

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

Name of Faculty Member: MARILYN N. MANAIG

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
46. Instruction			
s. Head/Dean (50%)		4.86x50%= 2.43	
t. Students (50%)		5.0x50% = 2.0	
Total for Instruction	100%	4.43	4.43
47. Research			
48. Extension			
49. Administration			
50. Production			
TOTAL			4.43

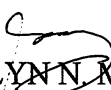
EQUIVALENT NUMERICAL RATING: 4.43

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.43

ADJECTIVAL RATING: Very Satisfactory

Prepared by:

  
MARILYN N. MANAIG  
Name of Staff

Reviewed by:

  
BAYRON S. BARREDO  
Department/Office Head

Recommending Approval:

  
ALELI A. VILLOCINO  
Dean/Director

Approved:

  
BEATRIZ S. BELONIAS  
Vice President

### Individual Performance Commitment & Review Form (IPCR)

I, **MARILYN N. MANAIG**, of the Department of Teacher Education commits to deliver and agree to be rated on the attainment of the following targets for the period July 1 to December 31, 2018.

**MARILYN N. MANAIG**  
Ratee

Approved: **BAYRON S. BARREDO**  
Head of Unit

MFO & PAPS	Success Indicator	Task Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	E <sup>3</sup>	A <sup>4</sup>	
Higher Education	FTE	Teach undergraduate courses	18.00	28.50	5	5	5	5	1 <sup>st</sup> Sem. SY:2018-2019
	Number of IMs developed / revised & utilized								
	• Course outline	• Writes course Outline	1	2	5	4	4	4.33	ELng 121, TEGr 117
	• Instructional Materials	• Develop IMs and Power point presentations	15 sets	30	5	5	5	5	ELng 121, TEGr 117
	Number of student Research & Field Practice Advisory	• Edit and Approve Portfolio of Student Teachers	5	12	5	5	5	5	Guiron, Ochate, Balbarino, Barbosa, Caintic, Madrid, Oquias, Rola, Singson, Taberara, Segovia, Piamonte
	Student Advising & Consultation Services	Advises, assists and serves student-related activities	1	2	5	5	5	5	College of Ed. Orientation Program Student-Teaching Orientation
	• Number of student-related activities assisted								
	• Consultation		30	50	5	5	5	5	BSSED ENGLISH-1

	<b>Total for Instruction</b>							<b>4.86</b>	
<b>Others</b>	<ul style="list-style-type: none"> <li>Number of Meetings &amp; Deliberations Conducted</li> <li>Number of Checked &amp; Approved Syllabi</li> <li>Number of Endorsement for Conferences/Trainings/Seminars/Research/Presentation</li> <li>Number of Newsletters (EDSIDER) released/published</li> <li>Number of trainings/Workshops Conducted</li> </ul>	Conducts meetings & Deliberations  Checks & Approves Syllabi  Writes endorsements for Conferences/Trainings/Seminars/Research Presentation  Writes, releases, & publishes newsletter  Conducts trainings/workshops	1  1  1  1  1	2  0  6  1  1	5  0  5  5  5	4  0  5  5  5	4  0  5  5  5	<b>4.33</b>  <b>0</b>  <b>5</b>  <b>5</b>  <b>5</b>	
								<b>3.86</b>	
<b>Total Over-all Rating</b>								<b>4.36</b>	

Average Rating (Total Over-all rating divided by 4)		<b>4.36</b>
Additional Points		
Punctuality		
Approved Additional Points (With copy of approval)		
FINAL RATING		<b>4.36</b>
ADJECTIVAL RATING		<b>Very Satisfactory</b>

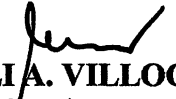
Comments & Recommendations for Development Purpose: *No one has more passion of her teaching content than she does.*

Evaluated & Rated by:

  
**BAYRON S. BARREDO**  
Head, DTE

Date: \_\_\_\_\_

Recommending Approval:

  
**ALELIA A. VILLOCINO**  
Dean, CoEd

Date: 2/15/19

Approved by:

  
**BEATRIZ S. BELONIAS**  
VP for Instruction

Date: \_\_\_\_\_

1 – Quality

2 – Efficiency

3 – Timeliness

4 – Average

Exhibit L

**EMPLOYEE DEVELOPMENT PLAN**

Name of Employee: MARILYN N. MANAIG

Performance Rating: 4.43

Aim: Increases involvement in research and extension activities  
Produces instructional materials on subjects handled  
Present & Publish Research

Proposed Interventions to Improve Performance:

Date: December 2018      Target Date: January – June 2019

First Step:

Attend research & extension conference, seminars/workshops

Gather materials for IM production

Result:

Date: December 2018      Target Date: January – June 2019

Next Step:

Develop IM

Actively attend meetings to conceptualize extension activities.

Write research proposal

Outcome: \_\_\_\_\_

Final Step/Recommendation:

\_\_\_\_\_

Prepared by:



**BAYRON S. BARREDO**

Unit Head

Conforme:



**MARILYN N. MANAIG**

Name of Ratee Faculty/Staff