Department Head

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Rating Period: July-December 2021

| Name of Faculty Member | Name | of | Faculty | Mem | ber |
|------------------------|------|----|---------|-----|-----|
|------------------------|------|----|---------|-----|-----|

PRECIOUS C. DOMINGO

| Program Involvemen | nt | Percentage | N | ume | erical | Rat | ing | Equiva | alent |
|------------------------------|-------------|-------------|------|-----|---------|-----|-------|--------|---|
| (1) | | Weight of | | (R | ating > | (%) |) | Nume | rical |
| | | Involvement | | | | | | Rati | nq |
| (1) | | (2) | | - | (3) | | | (2x | |
| 1. Instruction | | | | | | | | | *************************************** |
| a. Head (50%) | | | 4.88 | X | 50% | = | 2.440 | | |
| b. Students (50%) | | | 3.93 | X | 50% | = | 1.965 | | |
| TOTAL for | Instruction | 90% | | | 4.41 | | | | 3.965 |
| 2. Research | | 5% | | - | | | | | HAMMAN AND ALL OF SUID OWNER |
| a. Client/Director for Resea | arch | | | | | | | | |
| b. Dept. Head/Center Direct | ctor | | 4.67 | X | 5% | = | 0.234 | | |
| TOTAL fo | r Research | | | | | | | | 0.234 |
| 3. Extension | | | | | | | | | |
| a. Client/Director for Exten | sion | | | | | | | | |
| b. Dept. Head/Center Direct | ctor | | | | | | | | |
| TOTAL fo | r Extension | | | | | | | | |
| 4. Production | | | | | | | | | |
| 5. Administration/Other Ser | vices | 5% | 5.00 | X | 5% | = | 0.250 | | 0.250 |
| TOTAL | | 100% | | | | | | | 4.448 |

| | _ | | | | | | |
|---|----------|-----|-----|-------|------|---|-------------------------------------|
| _ | \sim 1 | 111 | IAI | | A 11 | JMERICAL | DATINIO |
| _ | [] [| 111 | | -1/11 | NII | $\Pi \backslash \Pi \vdash \bowtie \Pi \vdash \Delta \Pi$ | $\Delta \nabla \Pi \Pi \Pi \Pi = 0$ |
| | | | | | | | |

4.448

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.448

ADJECTIVAL RATING:

VERY SATISFACTORY

Prepared by:

Reviewed by:

PRECIOUS C. DOMINGO

Name of Faculty

Recommending Approval:

MA. THERESA P. LORETO

Dean, CAS

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, <u>PRECIOUS C. DOMINGO</u>, a faculty member of the <u>DEPARTMENT OF LIBERAL ARTS AND BEHAVIORAL SCIENCES</u> 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 JULY-DECEMBER 2021

PRECIOUS C. DOMINGO

Instructor I

Date: 02/07/2022

Approved:

JETT C. QUEBEC
Department Head

Date: January 5, 2022

MA. THERESA P. LORETO

College Dean

ete: 2/9/2022

| MFO No. | Description of MFO's/PAPs | Success/ Performance Indicators (PI) | Program/ Activities / | Tasks Assigned | Target | Actual Accomplish | | | Ratin | | REMARKS (Indicators in percentage should |
|------------|---|--|--------------------------|---|--------|----------------------|--------|--------|-------|-------|--|
| | | | Projects | | | ment | Qualit | Eficie | Timel | Avera | be supported with numerical values in numerators and |
| UMFO | 1. ADVANCED EDUCATION | ON SERVICES | | | | | | | | | |
| OVPI N | IFO 2. Graduate Student I | 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 |
| | | <u>A4</u> . 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 | <u>A5</u> . 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 quide/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 |

