

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

Name of Faculty Member:

SEREGENA RUTH L. MARTINEZ

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Faculty	30%	5.00	1.50
b. Students	70%	5.00	3.50
TOTAL for Instruction	90%		4.50
2. Research	2.5%	0.00	0.00
3. Extension	2.5%	5.00	0.13
4. Production	2.5%	5.00	0.13
5. Administration/Other Services	2.5%	5.00	0.13
TOTAL			4.875

EQUIVALENT NUMERICAL RATING: 4.875

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.875

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

SEREGENA RUTH L. MARTINEZ

Name of Faculty

Reviewed by:

GUIRALDO C. FERNANDEZ, JR.

Department Head

Approved by:

EDGARDO E. TULIN

President

INDIVIDUAL PERFORMANCE COMMITMENT REPORT

I, SEREGENA RUTH L. MARTINEZ of the Department of Liberal Arts and Behavioral Sciences, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January-June 2017.

SEREGENA RUTH L. MARTINEZ

Approved: GUINALDO C. FERNANDEZ, JR.

Ratee

Head of Unit

MFO No.	Description of MFO & PAPs	Success/Performance Indicators	Program/ Activities/ Projects	Tasks Assigned	Target	Actual Accomplishment	Rating	Remarks
							Q ¹ E ² T ³ A ⁴	
MF02	Higher Education	FTE	Teaching	Taught undergrad/major and graduate courses and Senior High Subjects	18	19.46	5.00 5 5 5.00	Teacher's Leave
MF03	Research	NONE			SUB-TOTAL			5.00
MF04	Extension	Number of beneficiaries served	Community Outreach	Organizer/Coordinator	50	200	5 5 5 5.00	Mailhi Elem. School, Baybay City, Leyte
			Seminar-Workshop on Museography	Coordinator/Organizer	10	20	5 5 5 5.00	DLABS Faculty Members
MF05	Production	Number of instructional materials developed, revised and utilized			SUB-TOTAL			5.00
		Number of orals, quizzes, seatworks prepared and checked		Spch 11, Engl24e, Engl 12, Litr 126, LT 205, LT211, LT216	5	25	5 5 5 5.00	
		Number of gradesheets submitted on time		Spch 11, Engl24e, Engl 12, Litr 126, LT 205, LT211, LT216	4	16	5 5 5 5.00	
		Number of periodic exams prepared and checked		Spch 11, Engl24e, Engl 12, Litr 126, LT 205, LT211, LT216	4	16	5 5 5 5.00	
MF06	Other Services	Number of articles collected and edited		Collected and edited student articles for the DLABS Literary Bulletin	15	25	5 5 5 5.00	
		Number of committees served	Member, Coordinator	Member of DLABS Academic Personnel Committee, Socio-Cultural Committee, Graduate School Admissions Committee, Graduate School Council, DLABS Museum	2	5	5 5 5 5.00	
		Number of students advised	Thesis Writing (undergraduate students)	Assisted graduating students in their thesis writing	3	6	5 5 5 5.00	
		Number of subjects coordinated	Coordinator	English subjects	1	1	5 5 5 5.00	
		Number of hours spent on student consultation	Consultation	Allots 3 hours per week	3	3	5 5 5 5.00	
		Number of participation in the events/program of the dept./college/university and other offices	DLABS Anniversary		1	1	5 5 5 5.00	

	Number of department meetings/applicants' screening attended/	Meetings/Screening of Applicants	2	4	5	5	5	5.00
			SUB-TOTAL					5.00

Received by:

TERESITA L. QUIÑANOLA

HRMO

Date:

Calibrated by:

REMBERTO A. PATINDOL
PMT Chairman

PMT Chairman

Date: _____

Recommending Approval:

[Signature]
BEATRIZ S. BELONIAS, Ph.D.
Vice Pres. for Instruction
Date:

BEATRIZ S. BELONÍAS, Ph.D.

Vice Pres. for Instruction

Date:

Approved:

Edgardo E. Tulín
EDGARDO E. TULÍN, Ph.D.
President
Date: _____

EDGARDO E. TULIN, Ph.D.

President

Date: