

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

Name of Faculty Member: **WELLA MARIE D. ALACIO**

January-June 2018

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)		Equivalent Numerical Rating (2 X 3)
1. Instruction				
a. Head/Dean (50%)		4.67x50%	2.33	
b. Students (50%)		5.00x50%	2.50	
Total for Instruction	80%		4.83	3.87
2. Research				
a. Client/Dir. For Research (50%)				
b. Dept. Head/Center Director (50%)				
Total for Research	10%		4.67	0.47
3. Extension				
a. Client/Dir. for Extension (50%)				
b. Dept. Head/Center Director (50%)				
Total for Extension	10%		4.53	0.45
4. Administration				
5. Production	100%			4.79
TOTAL			4.79	

EQUIVALENT NUMERICAL RATING:

0

Add: Additional Points, if any:

4.79

TOTAL NUMERICAL RATING:

Outstanding

ADJECTIVAL RATING:

Prepared by:

WELLA MARIE D. ALACIO

Name of Faculty

Reviewed by:

ANALITA A. SALABAO

Head, DBM

Recommending Approval:

ANALITA A. SALABAO

Dean/Director

Approved:

BEATRIZ S. BELONIAS

Vice President

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM (IPCR)

I, **WELLA MARIE D. ALACIO**, Instructor 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 January 2019 - June 2019

Approved:

ANALITA A. SALABAO
Head, DBM

WELLA MARIE D. ALACIO

Ratee

MFOs/PAPs	Success Indicators	Tasked Assigned	Target	Percentage of Actual Accomplish ment	Actual Accomplish ment	Rating				Remarks
						Q1	E2	T3	A4	
Advanced Education Services	1. Graduate Degree Program Management Services									
	PI1: Number of graduate degree specializations offered and monitored									
	PI2: Total FTE monitored									
	PI3: Percentage increase in number of graduate students enrolled									
	PI4: Percentage increase in the number of students who graduated within prescribed period									
Higher Education Services	Full Time Equivalent (FTE)	Teaching	18.00	138%	24.90	4	5	5	4.67	
	Vacation/Sick Leave									
	Number of Graduates:									
	Baccalaureate									
	Number of IMs Dev/Rev & Utilized	Compiler								
	Revised IM's within the last 3 years		1	200%	2	5	4	5	4.67	
	Advising									
	Approved case study manuscript	Adviser	12	150%	18	5	4	5	4.67	
	Approved thesis outline									
	Approved thesis manuscript									
	Student Advising and Consult Services:									
	Number of student org advised	Adviser								
	Student-related activities assisted	Adviser								

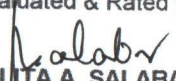
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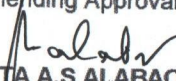
	Number of UAC mtgs attended										
	Membership in university committees										
	Prompt submission of required documents										
	Annual Report										
	Procurement Plan										
	Staff Development Plan										
	Number of Faculty Mentored										
	Number of department activities supervised										
	Number of faculty members for study leave										
	Total Over-all Rating									41.33	

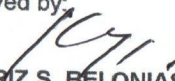
Average Rating (Total overall rating divided by 4)		4.59
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.59
ADJECTIVAL RATING		0

Comments & Recommendations
for Development Purpose:

*Objective-oriented instructor, involve
more research in agribusiness*

Evaluated & Rated by:

ANALITA A. SALABAO
Dept/Unit Head

Recommending Approval:

ANALITA A. S. ALABAO
Dean

Approved by:

BEATRIZ S. BELONIAS
Vice President

Date: _____

Date: _____

Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

	1st	Q U A R T E R
	2nd	
	3rd	
	4th	

Name of Office: Dept. of Business and Management

Head of Office: Antonio P. Abamo

Number of Personnel: WELLA MARIE D. ALACIO

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Observing him in the classroom and providing feedback	Sharing information and advice about policies, procedures, curriculum, instructional strategies etc.		Following up the progress of research/extension involvement of DBM	Very productive discussion
Coaching	Showing her how to use a specific program (ex. Excel QM) for use in her classes	How develop teaching guides and tips for teaching effectively			Effective and successful

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:


ANALITA A.SALABAO
Immediate Supervisor

Noted by:


ANALITA A.SALABAO
Dean, CME

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: WELLA MARIE D. ALACIO
Performance Rating: JANUARY-JUNE 2019

Aim: To enhance skills in research, extension and instruction functions.

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

Date: January 2019

Target Date: June 2019

First Step:

To attend seminars, training/workshops that will enhance extension and instruction services, as well as improve knowledge in statistical tools for data analysis.

Result:

Attended in related seminars and workshops.

Date: _____

Target Date: _____

Next Step:

Participated and conducted seminar for extension services.

New information from trainings and seminars were used and included in the instructional materials and were discussed in class.

Outcome:

Improved capability to undertake research, extension and instruction.

Final Step/Recommendation:

To continue attending retooling activities to upgrade competency to perform instruction, research and extension functions.

Prepared by:


ANALITA A. SALABAO
Unit Head

Conforme:


WELLA MARIE D. ALACIO
Ratee

cc: ODA-HRD