| Procession of the last of the | | 11.0 | | | | | - | - | | | |
|---|---|---|---------------------|--|-----|-------|---|---|---|------|---|
| | | 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 Moddle 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 S | SERVICES | | | | | | | | | |
| OVPI | JMFO 3. Higher Education | Management Services | | | | | | | | | |
| | PI 5: Total FTE, coordinated, implemented | A9. Actual Faculty's FTE | | Handles and teaches courses assigned | 18 | 32.25 | 5 | 5 | 5 | 5.00 | Humn13n (2 sections),Humn12n (1 |
| | | A10. Number of grade sheets submitted within prescribed period | Preparation | Prepares gradesheet and submits on or before deadline | 14 | 8 | 5 | 5 | 5 | 5.00 | Humn13n (2 sections), Humn12n (1 section), ELSt 111(2 sections), TEGr112 (2sections), Spch 11 |
| | | 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 | 2 | 18 | 5 | 5 | 5 | 5.00 | completion forms related to the previous subject or semester |
| | | A12. Number of trainings attended related to instruction | Trainings attended | Attend mandated trainings | 4 | 3 | 5 | 5 | 5 | 5.00 | Google classroom training, Moodle training, Assessment and making of TOS |
| | | A13. Number of long examinations administered and checked | exam prep | Administers and checks long examination for subjects taught | 14 | 8 | 5 | 5 | 5 | 5.00 | Humn13n (2 sections), Humn12n (1 section), ELSt 111(2 sections), TEGr112 |
| | | A14. Number of quizzes administered and checked | | Prepares and checks quizzes for lec | 20 | 25 | 5 | 5 | 5 | 5.00 | Humn13n (2 sections),Humn12n (1 section), ELSt 111(2 |
| | | A15. Number of lab reports and term papers checked and graded | | Checks lab reports and term papers submitted as required | 2 | 10 | 5 | 5 | 5 | 5.00 | ELSt111, TEGr 112 |
| | PI 8: Number of students advised: * | A16. Number of students advised: | | Acts as academic adviser to students | 10 | 16 | 5 | 5 | 4 | 4.67 | ABELS students |
| | | A17 . Number of students advised on thesis/ field practice/special problem: | | | | | | | | | |
| | | As SRC Chairman | Advising/correction | Advises, and corrects research outline and thesis/SP manuscript | 2 | 3 | 5 | 5 | 4 | 4.07 | Engl 200- Undergraduate Thesis:Jessa Bacalan; Hannah Joy Balasabas; Wilfredo Barcos |

| | As SRC Member | Advising/correction | Advises and corrects research outline and | | T | Г | T- | | | Engl 200- Undergraduate |
|--|--|--|---|---|---------|---|----|---|------|--|
| | AS SKC Welliber | Advising/correction | thesis/SP manuscript | 2 | 6 | 5 | 5 | 4 | 4.67 | Thesis |
| | A18. Number of students entertained for consultation purposes | | Entertain students consulting on subject taught, thesis and grades | 10 | 20 | 5 | 5 | 4 | 4.67 | Humn13n (2 sections), Humn12n (1 section), ELSt 111(2 sections), TEGr112 |
| PI 9: Number of student organizations advised/ | A19 . Number of Student organizations advised | | Advises student organizations recognized by USOO | none | none | | | | | none |
| | A20 . Number of Student organizations assisted on student | | Assists student organizations in implementing student related activities | 2 | 1 | 5 | 5 | 5 | 5.00 | NSTP (Civic Welfare Training Service) |
| PI 10: Number of instructional materials developed * | A 21 : Number of on-line course ware developed and submitted : | | Prepares and submits for review by the Technical Review Panel | 2 | 5 | 5 | 5 | 4 | 4.67 | Humn13n,Humn12n, EL 111, TEGr112, NSTP |
| | On-line ready courseware | | Prepares Instructional module/laboratory guide/workbook or a combination thereof | 5 | 5 | 5 | 5 | 5 | 5.00 | Humn13n,Humn12n, EL 111, TEGr112, NSTP |
| | Supplemental learning resources | | Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught | 20 | 10 | 5 | 5 | 5 | 5.00 | Humn13n,Humn12n, El 111, TEGr112, NSTP |
| | Assessment tools | | Prepares assessment tools such as long exam, quizzes, problems sets, etc. | 15 | 10 | 5 | 5 | 5 | 5.00 | Humn13n,Humn12n, El 111, TEGr112, NSTP |
| | A 23 : 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 | 4 | 2 | 5 | 5 | 5 | 5.00 | ELSt111, TEGr 112 |
| | A 24 : Number of virtual classroom created and operational | | Creates virtual classroom using either Moddle or Google Classroom | 7 | 5 | 5 | 5 | 5 | 5.00 | Humn13n,Humn12n, ELSt 111, TEGr112, NSTP |
| PI 11. Additional outputs | A 25. Number of Additional outputs accomplished: | | | | | | | | | |
| | Program accreditation/evaluation | | Prepares documents and /or program profile and other materials required during | 2 | 2 | 5 | 5 | 5 | 5.00 | prepared personal documents and ID incas |
| | Agency/firm/Industry linkages | A CONTRACTOR LINES OF THE CONT | Coordinates with potential firms and maintains linkages with firms willing to | N/A | N/A | | | | 0.00 | N/A |
| | A 26. Other outputs implementing the new normal due to covid 19 | | Designs experiential learning activities and other outputs to implement new normal | 5 | 3 | 5 | 4 | 4 | 4.33 | contacted students throumessenger and other platform to inform them of their academic status |
| | | | | | AVERAGE | | | | 4.88 | |
| NFO 3 . RESEARCH SERVICES | | | | gode billion o bentry riterion de retro en pris de seu sysje, etc | | | | | | |

