SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Rating Period: July-December 2024

Name of Faculty Member: **JADE BARACHIEL D. BANTASAN**

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head (50%)		3.63 x 50% = 1.815	
b. Students (50%)		4.83 X 50% = 2.415	
TOTAL for Instruction	80%	4.23	3.384
2. Research			
a. Client/Director for Research			
b. Dept. Head/Center Director			
TOTAL for Research			
3. Extension			
a. Client/Director for Extension			
b. Dept. Head/Center Director			
TOTAL for Extension			
4. Production	20%	3.43 x 20% = 0.686	0.686
5. Administration/Other Services			
TOTAL	100%		4.07

EQUIVALENT NUMERICAL RATING: 4.07
Add: Additional Points, if any: N/A
TOTAL NUMERICAL RATING: **4.07**

ADJECTIVAL RATING: **VERY SATISFACTORY**

Prepared by:

JADE BARACHIEL D. BANTASAN
Name of Faculty

Reviewed by:

MARIA VANESSA E. GABUNADA
Department Head

Recommending Approval:

GLENN G. PAJARES
Dean, CAS

Approved by:

ROTACIO S. GRAVOSO
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **JADE BARACHIEL D. BANTASAN**, a faculty member of the **DEPARTMENT OF ARTS, LANGUAGES AND LITERATURE** commit to the deliver and agree to be rated on the the following targets in accordance with the indicated measures for the period July - December 2024.

	Approved:	
JADE BARACHIEL D. BANTASAN	**MARIA VANESSA E. GABUNADA**	**GLENN G. PAJARES**
Instructor I	Head, DALL	College Dean
Date: 1-17-25	Date: 1-17-25	Date: 1-17-25

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target (Jan. - Dec)	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	PI 1: Total FTE monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned	N/A	N/A					
	PI 10 . Additional outputs:	A 2. Number of students advised	Acts as academic adviser to graduate students							

PI 10. *Additional outputs:*	**A3** . *Number of students advised on thesis/special problem/dissertation*		N/A	N/A					
	As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							
	AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	N/A	N/A					
	A4 . *Number of students entertained for consultation purposes*	*Entertains students seeking consultation with faculty*	N/A	N/A					
	Number of instructional materials developed		N/A	N/A					

UMFO 2. HIGHER EDUCATION SERVICES

OVPI MFO 3. Higher Education Management Services

PI 6: Number of programs accredited	**A 1**. Number of programs accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	N/A	N/A					
PI 10: Total FTE, coordinated, implemented and monitored *	**A 2**. Actual Faculty's FTE	Handles and teaches courses assigned	30	21.00	4	4	3	3.67	ELST 200.1 (1 section), Humn13 (4 sections), Humn 12 (2 sections)
PI 11: Number of new revised curricular proposals submitted	**A 3**. Number of new revised curricular proposals submitted	Contributes to the submission of a new revised curricular proposals	N/A	N/A					
PI 13: Percentage of courses offered with approved course syllabi	**A 4**. Percentage of courses offered with approved course syllabi	Teaches subjects with approved course syllabi	1	1	4	4	3	3.67	
PI 14: Percentage of courses offered with IMs	**A 5**. Percentage of courses offered with approved IMs	Teaches subjects with approved IMs	1	1	4	4	3	3.67	

PI 15: Number of Instructional Materials approved	**A 6**. Number of Instructional Materials approved	Prepares and submits IMs for review and approval	1	1	4	4	3	3.67	
PI 16: Percentage of courses offered with final grades submitted within the allowable period	**A 7**. Percentage of courses offered with final grades submitted within the allowable period	Submits grade sheets within allowable period	100%	100.00	4	4	3	3.67	
PI 18: Percentage of courses rated atleast VS in the Teaching Performance Evaluation by Students (TPES)	**A 8**. Percentage of courses rated atleast VS in the Teaching Performance Evaluation by Students (TPES)		80%	90.00	4	4	3	3.67	
PI 19: Additional Outputs	**A 9** . 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							
PI 19: Additional Outputs	**A 10** . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	6	6	4	4	3	3.67	Humn 13 and Humn 12
	A 11 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	12	14	4	4	3	3.67	Humn 13 and Humn 12
	A 12 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	2	6	4	3	3	3.33	Humn 12 and Humn 13
	A 13 . Number of Student organizations advised	Advises student organizations recognized by DSO							
	A 14 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	N/A	N/A					

