

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Rating Period: July-December 2021

Name of Faculty Member:

IANVIE NOREAN A. MIAGA

| Program Involvement (1) | Percentage Weight of Involvement (2) | Numerical Rating (Rating x %) (3) | Equivalent Numerical Rating (2x3) |
|----------------------------------|-----------------------------------------------|-----------------------------------------|--------------------------------------------|
| (1) | (2) | (3) | (2x3) |
| 1. Instruction | | | |
| a. Head (50%) | | 4.97 x 50% = 2.485 | |
| b. Students (50%) | | 4.12 x 50% = 2.060 | |
| TOTAL for Instruction | 90% | 4.55 | 4.091 |
| 2. Research | 5.0% | | |
| a. Client/Director for Research | | | |
| b. Dept. Head/Center Director | | 5.00 x 0.05 = 0.250 | 0.250 |
| TOTAL for Research | | | |
| 3. Extension | | | |
| a. Client/Director for Extension | | | |
| b. Dept. Head/Center Director | | | |
| TOTAL for Extension | | | |
| 4. Production | | | |
| 5. Administration/Other Services | 5.0% | 5.00 x 0.05 = 0.250 | 0.250 |
| TOTAL | 100% | | 4.591 |

EQUIVALENT NUMERICAL RATING: 4.591

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.591

ADJECTIVAL RATING:

VERY SATISFACTORY

Prepared by:

IANVIE NOREAN A. MIAGA

Name of Faculty

Reviewed by:

JETT C. QUEBEC

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, IANVIE NCREAN A. MIAGA, 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 accomplishments in accordance with the indicated measures for the period JULY-DECEMBER 2021.

Approved:

IANVIE NCREAN A. MIAGA

Instructor I

Date: 12/21/ 2021

JETT C. QUEBEC

Department Head

Date: January 5, 2022

MA. THERESA P. LORETO

College Dean

Date: 2/9/2022

| 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 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 | N/A | N/A | | | | | N/A |
| | PI 8: Number of graduate students advised * | A2. Number of students advised | Acts as academic adviser to graduate students | N/A | N/A | | | | | N/A |
| | | A3. Number of students advised on thesis/special problem/dissertation | | N/A | N/A | | | | | N/A |
| | | As GAC Chairman | Advises and corrects research outline and thesis/SP/dissertation manuscript | N/A | N/A | | | | | N/A |
| | | As GAC Member | Advises and corrects research outline and thesis/SP/dissertation manuscript | N/A | N/A | | | | | N/A |
| | | A4. Number of students entertained for consultation purposes | Entertains students seeking consultation with faculty | N/A | N/A | | | | | N/A |

| | | | | | | | | | | | |
|----------------------------------------------------------|-------------------------------------------------------------------|------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|------|-------|---|---|---|------|--|------------------------------------------------------------------|
| | <u>PI 9</u> : Number of instructional materials developed * | <u>A5</u> : Number of on-line ready coursewares developed and submitted for review | Converts the existing instructional materials into flexible learning systems | N/A | N/A | | | | | | N/A |
| | | On-line ready courseware | Prepares Instructional module/laboratory guide/workbook or a combination thereof | N/A | N/A | | | | | | N/A |
| | | Supplemental learning resources | Prepares Power Point presentation, video clips, movie clips, reading | N/A | N/A | | | | | | N/A |
| | | Assessment tools | Prepares assessment tools such as long exam, quizzes, problems sets, etc. | N/A | N/A | | | | | | 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 | N/A | | | | | | N/A |
| | | A 7 : Number of virtual classroom created and operational | Creates virtual classroom using either Moodle or Google Classroom | N/A | N/A | | | | | | N/A |
| | <u>PI 10</u> : Additional outputs: | <u>A 8</u> : Other outputs implementing the new normal due to covid 19 | Designs experiential learning activities and other outputs to implement new normal | N/A | N/A | | | | | | N/A |
| 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 | 21 | 33.75 | 5 | 5 | 5 | 5.00 | | Handled (8) sections in SCSC13n- The Contemporary World. |
| | | <u>A10</u> : Number of grade sheets submitted within prescribed period | Prepares gradesheet and submits on or before deadline | 7 | 8 | 5 | 5 | 5 | 5.00 | | Submitted (8) gradesheets for the course handled from the |
| | | <u>A 11</u> : Number of INC forms with grade submitted within prescribed period | Facilitates students in their completion of the subject and | NONE | 6 | 5 | 5 | 5 | 5.00 | | Completion form for students with INC were submitted immediately |
| | | <u>A12</u> : Number of trainings attended related to instruction | Attend mandated trainings | 1 | 3 | 5 | 5 | 5 | 5.00 | | (1) "Understanding Corpus Linguistics", (2) "Globalization: |
| | | <u>A13</u> : Number of long examinations administered and checked | Administers and checks long examination for subjects taught | 8 | 8 | 5 | 5 | 5 | 5.00 | | Administered final exam through Turnitin Assignment in VSUEE. |
| | | <u>A14</u> : Number of quizzes administered and checked | Prepares and checks quizzes for lec and lab | 5 | 5 | 5 | 5 | 5 | 5.00 | | Five (5) Module Assessments in SCSC13n- The Contemporary World. |
| | | <u>A15</u> : Number of lab reports and term papers checked and graded | Checks lab reports and term papers submitted as required | N/A | N/A | | | | | | N/A |

