Dairy Cooperative
	PI 12. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries	1	1	5	5	5	5	Enhancement of Quality, Safety and Stability of Selected Dairy Products Processed by the Baybay Dairy Cooperative
Percent of extension proposals approved *	PI 13. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	1	3	5	5	5	5	Enhancement of Quality, Safety and Stability of Selected Dairy Products Processed by the Baybay Dairy Cooperative

Total Rating for Extension									20	
Average Rating for Extension									5.0	
MFO 6. General Admin. & Support Services (GASS)										
Zero percent complaint from clients served	PI 24. Customarily friendly frontline services	Provides customer friendly frontline services to clients	100% zero compliant	100% zero compliant	5	5	5	5	100% zero compliant	
Total Rating for GASS									5	
Average Rating for GASS									5.0	
Total Over-all Rating									75	

Average Rating (Total Over-all rating divided by 4)		5.0
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		5.0
ADJECTIVAL RATING		OUTSTANDING

Comments & Recommendations for Development Purpose:

Excellent job!

Evaluated & Rated by:

ULDERICO B. ALVIOLA

Dept/Unit Head

Date: 9-12-24

Recommending Approval:

SUZETTE B. LINA

Dean, CAFS

Date: 9-12-24

Approved by:

ROTACIO S. GRAVOSO

Vice President for Academic Affairs

Date: 09/13/24

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: Department of Development Communication

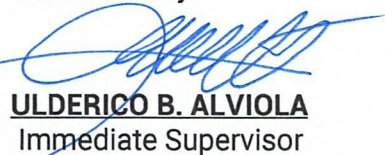
Head of Office: Dr. Ulderico B. Alviola

Number of Personnel: 13

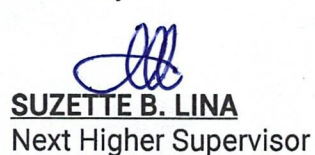
Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring					
1. Monitoring of classes, progress of student-theses advising, submission of grades, teaching performance and other academic related activities.	Done in February 2024	Done in June 2024			Done through class observations, notice to faculty, reminders, face to face and group meetings.
2. Monitoring of their research and extension activities as well as their respective projects funded by VSU and outside of VSU.	Done in February 2024	Done in June 2024			They were asked on updates of their on-going research and projects.
Coaching					
1. Some tips are given during meetings and team building activities to improve their teaching performance,	Done in January 2024	Done in December 2024			
2. Individual consultations done with the admin staff.	Done in January 2024	Done in December 2024			

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

Conducted by:


ULDERICO B. ALVIOLA
Immediate Supervisor

Noted by:


SUZETTE B. LINA
Next Higher Supervisor

PERFORMANCE MONITORING FORM

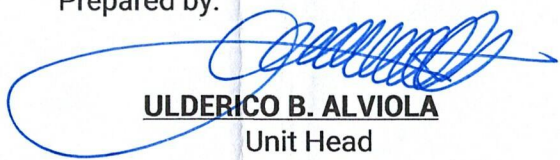
Name of Employee: **MARIANE U. DELA PEÑA**

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	Continue to conduct classes on undergraduate subjects check exams and requirements; submit grades	Very Satisfactory to Outstanding teaching performance as evaluated by students.	January 2024	June 2024	June 2024	Very impressive	Outstanding	Keep it up!
2	Update Syllabi and PowerPoints presentations in undergraduate subjects and teach those subjects.	Very Satisfactory to Outstanding teaching performance as evaluated by students.	January 2024	June 2024	June 2024	Very Impressive	Outstanding	Keep it up!
3	Conduct research and extension activities and present papers in RDE reviews and/or scientific conferences.	Research and extension activities undertaken and papers presented.	January 2024	December 2024	December 2024	Very Impressive	Outstanding	Keep it up!

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

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

Prepared by:


ULDERICO B. ALVIOLA

Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **MARIANE U. DELA PEÑA**

Performance Rating: **OUTSTANDING**

Aim: To improve/enhance capabilities in instruction, research and extension.

Proposed Interventions to Improve Performance:

Date: **January 2024** Target Date: **June 2024**

First Step:

1. Explore ways to grow academically
2. Finish MS studies and look for scholarship for PhD studies preferably abroad.

Result:

Professional Advancement

Date: **July 2024** Target Date: **December 2024**

Next Step:

To get involved in more research opportunities.

Outcome:

Have high-quality research experiences.

Final Step/Recommendation:

Professional Advancement and enhanced teaching capability.

Prepared by:


ULDERICO B. ALVIOLA

Department Head

Conforme:


MARIANE U. DELA PEÑA

Name of Ratee Faculty/Staff



TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

First Semester SY 2023-2024

Name of faculty: UBAY, MARIANE ..

Department: Dept. of Development Communication

College: College of Agriculture & Food Sciences

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Num.	Adjec.	
DevC 122	FUNDAMENTALS OF COMMUNITY BROADCASTING	LEC	4.00	Very Satisfactory	80.0%
DevC 122	FUNDAMENTALS OF COMMUNITY BROADCASTING	LAB	4.00	Very Satisfactory	80.0%
DevC 122	FUNDAMENTALS OF COMMUNITY BROADCASTING	LEC	5.00	Outstanding	100.0%
DevC 122	FUNDAMENTALS OF COMMUNITY BROADCASTING	LAB	5.00	Outstanding	100.0%
DevC 134	RADIO DRAMA AND DOCUMENTARY	LEC	4.00	Very Satisfactory	80.0%
DevC 134	RADIO DRAMA AND DOCUMENTARY	LAB	3.00	Satisfactory	60.0%
DevC 134	RADIO DRAMA AND DOCUMENTARY	LEC	4.00	Very Satisfactory	80.0%
DevC 134	RADIO DRAMA AND DOCUMENTARY	LAB	4.00	Very Satisfactory	80.0%
DevC 149	CROSS-CULTURAL COMMUNICATION	LEC	4.00	Very Satisfactory	80.0%
DevC 149	CROSS-CULTURAL COMMUNICATION	LEC	5.00	Outstanding	100.0%
Average Rating			4.20	Very Satisfactory	84.00%

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

Legend:

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory(S)

3.50 – 4.49 Very Satisfactory(VS)

4.50 – 5.00 Outstanding(O)

Prepared by:

VANESSA W. NAZAL

TPES in-Charge

Date: May 03, 2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: May 03, 2024

Received by:

UBAY, MARIANE ..

Name and Signature of Faculty

Date: 5-20-2024

Distribution of copies: ODIE, College, Department, Faculty

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

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

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