

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: ANGELITA L. PARADERO

JULY - DECEMBER 2020

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)		Equivalent Numerical Rating (2 X 3)
1. Instruction	0.8			
a. Head/Dean (100%)		4.63 x 100%	4.62	
b. Students (0%)				
Total for Instruction	80%		4.62	3.70
2. Research	10%		4.54	0.45
a. Client/Dir. For Research (50%)				
b. Dept. Head/Center Director (50%)				
3. Extension				
a. Client/Dir. for Extension (50%)				
b. Dept. Head/Center Director (50%)				
Total for Extension				
4. Administration	10%		4.44	0.44
5. Production				
TOTAL	100%			4.59

EQUIVALENT NUMERICAL RATING:

4.59

Add: Additional Points, if any:

0

TOTAL NUMERICAL RATING:

4.59

ADJECTIVAL RATING:

Outstanding

Prepared by:

ANGELITA L. PARADERO

Name of Faculty

Reviewed by:

NILDA T. AMESTOSO

Dept. Head

Recommending Approval:

MOISES NEIL V. SERIÑO

Dean, CME

Approved:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

"Exhibit B"

I, ANGELITA L. PARADERO, a faculty member of the DEPARTMENT OF BUSINESS AND MANAGEMENT commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July to December 2020.

ANGELITA L. PARADERO

Instructor III

Date:

Approved:

NILDA T. AMESTOSO

Department Head

Date:

MOISES NEIL V. SERIÑO

College Dean

Date:

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
							Quality	Efficiency	Timeliness	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	1	6.75	5	5	5	5.00	
	PI 8: Number of graduate students advised *	A2. Number of students advised		Acts as academic adviser to graduate students	10	17	4	5	5	4.67	
		A3 . Number of students advised on thesis/special problem/dissertation									
		As GAC Chairman		Advises and corrects research outline and thesis/SP/dissertation manuscript	0	2	5	5	5	5.00	
		AS GAC Member		Advises and corrects research outline and thesis/SP/dissertation manuscript	3	13	5	5	5	5.00	
		A4 . Number of students entertained for consultation purposes		Entertains students seeking consultation with faculty	10	17	5	5	5	5.00	
	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	2	2	4	4	4	4.00	

		On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	2
		Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2
		Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10
		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	2
		A 7 : Number of virtual classroom created and operational		Creates virtual classroom using either Moodle or Google Classroom	2
	<u>PI 10</u> . Additional outputs:	<u>A 8. Other outputs implementing the new normal due to covid 19</u>		Designs experiential learning activities and other outputs to implement new normal	1
UMFO 2. HIGHER EDUCATION SERVICES					
OVPI UMFO 3. Higher Education Management Services					
	<u>PI 5</u> : Total FTE, coordinated, implemented and monitored *	<u>A9</u> . Actual Faculty's FTE		Handles and teaches courses assigned	15
		<u>A10</u> . Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline	8
		<u>A 11</u> . 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	6
		<u>A12</u> . Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings	3
		<u>A13</u> . Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught	2
		<u>A14</u> . Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	10
		<u>A15</u> . Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required	0

3	5	5	5	5.00
4	5	5	5	5.00
10	4	4	4	4.00
	2	2	2	2.00
2	4	4	4	4.00
2	4	5	5	4.67
34.05	5	5	5	5.00
16	5	5	5	5.00
6	4	4	4	4.00
4	5	5	5	5.00
6	5	5	5	5.00
35	5	5	5	5.00
4	5	5	5	5.00

	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic advisor to students</i>	46
		A17. Number of students advised on thesis/ field practice/special problem:		
		<i>As SRC Chairman</i>	Advising/ correction	3
		<i>As SRC Member</i>	Advising/ correction	5
		A18. Number of students entertained for consultation purposes		70
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	<i>Advises student organizations recognized by USOO</i>	0
		A20. Number of Student organizations assisted on student related activities	<i>Assists student organizations in implementing student related activities</i>	0
	PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :	<i>Prepares and submits for review by the Technical Review Panel</i>	
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	2
		<i>Supplemental learning resources</i>	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	2
		<i>Assessment tools</i>	<i>Prepares assessment tools such as long exam, quizzes, problems sets, etc.</i>	10
		A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	<i>Submits the course ware duly reviewed by TRP for editing by MMDC editor</i>	2
		A 24 : Number of virtual classroom created and operational	<i>Creates virtual classroom using either Moodle or Google Classroom</i>	2
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:	<i>Printing, binding and packing learning guides, reviewing learning guides, syllabus and TOS</i>	