| | | | | | | | | | | |
|--|------------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-----|-----|---|---|---|------|---------------------------------------------------------------------------|
| | PI 8: Number of students advised: * | A16: Number of students advised: | Acts as academic advisor to students | N/A | N/A | | | | | N/A |
| | | A17: Number of students advised on thesis/field practice/special problem: | | | | | | | | |
| | | As SRC Chairman | Advises, and corrects research outline and thesis/SP manuscript | N/A | N/A | | | | | N/A |
| | | As SRC Member | Advises and corrects research outline and thesis/SP manuscript | N/A | N/A | | | | | N/A |
| | | A18: Number of students entertained for consultation purposes | Entertains students consulting on subject taught, thesis and grades | 30 | 30 | 5 | 5 | 4 | 4.67 | Entertained concerns and queries from students through email. |
| | PI 9: Number of student organizations advised/ assisted * | A19: Number of Student organizations advised | Advises student organizations recognized by USOO | N/A | N/A | | | | | N/A |
| | | A20: Number of Student organizations assisted on student related activities | Assists student organizations in implementing student related activities | N/A | N/A | | | | | N/A |
| | PI 10: Number of instructional materials developed * | A 21: Number of on-line course ware developed and submitted : | Prepares and submits for review by the Technical Review Panel | | | | | | | |
| | | On-line ready courseware | Prepares Instructional module/laboratory guide/workbook or a combination thereof | 1 | 1 | 5 | 5 | 5 | 5.00 | SCSC13n- The Contemporary World |
| | | Supplemental learning resources | Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught | 5 | 6 | 5 | 5 | 5 | 5.00 | Prepared (6) PowerPoint Presentations for SCSC 13n-The Contemporary World |
| | | Assessment tools | Prepares assessment tools such as long exam, quizzes, problems sets, etc. | 2 | 2 | 5 | 5 | 5 | 5.00 | Prepared (2) exams for SCSC13n-The Contemporary World |
| | | A 23: 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 | 1 | 1 | 5 | 5 | 5 | 5.00 | For SCSC13n-The Contemporary World |
| | | A 24: Number of virtual classroom created and operational | Creates virtual classroom using either Moodle or Google Classroom | 6 | 8 | 5 | 5 | 5 | 5.00 | Created eight (8) Virtual Classrooms for SCSC13n-The Contemporary World |

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|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|------|---------|---|---|---|------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| | PI 11. Additional outputs | A 25. Number of Additional outputs accomplished: | | | | | | | | |
| | | Program accreditation/evaluation | Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation | N/A | 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 | | | | | N/A |
| | | A 26. Other outputs implementing the new/ normal due to covid 19 | Designs experiential learning activities and other outputs to implement new normal | none | none | | | | | none |
| | | | | | AVERAGE | | | | 4.97 | |
| 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 | none | none | | | | | none |
| | 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 | none | 1 | 5 | 5 | 5 | 5.00 | Conducted and completed research study titled "Dive Into the Dark Contours of Pandemic: Lived Experiences of Pre-Service Social Studies Teachers" |
| | 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 | none | none | | | | | Pending paper 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/r ational/ int'l fora/conferences * | Prepares, submits and presents research paper in scientific fora/conferences | | | | | | | |

| | | | | | | | | | | |
|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|------|---------|---|---|---|------|-------------------------------------------------------------------------------------------------------|
| | | In int'l fora/conferences | | none | 1 | 5 | 5 | 5 | 5.00 | Presented paper in 2nd International Conference on Education, Environment and Agriculture (ICEEA2021) |
| | | In nat'l/regional fora/conferences | | none | none | | | | | |
| | PI 5. Percent of research proposals approved * | A 31. Percentage of of research proposals prepared, submitted and approved | Prepares research proposals, submits and follows up its approval for immediate implementation | none | none | | | | | none |
| | PI 6 Additional outputs* | A 32. No. of research-related awards (research conducted by faculty or student w/ faculty) | | none | none | | | | | none |
| | | 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 | none | none | | | | | none |
| | | 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 | | | | | 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 | none | none | | | | | none |
| | | | | | AVERAGE | | | | 5.00 | |
| 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 LGJs, 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 | | | | | 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 | | | | | N/A |

