


SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: BETHLEHEM A. PONCE


Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Faculty	25%	5.00	1.25
b. Students	75%	5.00	3.75
TOTAL for Instruction	90%		4.50
2. Research	4.0%	4.00	0.16
3. Extension	4.0%	2.00	0.08
4. Production	1.0%	5.00	0.05
5. Administration/Other Services	1.0%	5.00	0.05
TOTAL			4.840


EQUIVALENT NUMERICAL RATING: 4.840
Add: Additional Points, if any: _____
TOTAL NUMERICAL RATING: 4.840

ADJECTIVAL RATING: OUTSTANDING

Prepared by: 
BETHLEHEM A. PONCE
Name of Faculty

Reviewed by: 
GUIBALDO C. FERNANDEZ, JR.
Department Head

Recommending Approval: 
CANDELARIO L. CALIBO
Dean, CAS

Approved by: 
BEATRIZ S. BELONIAS
Vice President for Instruction

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, **BETHLEHEM A. PONCE**, of the Department of Liberal Arts and Behavioral Sciences 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-DECEMBER 2018**.


BETHLEHEM A. PONCE

Ratee

Approved: 
GUIRALDO C. FERNANDEZ, JR.

Head of Unit

MFO No.	Description of MFO & PAPs	Success/Performance Indicators	Program/Activities/Projects	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
							Q ¹	E ²	T ³	A ⁴	
MFO1	Higher Education	Full Time Equivalent	Teaching	Taught Social Science subjects	18.00	30.20	5	5	5	5.00	
		Number of Instructional Materials Developed/Revised and									
		* Revised IMs within the last 3 years	Author/Compi	Revised course syllabi in Anth 11, Sosc 11n	1	2	5	5	5	5	
		* Number of hrs per week spent on student consultation	Consultation		3	6	5	5	5	5	
				SUB-TOTAL						15.00	
MF02	Research	Number of research conducted	Research	Co-Component Leader	1	1	4	4	4	4.00	Gender Sensitivity and Gender Role Difference Among Rainforestation Farming Adopters in the Philippines under the Mainstreaming of Rainforestation in the Philippines

		Number of Outputs Presented in Regional/National/International For a/Conferences	Conference	Paper Presenter	1	2	3	3	3	3.00	1. 3rd National Research conference on Arts, Science and Health, October 16-18, 2018 at Nature's Village Resort, Talisay City, Negros Occidental Philippines 2. 40th UGAT Annual conference, An International Gathering, November 08-10, 2018 at Palawan State University, Puerto Princesa City, Palawan Philippines
			Conference	Awardee	1	1	5	5	5	5.00	Award Received: 3rd NRCASH Best Conference Paper in Health Track for the paper entitled "Hierarchy of Resort": A Medical Anthropological Study of the Mamanwa Sources of MEDical Services in Brgy. Pinamudlan, San Francisco Southern Leyte
				SUB-TOTAL						12.00	
MF03	Extension	Number of trainings/seminars/conferences attended	Training	Participant	1	3	2	2	2	2.00	Rainforestation Training for Developing a Learning Site for Community-Based Forest Restoration, August 30-September 1, 2018 at Visayas State University, Baybay City, Leyte;
				SUB-TOTAL						2.00	
MF04	Support to Students/Production	Number of quizzes prepared and checked		Prepared and checked quizzes	5	10	5	5	5	5.00	Anth 11, Sosc11n
		Number of midterm and final exams prepared and checked.		Prepared and checked midterm & final exams	4	5	5	5	5	5.00	Anth 11, Sosc11n
		Number of oral recitations graded/evaluated		Graded.Evaluation oral recitations	4	5	5	5	5	5.00	Anth 11, Sosc11n
		Number of midterm and final gradesheets submitted		Submitted midterm and final grade sheets on time	5	5	5	5	5	5.00	Anth 11, Sosc11n
				SUB-TOTAL						20.00	Anth 11, Sosc11n
MF05	General Admin & Support Services	Number of participation on the events/program in the dept, college, univ. and other offices		Participant	1	3	5	5	5	5.00	July 8-10 Fieldwork in Camotes Sept 10-14 DLABS Anniversary Celebration Sept 19-21 VSU Sportsfest
		Number of committees served		Member & Chair	1	3	5	5	5	5.00	July 16 Department APC deliberation of the new applications August 23 Meeting Dept APC; Chair, Social Science Section; Social Science Curriculum Committee Chair

