

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS


Name of Faculty Member: GINA A. DELIMA

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.95x50%= 2.475	
b. Students (50%)		4.0x50% = 2.0	
Total for Instruction	50%	4.475	2.24
2. Research	25%	4.0	1.0
3. Extension	20%	5.0	1.0
4. Administration	5%	5.0	0.25
5. Production	N/A	N/A	N/A
TOTAL			4.49


EQUIVALENT NUMERICAL RATING: 4.49
 Add: Additional Points, if any: N/A
 TOTAL NUMERICAL RATING: 4.49

ADJECTIVAL RATING: Very Satisfactory

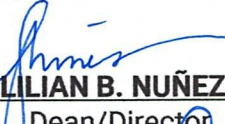
Prepared by:


GINA A. DELIMA
 Name of Faculty

Reviewed by:


LILIAN B. NUÑEZ
 Department Head

Recommending Approval:


LILIAN B. NUÑEZ
 Dean/Director

Approved:


ROTACIO S. GRAVOSO

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **GINA A. DELIMA**, a faculty member of the INSTITUTE FOR STRATEGIC RESEARCH & DEVELOPMENT STUDIES, commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **January to June 2024**.

GINA A. DELIMA
GINA A. DELIMA
 Instructor II
 Assistant Prof. III
 Date: 7-8-24

Approved:

LILIAN B. NUÑEZ
LILIAN B. NUÑEZ
 College Dean
 Date: 7-10-24

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS
						Quality	Efficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										5.0
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE		2	6	5	5	5	5	1st sem (DSOC 208, 252, 247, 299): Midyear: DSOC 299, 252)
	PI 8: Number of graduate students advised *	A2. Number of students advised		2						
		A3. Number of students advised on thesis/special problem/dissertation		2	4	5	5	5	5	Jadina(MSDS), Saulan (MSDC), Petalcorin (MSDC), Managbanag (MSTREC)
		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	2	4	5	5	5	5	Jadina(MSDS), Saulan (MSDC), Petalcorin (MSDC), Managbanag (MSTREC)
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	10	18	5	5	5	5	11 first year, 2 (incoming), 2 old students, 3 MS from other program
	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	3	3	5	5	5	5	

		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	3	3	5	5	5	5	
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	12	12	5	5	5	5	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	3	4	5	5	5	5	
		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	0						
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	3	3	5	5	5	5	
	PI 10. Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	0						
UMFO 2. HIGHER EDUCATION SERVICES										4.909
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	1	1	5	5	5	5	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	5	5	5	5	5	
		A11. 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	2	1	4	4	4	4	
		A12. Number of trainings attended related to instruction	Attend mandated trainings	2	2	5	5	5	5	
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	4	5	5	5	5	
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	0						

	A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	30	34	5	5	5	5	
PI8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	0						
	A17. Number of students advised on thesis/ field practice/special problem:								
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	0						
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript	0						
	A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	30	34	5	5	5	5	
PI9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advises student organizations recognized by USOO	0						
	A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	0						
PI10: Number of instructional materials developed *	A21: Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	2	2	5	5	5	5	
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	0						
	Supplemental learning resource	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10	10	5	5	5	5	
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	4	5	5	5	5	
	A23: 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							

		A 24. Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	1	5	5	5	5	
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:		0						
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
UMFO 3 . RESEARCH SERVICES										4.0
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A 27. 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	0						
	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	1	1	5	5	5	5	Internationalization project
	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	1	1	5	5	5	5	More than Just Food (Published on March 2024)
		<i>In refereed int'l journals</i>		1	1	5	5	5	5	
		<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 scienfic for a/conferences	+	+ for					
		<i>In int'l fora/conferences</i>		1	0	3	3	3	3	
		<i>In nat'l/regional fora/conferences</i>		1	0	2	2	2	2	

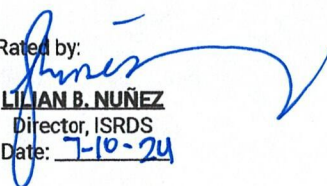
	PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	0						
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by								
		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	0						
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output	0						
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	0						
UMFO 4. EXTENSION SERVICES										5.0
	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	2	2	5	5	5	5	
	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	0						
	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	2	2	5	5	5	5	
	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	80%						
	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							
	<i>Research Mentoring</i>	<i>Research Mentor</i>		0						