116	5	5	5	5.00
11	5	5	5	5.00
17	5	5	5	5.00
80	5	5	5	5.00
1	5	5	5	5.00
2	5	5	5	5.00
3	5	5	5	5.00
7	5	5	5	5.00
10	4	4	4	4.00
0	1	1	1	1.00
5	5	5	5	5.00
269	5	5	5	5.00

		Program accreditation/evaluation		Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	0
		Agency/firm/Industry linkages		Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	0
		A 26. Other outputs implementing the new normal due to covid 19		Designs experiential learning activities and other outputs to implement new normal	1
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	
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *		Conducts and completes research or project within the year	0
	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	
		<i>In refereed int'l journals</i>			
		<i>In refereed nat'l/regional journals</i>			
	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 for a/conferences	
		<i>In int'l fora/conferences</i>			
		<i>In nat'l/regional fora/conferences</i>			
	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 approval for immediate implementation	1
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or			
		A 33. 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 34. Number of UMs submitted to ITSO, VSU	UM preparation	Prepares and submits application for UM of technology generated out of research output	
		A 35. Other outputs implementing the new normal due to covid 19		Designs research related activities and other outputs to implement new normal	1


5	5	5	5	5.00
3	5	5	5	5.00
2	4	5	5	4.67
1	5	5	5	5.00
1	4	4	4	4.00
1	4	4	4	4.00

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	A 36. 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		
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	10	
PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implementes duly approved extension projects		
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	95%	
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		
Research Mentoring	Research Mentor			
Peer reviewers/Panelists	Peer reviewers/Panelists			
Resource Persons	Resource Persons		1	
Convenor/Organizer	Convenor/Organizer			
Consultancy	Consultant			
Evaluator	Evaluator			
PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation		
PI 11. Additional outputs *	A 42. No. of extension-related awards (extr. conducted by faculty or student & faculty) *			
	A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	1	
UMFO 5. SUPPORT TO OPERATIONS				
OVPI MFO 4. Program and Institutional Accreditation Services				

20	5	5	5	5.00
100%	5	5	5	5.00
2	5	5	5	5.00
1	4	4	4	4.00

	PI 8. Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015*	A 44. Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015*		Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member	zero non-conformity	zero non-conformity	4	5	5.00	4.67
		A 45. Compliance to all requirements of the program and institutional accreditations:	Minutes Preparation	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant	100% compliant	4	5	4.00	4.33
		On program accreditations	Pilot Plant							
		On institutional accreditations	SSF Rootcrop							
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 % complaint	Zero % complaint	5	4	4.00	4.33
	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						
		A 48. Other outputs implementing the new normal due to covid 19		Designs administration/management related activities and other outputs to implement new normal						
Total Over-all Rating										
Average Rating										
Additional Points										
FINAL RATING										
ADJECTIVAL RATING										

Evaluated & Rated by:




NILDA T. AMESTOSO
Department Head

Date:

1-Quality 2-Efficiency 3 - Timeliness 4 - Average


Recommending Approval



MOISES NEIL V. SERIÑO
Dean, College of Mgt. & Economics

Date: 2/1/21

Approved by:



BEATRIZ S. BELONIAS
Vice President for Acad.

Date: 2/1/21

Comments and Recommendation:

Development Purpose:

Must engage in search for

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: ANGELITA L. PARADERO
Performance Rating: July – December 2020

Aim: Enhance skills on the effective delivery of flexible learning modality and to engage in the research works of DBM.

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

Date: July 2020

Target Date: December 2020

First Step:

Attend trainings/workshops related to flexible learning strategies.

Result:

- Created Moodle and Google Classrooms.
- Made learning guides/modules in MGMT 197 and MGMT 113.

Date: July 2020

Target Date: December 2020

Next Step:

Attend research-related trainings/workshop.


Outcome:

Wrote research proposal for DBM.

Final Step/Recommendation:

Request for more trainings/seminars on the effective delivery of flexible learning (e.g., teaching strategies, learning assessments, etc.) and research-related equipping activities.

Prepared by:


NILDA T. AMESTOSO
Unit Head

Conforme:


ANGELITA L. PARADERO
Ratee

cc: ODA-HRD