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|-------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|---------------------|---------------------|---|---|---|------|---------------------|
| | 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 | N/A | 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 | | | | | 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 | | | | | N/A |
| | Research Mentoring | Research Mentor | | NONE | NONE | | | | | NONE |
| | Peer reviewers/Panelists | Peer reviewers/Panelists | | NONE | NONE | | | | | NONE |
| | Rescure Persons | Rescure Persons | | NONE | NONE | | | | | NONE |
| | Convenor/Organizer | Convenor/Organizer | | NONE | NONE | | | | | NONE |
| | Consultancy | Consultant | | NONE | NONE | | | | | NONE |
| | Evaluator | Evaluator | | NONE | NONE | | | | | NONE |
| | PI 8. Percent of extension proposals | A 41. Percent of extension proposals approved | Prepares extension project | NONE | NONE | | | | | NONE |
| | PI 11. Additional outputs * | A 42. No. of extension-related awards (extrn. | | NONE | NONE | | | | | NONE |
| | | A 43. Other outputs implementing the new | and other outputs to implement new | NONE | NONE | | | | | NONE |
| UMFO 5. SUPPORT TO OPERATIONS | | | | | | | | | | |
| | OVPI MFO 4. Program and Institutional Accreditation Services | | | | | | | | | |
| | 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 | 5 | 5 | 5 | 5.00 | zero non-conformity |
| | | A 45. Compliance to all requirements of the | Prepares required documents and | 100% compliant | 100% compliant | | | | | 100% compliant |
| | | On program accreditations | | N/A | N/A | | | | | N/A |
| | | On institutional accreditations | | N/A | 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 | no complaint | no complaint | 5 | 5 | 5 | 5.00 | |

| | | | | | | | | | |
|--------------------------|--------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|------|---------|--|--|--|------|------|
| PI 3: Additional Outputs | A 47. Number of new initiatives introduced resulting to best practice replicated/benchmarked by other departments. | Initiates/introduces improvements in performing functions resulting to best practice | NONE | NONE | | | | | NONE |
| | A 48. Other outputs implementing the new | Designs administration/management related activities and other outputs to | NONE | NONE | | | | | NONE |
| | | | | AVERAGE | | | | 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: Ms. Miaga is very enthusiastic towards work, work well with others and gets things done when given a task. A masters degree is a welcome development.

Evaluated & Rated by:


JETT C. QUEBEC

Department Head

Date: January 5, 2022

Recommending Approval


MA. THERESA P. LORETO

Dean, College of Arts and Sciences

Date: 2/9/2022

Approved by:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 2/15/22

PERFORMANCE MONITORING FORMName of Employee: IANVIE NOREAN A. MIAGA

| 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 |
|----------|-------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|---------------|-----------------------------|--------------------------|--------------------|---------------------------------|-------------------------|
| 2 | Update virtual classroom in E-learning Portal | Active and operational virtual classroom in e-learning Portal for SCSC13n | August 2021 | November 2021 | November 2021 | Impressive | Outstanding | |
| 3 | Create virtual classroom in Google Classroom as platform for announcements. | Active and operational classroom in Google Classroom for SCSC13n | August 2021 | September 2021 | September 2021 | Impressive | Outstanding | |
| 4 | Teach assigned course (s): a. SCSC13n- The Contemporary World | -Updated virtual classrooms -Grade Sheets -Instructional Materials | August 2021 | December 2021 | December 2021 | Impressive | Outstanding | |
| 5 | Participate in all activities conducted by the department, college and the university | Certificate of Participation | August 2021 | December 2021 | December 2021 | Impressive | Outstanding | |
| 6. | Participate in the committees assigned, such as: (1) Socio-cultural Committee (2) Website and Department News Committee | Edited videos as documentation for the events held in the Department. | August 2021 | December 2021 | December 2021 | Impressive | Outstanding | |

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

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

Prepared by:


 JETT C. QUEBEC
 Dept. Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: IANVIE NOREAN A. MIAGA

Performance Rating: Outstanding

Aim: To pursue Master's degree for professional growth and development, and improve ways of teaching. Publish paper in a peer-reviewed journal.

Proposed Interventions to Improve Performance:

Enroll in graduate school this semester; Attend webinars and trainings on improving teaching approaches and strategies for the teaching-learning process.

Date: January 2022 Target Date: December 2022

First Step:

Conduct classroom observations and evaluate the areas for improvement on teaching based on the results of the classroom observation. Took the Online Written Comprehensive Examination. Submitted finished research study for publication in a peer-reviewed journal.

Result:

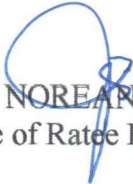
Waiting for the results of the Online Comprehensive Examination. Waiting for the paper to get published.

Prepared by:



JETT C. QUEBEC
Dept. Head

Conforme:



IANVIE NOREAN A. MIAGA
Name of Ratee Faculty/Staff