				Total:				3.63		

UMFO 3 . RESEARCH SERVICES

PI 1: Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	**A 15.** 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 16.** Number of research outputs completed within the year *	Conducts and completes research project within the year	N/A	N/A						
PI 3: Number of research outputs presented in regional/national/ int'l fora/conferences	**A 17.** Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scienfic fora/conferences	N/A	N/A						
	a. *International*			N/A						
	b. *National*		N/A	N/A						
	c. *Regional or Institutional Conferences*		N/A	N/A						
PI 4: Number of research proposal submitted	**A 18.** Number of research proposal submitted	Submits research proposal for review	0	N/A						
PI 5: Number of research proposals approved	**A 19.** Number of research proposal approved	Follow ups submitted proposal and reviewed by TWG		N/A						
PI 6: Number of research projects/studies implemented	**A 20.** Number of research projects/studies implemented	Implements duly approved research projects/studies		N/A						
PI 7: Amount of research money obtained from external sources	**A 21.** Amount of research money obtained from external sources	Requests for research money from external sources	N/A	N/A						
PI 8: Amount of research money obtained from internal sources	**A 22.** Amount of research money obtained from internal sources	Requests for research money from internal sources								

PI 9: Number of patents applications	A 23 Number of patents applications	Applies for patents								
PI 10: Number of patents approved	A 24. Number of patents approved	Follow ups patent applications								
PI 11: Number of creative works published	A 25. Number of creative works published	Writes publishable materials out of research outputs and submits for publication								
PI 12: Number of research articles derived from approved research in the university submitted	A 26. Number of research articles derived from approved research in the university submitted	Submits research articles derived from approved research in the university for publication								
PI 13: Number of research articles derived from approved research in the university published	A 27. Number of research articles derived from approved research in the university published	Follow ups submitted research articles derived from approved research in the university for publication								
PI 14: Number of Scopus, WoS, and ACI publications and other reputable journals	A 28. Number of Scopus, WoS, and ACI publications and other reputable journals									
PI 15: Additional outputs*	A 29. No. of research-related awards (research conducted by faculty or student w/ faculty)									
	A 30. Number of journal articles/scientific paper received and reviewed as peer-reviewer	Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper								
	A 31. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output								

UMFO 4. EXTENSION SERVICES

PI 1: Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities (MOUs/MOAs)	**A 32.** Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained	Identifies and links with probable partners for extension activities and maintains this active partnership	N/A	N/A							
PI 2: Number of trainees weighted by the length of training	**A 33.** 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 and projects	**A 34.** Number of extension programs and projects		N/A	N/A							
PI 4: Percentage of beneficiaries who rated the training course/s as satisfactory or higher in terms of quality and relevance	**A 35.** Percentage of beneficiaries who rated the training course/s as satisfactory or higher in terms of quality and relevance	Provides quality and relevant training courses	N/A	N/A							
PI 5: Number of technical/expert services rendered	**A 36.** Number of technical/expert services rendered as/in:	Provides the technical and expert services requested by beneficiaries	N/A	N/A							
	a. Peer reviewer of journal/book		N/A	N/A							
	b. Review of research and extension proposal		N/A	N/A							
	c. Resource speaker/person (panelist, discussant, judge in academic and research competition, moderator in conferences, convenor, facilitator)		N/A	N/A							
	d. accreditor		N/A	N/A							