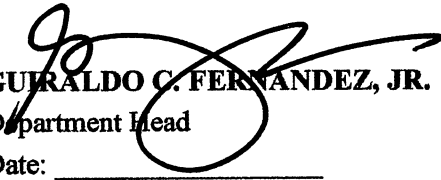
		Number of meetings attended	Meetings		2	5	5	5	5	5.00	August 2 Meeting Research team March 13, 2018 Meeting with the LGU from Baybay City August 24 Department meeting August 28 Faculty Assembly 20 Department Meeting Nov.
				SUB-TOTAL						15.00	
Total Over-all Rating											

Average Rating (Total Over-all rating divided by number		4.57
Additional Points:		
Approved Additional points (with copy of		
FINAL RATING		4.57
ADJECTIVAL RATING		Very Satisfactory


Comments & Recommendations for Development Purpose:

Even if Ms. Pare rated out of 5 in her evaluation, she has to improve that rating as in the process serve as model to her colleagues

Evaluated & Rated by:


GURALDO C. FERNANDEZ, JR.
 Department Head
 Date: _____

Recommending Approval:


CANDELARIO L. CALIBO
 College Dean
 Date: _____

Approved:



BEATRIZ S. BELONIAS
 Vice-President for Instruction
 Date: _____

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: Bethlehem A. Ponce

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	Teaches two (2) courses subjects (Anth11, SoSc11n)	Attendance sheets of the assigned classes, grade sheet per courses taught, and good result of student performance evaluation	July 2018	December 2018	December 2018	Impressive	Outstanding	Improve performance with respect to students' comments on TPES.
2	Assist students' concerns through students consultation	Improved student performance	July 2018	December 2018	December 2018	Impressive	Outstanding	Provide more interventions for the improvement of students
3	Prepares course syllabi updates	Approved course syllabi in Anth11 and SocSc11	July 2018	August 2018	August 2018	Impressive	Outstanding	Follow OBE format as prescribed
4	Submission of midterm grades and final grades	Grades submitted to registrar	July 2018	December 2018	December 2018	Impressive	Outstanding	
5	Conduct research	Progress report	July 1, 2018	December 30, 2018		Impressive	Outstanding	On-going
6	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	July 2018	July 2018	December 2018	Impressive	Outstanding	Participates actively in all activities
7	Perform other functions assign by the Dean, and the university	BSM proposal approved by DMP curriculum committee	July 2018	December 2018	December 2018	Impressive	Outstanding	Submit BSAP, BSM proposals to CAS curriculum committee
8	Paper presentations in various conferences	Certificate of appearance, certificate of attendance and certificate of recognition	July 2018	December 2018	December 2018	Very Impressive	Outstanding	One paper submitted for publication and was awarded as the Best Conference Paper
9	Conduct trainings	Certificate of recognition, written report	July 2018	December 2018	December 2018	Very Impressive	Outstanding	Follow CHED's requirement for the New GE Courses as prescribed

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

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

Prepared by:


GUIRALDO C. FERNANDEZ, JR.
 Department Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Bethlehem A. Ponce

Performance Rating:

Aim: To continue writing her Dissertation for the degree PhD in Anthropology, engage in research or extension projects and improve teaching strategies

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

Date: December 15, 2018

Target Date: One year from today

First Step:

- a) Encouraged her to strive and keep working on her dissertation despite hectic schedules because of teaching duties
- b) Required her to be involved on research or extension projects which the Department has started to work on.
- c) Advised her to simplify her discussions more in order for the students with different levels of intellectual abilities to comprehend

Result:

She has finished the main chapters of her dissertation, done preliminary fieldwork for a prospect research of the department.

Date: December 15, 2019

Target Date: End of first semester


Next Step:

He was advised to finally finish her dissertation. And employ more teaching strategies based on the evaluation of the students

Outcome: NA

Final Step/Recommendation: NA

Conforme:


BETHLEHEM A. PONCE
Faculty

Prepared by:


GUIRALDO C. FERNANDEZ, JR.
Department Head