

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

Name of Faculty Member: **Deluza, Jeanie Rose S.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		4.86 x 50% = 2.43	
Students (50%)		3.83 x 50% = 1.92	
TOTAL for Instruction	25%	4.35 X 0.25 =	1.09
Research	50%	5.0 X 0.50 =	2.5
Extension	25%	5.0x 0.25 =	1.25
TOTAL			4.84

EQUIVALENT NUMERICAL RATING: 4.84

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.84**

ADJECTIVAL RATING: **Outstanding**

Prepared by:

PRECILA C. BELMONTE
Temp. Administrative Officer

12/2/24

Reviewed by:

MARLON M. TAMBIS/ALAN B. LORETO
Assistant Director/Director


12/3/24


Approved:


SANTIAGO T. PEÑA JR.
VP for Research Extension & Innovation

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **JEANIE ROSE S. DELUZA**, of **PHILROOTCROPS** commits to deliver and agree to be rated on the attainment of the following target in accordance with the indicated measures for the period **JANUARY** to **DECEMBER, 2024**.


JEANIE ROSE S. DELUZA
 Ratee *12/2/24*

Approved:  **MARLON M. TAMBIS**
 Assistant Director *12/3/24*

 **ALAN B. LORETO**
 Director *12/3/24*

MFO & PAPs	Success/Performance Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
Higher Education Services									
PI 5: Total FTE coordinated, implemented & monitored*	Actual faculty's FTE	Handles and teaches courses assigned (<i>Affiliate staff of the Dept. of Development Communication</i>)	4.5	16.69	5	5	5	5	
	Number of student research and field practice advising and OJT	Advises and corrects research outline and thesis manuscript	3	5	5	5	5	5	
	Number of hours spent on student consultation	Entertains students consulting on subject taught, thesis and grades	<4hrs per week	3hrs per week	5	4	4	4.33	

PI 8: Number of students advised*	Number of students advised As SRC Chairman As SRC Member	Advises and corrects research outline and thesis manuscript	1 3	1 11	5	5	5	5	
PI 11. Additional Outputs	a. Other outputs implementing the new normal due to COVID-19	CWTS Team Coordinator	1	1	5	5	5	5	
Research Innovation Services									
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	a. International fora/conferences b. In National/ Regional fora/conferences	1						
	Number of research proposals submitted/endorsed for funding	Research proposals prepared, submitted for approval	1	1	5	5	5	5	
	No. of trainings/ seminars/webinars/ conference attended	Participate in different local and international trainings and seminars/webinars/conference	1	3	5	5	5	5	
	Number of papers to be published in other peer-reviewed publications (proceedings, monographs, etc.):	Prepares and submit papers for publication	1						
Extension Services									
	Number of facilitated training and seminars	Act as resource person in training and seminars	1						

		Assist in trainings and seminars	3	5	5	5	5	5	
Faculty Evaluation Services									
	PI 6: Number of in-house seminars/trainings/workshops/reviews conducted/attended	Attend/organize in-house seminars/trainings/workshops/reviews	1	1	5	5	5	5	
Administrative Function									
	Unit's communicator	PhilRootcrops annual report	1 every year						
		Publication material for social media pages (updates, news and feature stories)	4/month	6/month	5	5	5	5	
	Unit's Alumni Communicator	Submit reports to ACRO	1 (every 6 months)						
Total Over-all Rating									49.33

Average Rating (Total Over-all rating divided by 4)	4.93	
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING	4.93	
ADJECTIVAL RATING	outstanding	

Comments & Recommendations for Development Purpose:

To pursue graduate studies (PhD)


To prepare research proposals for funding

To attend training in relation to the conduct of research writing.