			e. consultancy		N/A	N/A						
	PI 6: Number of extension proposals submitted	**A 37.** Number of extension proposals submitted	Prepares extension project proposals and submits for review		N/A	N/A						
	PI 7: Number of extension proposals approved	**A 38.** Number of extension proposals approved	Follow ups submitted and reviewed extension proposals		N/A	N/A						
	PI 8: Number of extension proposals implemented	**A 39.** Number of extension proposals implemented	Implements duly approved extension projects		N/A	N/A						
	PI 9: Number of extension outputs presented in int'l, national, regional or institutional conferences	**A 40.** Number of extension outputs presented in:	Prepares, submits and presents extension paper in conferences		N/A	N/A						
		a. *International*			N/A	N/A						
		b. *National*			N/A	N/A						
		c. *Regional or Institutional Conferences*			N/A	N/A						
	PI 10: Number of extension actvities conducted	**A 41.** Number of extension activities conducted	Conducts extension program activities		N/A	N/A						
	PI 11: Number of trainings, seminars, fora conducted	**A 42.** Number of trainings, seminars, fora conducted	Conducts trainings, seminars, and fora									
	PI 12: Number of IEC materials developed	**A 43.** Number of IEC materials developed	Develop IEC materials									
	PI 13: Number of IEC materials distributed	**A 44.** Number of IEC materials distributed										

	PI 14: Number of extension articles derived from approved extension projects in the university submitted	**A 45.** Number of extension articles derived from approved extension projects in the university submitted	Submits extension articles derived from approved extension projects in the university								
	PI 15: Number of extension articles derived from approved extension projects in the university published	**A 46.** Number of extension articles derived from approved extension projects in the university published	Follow ups submitted extension articles derived from approved extension projects in the university for publication								
	PI 16: Amount of research money obtained from external sources	**A 47.** Amount of extension money obtained from external sources	Requests for extension money from external sources								
	PI 17: Amount of research money obtained from internal sources	**A 48.** Amount of extension money obtained from internal sources	Requests for extension money from internal sources								
	PI 18: Additional outputs *	**A 49.** No. of extension-related awards (extn. conducted by faculty or student & faculty) *									
UMFO 5. SUPPORT TO OPERATIONS											
OVPI MFO 1. Faculty Development Services											
	PI 7: Number of trainings, seminars, and conferences attended	**A 50.** Number of training, seminars, and conferences attended (international, national, regional/institutional)	Attends training, seminars, and conferences attended (international, national, regional/institutional)	1	N/A						
		International									
		National									
		Regional/Institutional		1	N/A						
OVPI MFO 3. Registration Services											

			Target	Accomplishment	Q	E	T	Ave	Remarks
PI 9: Percentage of students enrolled and validated within the registration period	A 51. Percentage of students enrolled and validated within the registration period	Validates students within the registration period	80%	100	4	4	3	3.67	
PI 10. Number of students advised during the registration period	A 52. Number of students advised during the registration period	Acts as academic adviser	18	23	4	4	3	3.67	ABELS STUDENTS (Academic Adviser)
OVPI MFO 4. Curricular Program Management Services									
PI 12: Number of IMs reviewed by the DIMRC	A 53. Number of IMs reviewed by the DIMRC	Submits IMs for review	1	N/A					
PI 13: Number of course syllabi and TOS reviewed and approved	A 54. Number of course syllabi and TOS reviewed and approved	Submits course syllabi and TOS for approval	2	2	4	3	3	3.33	Humn 13n and Humn 12 Midterm and Finals
PI 14: Number of OJT MOAs prepared	A 55. Number of OJT MOAs prepared	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU, and prepares MOA for the student internship program							
PI 15: Number of student interns deployed and monitored	A 56. Number of student interns deployed and monitored	Acts as student internship program coordinator							
PI 16: Number of student thesis advised:	A 57. Number of students advised on thesis/field practice/special problem:		5	5	4	3	3	3.33	ABABAT, FELTON VILLOCINO, ABERGIDO, CHARLENE MARIE, CAUBE, JONNA MAE TADEA, JATULAN, LOVELY, ROJAS, SHEILA MARIE BORROMEO
	As SRC Chairman	Advises and corrects research outline and thesis/SP manuscript	5	5	4	3	3	3.33	Galenzoga Gleeable, Jao Angelo, San Ramon Miguel Antonio, Villocino Frances Andrea

	PI	Activity	Description							Personnel
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	5	5	4	3	3	3.33	Balbarino Cristian, Flandez Miguel, Destriza Prescilla, Salvador Jypsy,Gloria Patricia
	PI 17: Number of exchange students supervised	A 58. Number of exchange students supervised	Acts as exchange student program coordinator/facilitator							
	PI 18: Number of students from other schools having summer program supervised	A 59. Number of students from other schools having summer program supervised	Acts coordinator/facilitator for students from other schools having summer program in VSU	N/A							
	PI 19: Number of external institutions/agencies conducting benchmarking activities served	A 60. Number of external institutions/agencies conducting benchmarking activities served	Facilitates in assisting of the external institutions/agencies conducting benchmarking activities	N/A							
	PI 20: Number of students from other academic departments conducting research activities served	A 61. Number of students from other academic depts conducting research activities served	Facilitates in assisting students from other academic depts conducting research activities	N/A							
	PI 21: Additional outputs	A 62. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	5	5	4	3	3	3.33	ABABAT, FELTON VILLOCINO, ABERGIDO, CHARLENE MARIE, CAUBE, JONNA MAE TADEA, JATULAN, LOVELY, ROJAS, SHEILA MARIE BORROMEO
		A 63. Number of on-line course ware developed and submitted :	Prepares on-line course ware							

		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof								
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught								
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.								
		A 64. Number of virtual classroom created/operational									
					Total:				3.43		

UMFO 6. GENERAL ADMINISTRATIVE AND SUPPORT SERVICES

	PI 1: Number of departments/institutes/offices supervised	A 65. Number of departments/institutes/offices supervised	Acts as head of office	N/A							
	PI 2: Number of management meetings conducted	A 66. Number of management meetings conducted	Presides departmental meetings	N/A							
	PI 3: Number of committee meetings conducted	A 67. Number of committee meetings conducted	Acts as committee chairman	N/A							
	PI 4: Number of routinary documents acted	A 68. Number of routinary documents acted	Signs documents	N/A							
	PI 5: Number of requests acted	A 69. Number of requests acted	Approves requests	N/A							
	PI 6: Number of memoranda prepared	A 70. Number of memoranda prepared	Issues memoranda	N/A							

	PI 7: Percentage of IFWs submitted to OVPAA before deadline	**A 71.** Number of IFWs submitted to OVPAA before deadline	Monitors submission of IFWs before deadline	N/A					
	PI 8: Percentage of Report of Actual Teaching Load submitted to OVPAA 30 days after the start of classes	**A 72.** Percentage of Report of Actual Teaching Load submitted to OVPAA 30 days after the start of classes	Monitors submission of ATL 30 days after start of classes	N/A					
	PI 9: Percentage of submitted DTR within 20 days after the last day of the month	**A 73.** Percentage of submitted DTR within 20 days after the last day of the month	Submits DTR within 20 days after the last day of the month	N/A					
	PI 10: Percentage of complaints, if any, addressed on time	**A 74.** Percentage of complaints, if any, addressed on time	Addresses complaints on time (if any)	N/A					
	PI 11: Percentage of action plans implemented and monitored as scheduled	**A 75.** Percentage of action plans implemented and monitored as scheduled	Implements and monitors action plans as scheduled	N/A					
	PI 12: Percentage of monthly accomplishment report submitted	**A 76.** Percentage of monthly accomplishment report submitted	Submits monthly accomplishment report	N/A					
	PI 13: Number of classroom and lab rooms constructed and renovated	**A 77.** Number of approved and implemented requests for classroom and lab rooms construction and renovation	Requests and monitors approval and implementation of requests classrooms and lab rooms construction and renovation	N/A					
	PI 14: Percentage budget utilization (GAA)	**A 78.** Percentage budget utilization (GAA)		N/A					
	PI 15: Percentage budget utilization (STF)	**A 79.** Percentage budget utilization (STF)		N/A					

PI 17: Additional Outputs	A 80. Number of meetings attended	Attends meetings (departmental/institutional)	N/A						
	A 81. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *	Initiates/introduces improvements in performfing functions resulting to best practice	N/A						
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. Bantasan is an asset to the department. He performs well in his classes and functions all the tasks assigned to him as committee chairperson/member. Pursuing a doctorate degree would hone his professional skills.