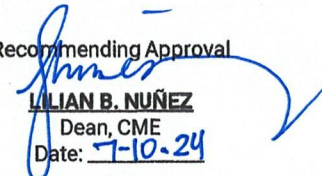
	Peer reviewers/Panelists	Peer reviewers/Panelists		0						
	Resource Persons	Resource Persons		0						
	Convenor/Organizer	Convenor/Organizer		0						
	Consultancy	Consultant		0						
	Evaluator	Evaluator		0						
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	1	2	5	5	5	5	
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *		0						
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	0						
UMFO 5. SUPPORT TO OPERATIONS										5.0
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	1	1	5	5	5	5	
		A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	1	1	5	5	5	5	
		On program accreditations								
		On institutional accreditations			1	5	5	5	5	
		Contribute to the Internationalization goal of VSU		1	1	5	5	5	5	
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	0						
	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	0						

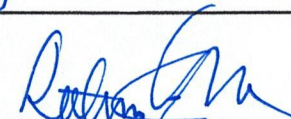
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal	0						
Total Over-all Rating			23.909							

Average Rating (Total Over-all rating divided by 45)	4.782	
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING	4.78	
ADJECTIVAL RATING	Outstanding	

Comments & Recommendations for Development Purposes:
Present papers in conference and publish these.

Evaluated & Rated by: 
LILIAN B. NUÑEZ
 Director, ISRDS
 Date: 7-10-24

Recommending Approval: 
LILIAN B. NUÑEZ
 Dean, CME
 Date: 7-10-24

Approved by: 
ROTACIO S. GRAVOSO
 Vice President for Academic Affairs
 Date: 08/12/24



TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

First Semester SY 2023-2024

Name of faculty: DELIMA, GINA A.

Department: Institute of Strategic Research and Devt. Studies

College: College of Management and Economics

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Num.	Adjec.	
Soci 11	SOCIETY AND CULTURE (with Family Planning)	LEC	4.00	Very Satisfactory	80.0%
Average Rating			4.00	Very Satisfactory	80.00%

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

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: April 18, 2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: April 18, 2024

Received by:

DELIMA, GINA A.

Name and Signature of Faculty

Date: 5/24/2024

Distribution of copies: ODIE, College, Department, Faculty

PERFORMANCE MONITORING FORM
JANUARY – JUNE 2024

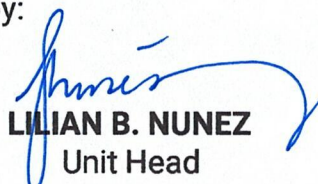
Name of Employee: **GINA A. DELIMA**

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 graduate courses	4 courses	Jan-June	Jan-May	May 2024	Impressive	Outstanding	
2	Teach higher education course	1 course	Jan-June	Jan-May	May 2024	Impressive	Outstanding	
3	Submit final grade sheets	5 courses	May 20-24	June 3-9	June 7	Very impressive	Outstanding	
4	Implement research project	1 project	Based on work plan			Need improvement	Satisfactory	Allot more time for project.
5	Implement extension projects	2 projects	Based on work plan			Impressive	Very satisfactory	
6	Submit R & E quarterly reports	3 reports per quarter	Every end of quarter	1 week after end of quarter	1 week after end of quarter	Impressive	Very satisfactory	
7	Package documents for Level 2 AACUP accreditation of LAM programs	Area 2: Compliance Report, PPP, Supporting Docs	Jan-June	July 5	July 5.	Impressive	Very satisfactory	Outstanding focal person during accreditation on July 8-12

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

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

Prepared by:


LILIAN B. NUNEZ
Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: GINA A. DELIMA

Performance Rating: _____

Aim: Present paper in WSAP conference and publish the paper.

Proposed Interventions to Improve Performance:

Date: July 15, 2024

Target Date: August 15, 2024

First Step:

Write an abstract and submit it to WSAP.

Result:

Abstract submitted to WSAP

Date: August 16, 2024

Target Date: September 7, 2024

Next Step:

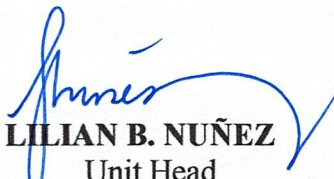
Prepare the full paper and circulate it among some peers in the college. Submit the
Final paper to WSAP.

Outcome: Paper submitted to WSAP and presented at the WSAP conference in November.

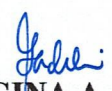
Final Step/Recommendation:

Process paper for submission to Scopus-indexed journal.

Prepared by:


LILIAN B. NUÑEZ
Unit Head

Conforme:


GINA A. DELIMA
Ratee