

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Rating Period: January-June 2022

Name of Faculty Member: **PRECIOUS C. DOMINGO**

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2x3)
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head (50%)		5.00 x 50% = 2.440	
b. Students (50%)		4.00 x 50% = 1.965	
TOTAL for Instruction	95%	4.41	3.965
2. Research			
a. Client/Director for Research			
b. Dept. Head/Center Director			
TOTAL for Research			
3. Extension			
a. Client/Director for Extension			
b. Dept. Head/Center Director			
TOTAL for Extension			
4. Production			
5. Administration/Other Services	5%	5.00 x 5% = 0.250	0.250
TOTAL	100%		4.448

EQUIVALENT NUMERICAL RATING: 4.448

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.448

ADJECTIVAL RATING: **VERY SATISFACTORY**

Prepared by:

PRECIOUS C. DOMINGO

Name of Faculty

Reviewed by:

JETT C. QUEBEC

Department Head

Recommending Approval:

MA. THERESA P. LORETO

Dean, CAS

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

"Exhibit B"

I, PRECIOUS C. DOMINGO, a faculty member of the DEPARTMENT OF LIBERAL ARTS AND BEHAVIORAL SCIENCES 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-JUNE 2022

PRECIOUS C. DOMINGO

Instructor I

Date: July 5, 2022

Approved:

JETT C. QUEBEC

Department Head

Date: July 6, 2022

MA. THERESA P. LORETO

College Dean

Date: 8/4/2022

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities Projects	Tasks Assigned	Target	Actual Accomplishment	Rating					REMARKS (Indicators in percentage should be supported with numerical values in
							Quality	Efficiency	Timeliness	Average		
UMFO 1. ADVANCED EDUCATION SERVICES												
OVPI MFO 2. Graduate Student Management Services												
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE		Handles subjects/courses assigned	N/A	N/A					N/A	
	PI 8: Number of graduate students advised *	A2. Number of students advised		Acts as academic adviser to graduate students	N/A	N/A					N/A	
		A3 . Number of students advised on thesis/special problem/dissertation										
		As GAC Chairman		Advises and corrects research outline and thesis/SP/dissertation manuscript	N/A	N/A					N/A	
		AS GAC Member		Advises and corrects research outline and thesis/SP/dissertation manuscript	N/A	N/A					N/A	
		A4 . Number of students entertained for consultation purposes		Entertains students seeking consultation with faculty	N/A	N/A					N/A	
	PI 9: Number of instructional materials	A5 . Number of on-line ready coursewares developed and		Converts the existing instructional materials into flexible learning systems	N/A	N/A					N/A	
		On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	N/A	N/A					N/A	
		Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	N/A	N/A					N/A	
		Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	N/A	N/A					N/A	
		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	N/A	N/A					N/A	

		A 7 : Number of virtual classroom created and operational		Creates virtual classroom using either Moodle or Google Classroom	N/A	N/A					N/A
	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	N/A	N/A					N/A
UMFO 2. HIGHER EDUCATION SERVICES											
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	18	20.45	5	5	5	5.00	
		A10. Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline	10	6	5	5	5	5.00	
		A 11. 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	10	19	5	5	5	5.00	
		A12. Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings	2	none					
		A13. Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught	10	6	5	5	5	5.00	
		A14. Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	10	15	5	5	5	5.00	
		A15. Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required	2	2	5	5	5	5.00	
	PI 8: Number of students advised: *	A16. Number of students advised:		Acts as academic adviser to students	5	2	5	5	5	5.00	
		A17. Number of students advised on thesis/ field practice/special problem:			3	5	5	5	5	5.00	
		As SRC Chairman	Advising/correction	Advises, and corrects research outline and thesis/SP manuscript	3	NONE					
		As SRC Member	Advising/correction	Advises and corrects research outline and thesis/SP manuscript	5	5	5	5	5	5.00	Bacalan, Barcos, Lopez, Pepito, Castro,
		A18. Number of students entertained for consultation purposes		Entertains students consulting on subject taught, thesis and grades	10	10	5	5	5	5.00	Elst103/Litr134-/Litr 117/ELSt 200.1
	PI 9: Number of student organizations advised/	A19. Number of Student organizations advised		Advises student organizations recognized by USOO	1	NONE					
		A20. Number of Student organizations assisted on student related activities		Assists student organizations in implementing student related activities	1	NONE					