Evaluated & Rated by:


Recommending Approval:

Approved by:


ALAN B. LORETO
Director


MARLON M. TAMBIS
Assistant Director


IVY C. EMNACE
Director for Research


SANTIAGO T. PEÑA, JR.
VP for Research, Extension and Innovation

Date: 12/3/24

Date: 12/3/24

Date: 12/9/24

Date: 12/9/24

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: **PhilRootcrops**

Head of Office: **Prof. Alan B. Loreto & Prof. Marlon M. Tambis**

Name of Personnel: **Jeanie Rose S. Deluza**

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	One-on-one discussion on potential projects and university's concerns	PRDC meeting for group discussion on issues arising and planning; February 10, April 29, and June 6 Planning workshop within the Center; June 18	Issuance of notice of meeting		Attendance to PRDC and Committee Meetings
Coaching A. Research projects	Evaluation of research proposal for submission to funding agencies	Group coaching during PRDC Meetings and small group meetings			Concept proposal prepared and submitted

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

Conducted by:


MARLON M. TAMBIS / ALAN B. LORETO
Assistant Director / Director

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **JEANIE ROSE S. DELUZA**

Performance Rating:

Aim: To prepare research proposals
To perform instruction function
To come up with approved proposals for funding and implementation

Proposed Interventions to Improve Performance:

Date: November 16, 2023

Target Date December 31, 2023

First Step:

- Implements on-going extension project.
- Prepares proposals for review and funding.
- Attends related trainings for capability build-up (research and extension management, proposal preparation, writing scientific publications, and/or knowledge, communication and media management).
- Attends related trainings for capability build-up (leadership, management/administration) and other related trainings.

Result:

- Implemented the scheduled activities if the extension project.
 - Prepared and submitted proposal for review.
 - Attended capability build-up trainings.
 - Served as an instructor and adviser of Development Communication students.
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Date: Jan. 1, 2024

Target Date June 30, 2024

Next Step:

- Continue the implementation of the extension project.
- Follow-up the submitted research proposals.
- Attends capability build-up trainings.

Outcome:


- Extension project continuously implemented.
- Extension accomplishments reviewed and monitored by the funding agency.
- Instructor and adviser to Development Communication students.

- Enhanced capability in research and extension management and proposal preparation.

Final Step/Recommendation:

- To maintain and/or exceed the current performance; to submit research and extension proposals and continue doing four-fold functions of instruction, research, extension and production.
- To attend trainings on research and extension management and implementation, project monitoring, writing scientific publications, and/or knowledge, communication and media management, etc.
- Attends trainings on leadership, organizational management, and effective administration.

Prepared by:


MARLON M. TAMBIS/ALAN B. LORETO
Assistant Director/Director

Conforme:


JEANIE ROSE S. DELUZA
Name of Ratee/Faculty/Staff



TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

Second Semester AY 2023-2024

Name of faculty: DELUZA, JEANIE ROSE S.

Department: Dept. of Development Communication

College: College of Agriculture & Food Sciences

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Numerical	Adjectival	
DevC 133n	MULTIMEDIA MATERIALS PRODUCTION AND MANAGEMENT	LEC	4.00	Very Satisfactory	80.0%
DevC 133n	MULTIMEDIA MATERIALS PRODUCTION AND MANAGEMENT	LAB	3.00	Satisfactory	60.0%
DevC 133n	MULTIMEDIA MATERIALS PRODUCTION AND MANAGEMENT	LAB	4.00	Very Satisfactory	80.0%
DevC 153n	MULTIMEDIA-BASED LEARNING SYSTEMS	LEC	4.00	Very Satisfactory	80.0%
DevC 153n	MULTIMEDIA-BASED LEARNING SYSTEMS	LAB	4.00	Very Satisfactory	80.0%
DevC 153n	MULTIMEDIA-BASED LEARNING SYSTEMS	LAB	4.00	Very Satisfactory	80.0%
Average Rating			3.83	Very Satisfactory	76.67%

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

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: 11-05-2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: 11-08-2024

Received by:

DELUZA, JEANIE ROSE S.

Name and Signature of Faculty

Date: _____

Distribution of copies: IEO, College, Department, Faculty (all in original signature)

