

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Ms. Hannah Mae E. Quimbo

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	4.86	4.86 x 50% = 2.43	
b. Students (50%)	5.00	5.00 x 50% = 2.50	
Total for Instruction	100%	4.93	4.93
2. Research	-	-	-
3. Extension	-	-	-
4. Administration	-	-	-
5. Production	-	-	-
TOTAL	100%		4.93


EQUIVALENT NUMERICAL RATING: 4.93

Add: Additional Points, if any: -


TOTAL NUMERICAL RATING: 4.93

ADJECTIVAL RATING: Outstanding

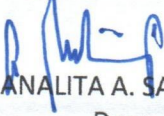
Prepared by:


HANNAH MAE E. QUIMBO
Name of Faculty


Reviewed by:


VENICE B. IBANEZ
Department Head

Recommending Approval:


ANALITA A. SALABAO
Dean

Approved:


BEATRIZ S. BELONIAS
Vice President for Instruction

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Hannah Mae E. Quimbo of the Department of Consumer and Hospitality 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 July to December 2019.

HANNAH MAE E. QUIMBO

Ratee

Approved: VENICE B. BAÑEZ

Head of Unit

MFO & PAPS	Success Indicators	Tasks/Target Assigned	Actual Accomplishment	Rating				Remarks
				Q1	E2	T3	A4	
Advanced & Higher Education Services	No. of Course Outlines/syllabus revised							
	2 nd Sem 2019	NA						
	Summer 2019	NA						
	1 st Sem 2019	1	1	4	5	5	4.66	
	No. of IMs revised							
	2 nd Sem 2019	NA						
	Summer 2019	NA						
	1 st Sem 2019	2	6	5	5	4	4.66	6 ppt presentation w/ at least 50slds.
	No. of long/term exams conducted, checked and recorded							
	2 nd Sem 2019	NA						
	Summer 2019	NA						
	1 st Sem 2019	2	2	5	5	5	5.00	1 MT exam;1final exam w/191 studs
	No. of quizzes administered, checked & recorded							
	2 nd Sem 2019	NA						
	Summer 2019	NA						
	1 st Sem 2019	3	4	5	5	5	5.00	4 long qzs w/199 studs

MFO & PAPS	Success Indicators	Tasks/Target Assigned	Actual Accomplishment	Rating				Remarks
				Q1	E2	T3	A4	
Advanced & Higher Education Services	No. of student projects supervised & checked							
	2 nd Sem 2019	NA						
	Summer 2019	NA						
	1 st Sem 2019	2	4	5	5	5	5.00	4 grp week project for 191 studs
	No. of laboratory activities checked & recorded							
	2 nd Sem 2019	NA						
	Summer 2019	NA						
	1 st Sem 2019	none	-	-	-	-	-	No lab class
	No. of students grades computed							
	2 nd Sem 2019	NA						
	Summer 2019	NA						
	1 st Sem 2019	100	266	5	5	4	4.66	133 studs MT & 133 FT grd
	No. of course grade submitted							
	2 nd Sem 2019	NA						
	Summer 2019	NA						
	1 st Sem 2019	3	18	5	5	4	4.66	8 MT; 8 FT

[illegible]

Average Rating		4.86
Additional Points		-
Approved Additional points (with copy of approval)		
FINAL RATING		4.86
ADJECTIVAL RATING		Outstanding

Comments & Recommendations
For Development Purposes:

Attend further trainings and seminars to strengthen her competencies and knowledge in the field of hospitality and tourism industry.

Isa
VENICE B. IBANEZ
Department Head

Evaluated and Rated By:

Isa
VENICE B. IBANEZ
Department Head

Date: _____

Recommending Approval

Analita A. Salabao
ANALITA A. SALABAO
Dean, CME

Date: _____

Approved by:

Beatriz S. Belonias
BEATRIZ S. BELONIAS
Vice President

Date: _____

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



VISAYAS
STATE UNIVERSITY



**DEPARTMENT OF CONSUMER AND
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Website: www.vsu.edu.ph

Exhibit I

PERFORMANCE MONITORING FORM

July - December 2019


Name of Employee: Hannah Mae E. Quimbo

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 undergraduate courses	ThTY 101 (6 sections)	July 25, 2019	Dec. 9, 2019	Nov. 19, 2019	VI	O	
2	Provide advise to OJT on their Industry Practice Report	Industry Practice report approved on time	Aug. 5, 2019	Dec. 13, 2019	Nov. 29, 2019	VI	O	
3	Provide advise to courses related student organization	1 students organization advices	July 25, 2019	Dec. 9, 2019	Nov. 19, 2019	VI	O	
4	Serve as OJT coordinator	17 OJTss	Aug. 5, 2019	Dec. 13, 2019	Nov. 19, 2019	VI	O	
5	Serve aa committee member	7 committees as members; 2 as chairman	July 25, 2019	Dec. 13, 2019	Nov. 19, 2019	VI	O	
6	Serve as DPC	PDC member	July 25, 2019	Dec. 13, 2018	Dec. 2, 2019	VI	O	

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

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

Prepared by:


VENICE B. IBANEZ
Head, DCHM

VSU's Vision: A globally competitive university for science, technology, and environmental conservation.

VSU's Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: DCHM


Head of Office: Ms. Venice B. Ibañez

Name of Faculty/Staff: Hannah Mae E. Quimbo Signature:  Date: Jan. 23, 2020

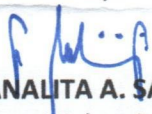
Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring Discussion of job-related accomplishments, problems and plans	x	x	-	-	Conducted from July-Dec. 2019
Coaching Discuss ways to improve the execution of assigned tasks	x	x	-	-	-do-

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

Conducted by:


VENICE B. IBÁÑEZ
Immediate Supervisor

Verified by:

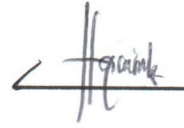

ANALITA A. SALABAO
Next Higher Supervisor

cc: OVPI
 ODAHRD
 PRPEO

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Hannah Mae E. Quimbo
Performance Rating: Outstanding

Signature:



Aim: To improve teacher's competencies in Travel Services and Events Management ; to take Trainers Methodology (TM) in Hospitality and Tourism Management courses

Proposed Intervention to improve Performance:

Date: January 2019

Target: June 2019

First Step

Not applicable

Result:

Not applicable

Date: July 2019

Target Date: December 2019

Next Step:

Request financial support from the University for the NC II Assessment


Outcomes :

The faculty acquired NC II Certificate on Travel Services and Events Management

Final Step/Recommendation:

Recommend faculty to attend further trainings and seminars to strengthen her competencies and knowledge in the field of hospitality and tourism industry.

Prepared by:


VENICE B. IBANEZ
Head, DCHM

Conforme:


HANNAH MAE E. QUIMBO