	PI 4. Number of research outputs presented in regional/national/ int'l	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *		Prepares, submits and presents research paper in scientific for a/conferences	2	none						
		<i>In int'l fora/conferences</i>			1	none						
		<i>In nat'l/regional fora/conferences</i>			1	none						
	PI 5. Percent of research proposals approved *	A 31. Percentage of research proposals prepared submitted and approved		Prepares research proposals, submits and	none	none						
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)			none	none						
		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	N/A	N/A						
		A 34. Number of UMs submitted to ITSO, VSU	UM preparation	Prepares and submits application for UM of technology generated out of research output	N/A	N/A						
		A 35. Other outputs implementing the new normal due to covid 19		Designs research related activities and other outputs to implement new normal	N/A	N/A						
						AVERAGE					0.00	
UMFO 4. EXTENSION SERVICES												
	PI 1. Number of active	A 36. Number of active partnerships		Identifies and links with probable partners for	N/A	N/A						
	PI 2. Number of trainees	A 37. Number of trainees weighted by		Conducts trainings among beneficiaries of	N/A	N/A						
	PI 3. Number of extension programs organized and	A 38. Number of extension programs/projects implemented		Implements duly approved extension projects	N/A	N/A						
	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	N/A	N/A						
	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>			none	none						
	<i>Peer reviewers/Panelists</i>	<i>Peer reviewers/Panelists</i>			none	none						
	<i>Resource Persons</i>	<i>Resource Persons</i>			none	none						
	<i>Convenor/Organizer</i>	<i>Convenor/Organizer</i>			none	none						
	<i>Consultancy</i>	<i>Consultant</i>			none	none						

[illegible]

	Average Rating (Total Over-all rating divided by number of entries)		
	Additional Points:		
	Approved Additional points (with copy of approval)		
	FINAL RATING		
	ADJECTIVAL RATING		

Evaluated & Rated by:


JETT C. QUEBEC

Department Head

Date: July 6, 2022

Recommending Approval



MA. THERESA P. LORETO

Dean, College of Arts and Sciences

Date: 8/4/2022

Comments & Recommendations for Development Purpose: Ms. Domingo is the epitome of hardwork and dedication. Her contribution to the department is worth praise and recognition. Finishing her doctorate degree would surely benefit the department.

Approved by:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: _____

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: PRECIOUS C. DOMINGO

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 courses: <ul style="list-style-type: none"> European Literature Contemporary, Popular, and Emergent Literature History of the English Language 	Conduct online classes, and create pre-recorded discussions for students to access in case online synchronous class is not possible	January 2022	June 2022	January-June 2022	Impressive	Outstanding	
2	Assist students' concerns through students consultation	Aid in students' concerns on the subject. Contact students via online platforms and emails.	January 2022	June 2022	January-June 2022	Impressive	Outstanding	
3	Class preparation	Enroll the students in VSUEE. Prepared PPT presentations and PDF materials and secured necessary learning materials such as videos and uploaded them to VSUEE	January 2022	June 2022	January-March 2022	Impressive	Outstanding	
4	Submission of midterm grades and final grades	Submit grades to the University registrar and provide a copy of the e-class record to the department	January 2022	June 2022	June 2022	Impressive	Outstanding	
5	Advise students in undergraduate thesis	Serve as adviser and panel member of ABELS students in the undergraduate thesis writing.	January 2022	June 2022	March 2022-June 2022	Impressive	Outstanding	
6	Participate in all activities conducted by the department, college and the university	Attendance sheet; Present certificates if possible	January 2022	June 2022	January-June 2022	Impressive	Outstanding	
7	Perform other functions assigned by the department head	Participate in the preparation of department activities and serves as a working committee.	January 2022	June 2022	January-June 2022	Impressive	Outstanding	

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

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

Prepared by:


JETT C. QUEBEC
 Department Head

EMPLOYEE DEVELOPMENT PLANName of Employee: **PRECIOUS C. DOMINGO**

Performance Rating:

Aim:

- To develop flexible classroom management and teaching strategies appropriate to face-to-face and online teaching and learning.
- To progress and complete the graduate study
- To publish research studies in a reputable journal
- To collaborate with other faculty in conducting a research study

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

Date: JANUARY 2022

Target Date: JUNE 2022

- Review teaching effectiveness, evaluate, and update the teaching manuals
- Enroll dissertation writing I
- Create a research proposal with the other faculty member
- Submit research study to peer-reviewed, Scopus-indexed journals

Outcome:

- Updated and revised the existing online teaching materials.
- Enrolled in DWI
- Need to work on the publication of the research study

Date: JULY 2022

Target Date: DECEMBER 2022

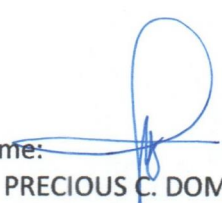
Next Step:

- Update the materials and syllabus for a face-to-face class
- Proceed to the Dissertation proposal defense
- Work on publishing the research study in a reputable/indexed journal

Outcome: NA

Final Step/Recommendation: NA

Conforme:



PRECIOUS C. DOMINGO
Ratee/Faculty

Prepared by:



JETT C. QUEBEC
Department Head