| | | | | | | | - | | · | | |
|----------|---|---|----------------|---|------|---------|---|---|---|------|--|
| ol ye | I.1. Number of research utputs in the last three (3) ears utilized by the industry by other beneficiaries * | A27. 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 | none | none | | | | | none |
| OL | I 2. Number of research utputs completed within the ear * | A 28. Number of research outputs completed within the year * | | Conducts and completes research project within the year | 2 | 1 | 5 | 4 | 5 | 4.67 | Students' Perception in Distance Learning |
| ou | I 3. Percentage of research utputs published in ternationally-referred or HED recognized journal | 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 | 2 | none | | | | | |
| | | In refereed int'l journals | | | | | | | | | |
| | | In refereed nat'l/regional journals | | | | | | | | | |
| OL | I <u>4.</u> Number of research utputs presented in gional/national/ int'l | 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 | 2 | 0 | | | | | none |
| | | In int'l fora/conferences | | | 1 | 0 | | | | | none |
| | | In nat'l/regional fora/conferences | | | 1 | 0 | | | | | none |
| | ro. reicent orresearch | A 31. reicentage or orresearch | | Prepares research proposals, submits and | none | none | | | | | none |
| PI | 6. Additional outputs* | A 32. No. of research-related awards (research conducted by faculty or student w/ faculty) | | | none | 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 | | | | | 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 | | | | | 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 | none | | | | | none |
| | | | | | | AVERAGE | | | | 4.67 | |
| WFO 4. | EXTENSION SERVIC | ES | | | | | | | | | |
| PI | 11. Number of active | A 36. Number of active partnerships | | Identifies and links with probable partners | N/A | N/A | | | | | N/A |
| PI | | A 37. Number of trainees weighted by | | Conducts trainings among beneficiaries of | N/A | N/A | | | | | N/A |
| | 13. Number of extension rograms organized and | A 38. Number of extension programs/projects implemented | | Implementes duly approved extension projects | N/A | N/A | | | | | N/A |

| DIAD | Ta ao D | | Provides quality and relevant training | | 1 | | T | | T | T |
|---|--|-----------------------|--|----------|-------------|---|---|---|---|---|
| PI 4. Percentage of | A 39. Percentage of beneficiaries who | | courses and advisory services | | | | | | | |
| THE REPORT OF THE PROPERTY OF | rated the training course/s and | | Coulded and advisory solvitors | | | | | | | |
| training course/s and | advisory services as satisfactory or | | | | | | | | | |
| advisory services as | higher in terms of quality and | | | N/A | N/A | | | | | N/A |
| satisfactory or higher in | relevance | | | | | | | | | |
| terms of quality and | | | | | | | | | | |
| relevance | | | | | | | | | | |
| PI 5. Number of | A 40 . Number of technical/expert | | Provides the technical and expert services | | N/A | | | | | N/A |
| technical/expert services | services as/in: | | requested by beneficiaries | | IVA | | | | | IVA |
| Research Mentoring | Research Mentor | | | none | N/A | | | | | N/A |
| Peer | Peer reviewers/Panelists | | | none | N/A | | | | - | N/A |
| reviewers/Panelists | | | | | | | | | | |
| Resource Persons | Resource Persons | | | none | 1 | | | | | Instructional Mater Development- A Multi Approach |
| Convenor/Organizer | Convenor/Organizer | | | none | N/A | | | | | N/A |
| Consultancy | Consultant | | | none | N/A | | | | | N/A |
| Evaluator | Evaluator | | | none | N/A | | | | | N/A |
| PI 8. Percent of extension | A 41. Percent of extension proposals | | Prepares extension project proposals, | none | N/A | | | | | N/A |
| proposals approved * | approved * | | submits and follow up its approval for | 110110 | 1477 | | | | - | 14// |
| PI 11. Additional outputs * | A 42. No. of extension-related awards | | | | N/A | | | | | . N/A |
| | A 43.Other outputs implementing the new normal due to covid 19 | | Designs extension related activities and other outputs to implement new normal | N/A | N/A | | | | | N/A |
| MFO 5. SUPPORT TO C | PERATIONS | | | | | | | | | |
| | nd Institutional Accreditation Services | 5 | | | | | | | | |
| PI 8.Compliance to all | A 44. Compliance to all requirements of | | Ensures that all the QMS core processes of | | 1 | | | | *************************************** | |
| requirements thru the | theQMS core processes of the university | | the university are complied with in the | 17 | | | | | | |
| established/adequate | under ISO 9001:2015* | | performance of his/her functions as faculty | zero non | -conformity | 5 | 5 | 5 | 5.00 | zero % non |
| implementation, maintenance | | | member | | | | | | | conformity |
| and improvement of the | | | | | | | | | | |
| | A 45. Compliance to all requirements of | Minutes Preparation | Prepares required documents and complies | | | | | | | |
| | the program and institutional | | all requirements as prescribed in the | 100% | compliant | | | | | |
| | accreditations: | | accreditation tools | | | | | | | |
| | | Pilot Plant Manager | | | | | | | | |
| | On institutional accreditations | SSF Rootcrop facility | | | | | | | | |
| | | incharge | 1 | <i>(</i> | I | | | | | ı |