Evaluated & Rated by:

MARIA VANESSA E. GABUNADA
Head, DALL
Date: 1-17-25

Recommending Approval:

GLENN G PAJARES
Dean, College of Arts and Sciences
Date: 1-17-25

Approved by:

ROTACIO S. GRAVOSO
Vice President for Academic Affairs
Date:

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **JADE BARACHIEL D. BANTASAN**

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 courses: • Reading Visual Arts • Philippine Popular Culture • Undergraduate Thesis	Conducted classes, computed grades per course, and achieve an outstanding result in students' performance evaluation	July 2024	December 2024	July to December 2024			
2	Assist students' concerns through student's consultation	Aid in students' concerns on the subject (Humn13n, Humn 12)	July 2024	December 2024	July to December 2024			
3	Class preparation	Prepared modules, learning materials, videos, and virtual classroom	July 2024	December 2024	July to December 2024			
4	Checked student outputs	Collated and checked students submitted output (Humn13n, Humn 12)	July 2024	December 2024	July to December 2024			
5	Publish written essays	The published manuscript submitted to the department secretary	July 2024	December 2024	July to December 2024			
6	Participate in all activities conducted by the department, college and the university	Attendance sheet; Present certificates if possible	July 2024	December 2024	July to December 2024			
7	Perform other functions assigned by the department head	Certificate of the trainings and workshops	July 2024	December 2024	July to December 2024			

* Either very impressive, impressive, needs improvement, poor, very poor
** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

MARIA VANESSA E. GABUNADA
Department Head

EXHIBIT L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **JADE BARACHIEL D. BANTASAN**
Performance Rating:

Aims:

- Further update the materials and syllabus for face-to-face class
- To provide students with high-quality instruction and include them in a variety of activities relating to the course.
- To encourage a positive work environment by fostering good communication among coworkers.
- To attend professional conferences in order to expand one's knowledge and acquire new abilities and concepts.
- To develop and implement a variety of instructional strategies that will promote the acquisition of knowledge pertinent to the changing academic environment.

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

Date: JULY 2024   Target Date: DECEMBER 2024

- Attend seminars and training related to the field of specialization.
- Review and revise learning materials that improve student learning.
-Provide support to students and develop new learning skills.
-Participate in university and department activities that promote relationship-building among employees.
.

Outcome:

- Updated and revised learning materials that improve student learning every semester
- Provided support to students, Thesis Advisees to improve their learning in the course handled and their Thesis
- Participated in university and department activities, also served as committee on Socio-cultural, IT and Online page support, Facilities on Smart Classroom

Final Step/Recommendation: NA

_____

Prepared by:

MARIA VANESSA E. GABUNADA
Department Head

Conforme:

JADE BARACHIEL D. BANTASAN
Ratee/Faculty

VISAYAS STATE UNIVERSITY

INSTRUCTION AND EVALUATION OFFICE

TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

Second Semester AY 2023-2024

Name of faculty: **BANTASAN, JADE BARACHIEL D.**

Department: **Dept. of Arts, Languages and Literature**

College: **College of Arts and Sciences**

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Numerical	Adjectival	
Humn 11	ART APPRECIATION	LEC	5.00	Outstanding	100.0%
Humn 11	ART APPRECIATION	LEC	5.00	Outstanding	100.0%
Humn 12n	READING VISUAL ARTS	LEC	5.00	Outstanding	100.0%
Humn 11	ART APPRECIATION	LEC	5.00	Outstanding	100.0%
Humn 12n	READING VISUAL ARTS	LEC	4.00	Very Satisfactory	80.0%
Humn 11	ART APPRECIATION	LEC	5.00	Outstanding	100.0%
Average Rating			4.83	Outstanding	96.67%

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

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: 11-06-2024

Attested by:

MA. RACHEL KIM L. AURE
Director, Instruction and Evaluation
Date: 11-11-2024

Received by:

BANTASAN, JADE BARACHIEL D.
Name and Signature of Faculty
Date:

Distribution of copies: IEO, College, Department, Faculty (all in original signature)