.

| UMFO 6. General Admir | n. & Support Services (GASS) | | | | | | | | | |
|--|--|---|--|---------------------|--|-------------------------|--|--|--|------------------|
| PI 2. Zero percent complaint from clients served | A 46. Customerly friendly frontline services | - | Provides customer friendly frontline services to clients | Zero % complaint | Zero % complaint | 5 | 5 | 5 | 5.00 | Zero % complaint |
| 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 performfing functions resulting to best practice | | | | | | | |
| | A 48.Other outputs implementing the new normal due to covid 19 | | Designs administration/management related activities and other outputs to implement new normal | | | | | | | |
| | | | | | AVERAGE | | | | 5.00 | |
| Total Over-all Rating | | | | | ****************************** | | | | | |
| Average Rating | | | | | | | | | | |
| Adjectival Rating | | | | | | | | | | |
| | Average Rating (Total Over-all rating divided by number of entries) Additional Points: Approved Additional points (with copy of approval) FINAL RATING ADJECTIVAL RATING | | | | | epito contr prais | elopi ome o ributi se an orate | ment of har on to d rec degr | nendations for : Ms. Domingo is the didedication. Here the ment is worth the surely benefit the | |
| Evaluated & Rated by: SETT C. QUEBEC | _ | | Recommending Approval MA. THERESA P. LORETO | | | Appro | | BE | ATRIZ S. E | BELONIAS |
| Department Head Date: January 5, 2022 | | | Dean, College of Arts and Science. Date: 2 9 2622 | | Vice President for Academic Affairs Date: 2 15 22 | | | | | |

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: Philippine Popular Culture Teaching Arts to Elementary Grade Reading Visual Arts Language of Non-Literary Texts Speech communication NSTP/CWTS | Conducted classes (synchronous and Asynchronous), computed grades per course, and achieve an outstanding result in students' performance evaluation | August 2021 | August - December 2021 | September to December 2021 | Very Impressive | Outstanding | |
| 2 | Assist students' concerns | Aid in students' concerns on the subject (Humn13n, ELSt 111, TEGr 12, Humn12n, Spch 11, NSTP) | August 2021 | August - December 2021 | September to December 2021 | Impressive | Outstanding | |
| 3 | Virtual classroom preparation | Prepared modules, learning materials, videos, and virtual classroom | July 2021 | August - December 2021 | August - December 2021 | Very Impressive | Outstanding | |
| 4 | Checked student outputs | Collated and checked students submitted output (Humn13n, ELSt 111, TEGr 12, Humn12n, Spch 11, NSTP) | August 2021 | August - December 2021 | August - December 2021 | Impressive | Outstanding | |
| 5 | Participate in all activities conducted by the department, college and the university (meetings and online webinar) | Attendance sheet; Present certificates if possible | July 2021 | August - December 2021 | August - December 2021 | Very 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 PLAN

Name of Employee: PRECIOUS C. DOMINGO

Performance Rating:

Aim:

- To develop flexible classroom management and teaching strategies appropriate to the face to face and online teaching and learning.
- To progress and complete the graduate study
- To present in an international or national conference or be a resource speaker in trainings and seminar
- To collaborate with other faculty in conducting 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 a peer-reviewed, Scopus indexed journals

Outcome: NA

Prepared by:

Department Head

Conforme:

PRECIOUS C