

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **HILDA A. PEDRERA**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction		<i>4.87</i> <i>8</i> <i>2.165</i> <i>8</i>	
a. Head/Dean (50%)		$4.87 \times 50\% = 2.37$	
b. Students (50%)		$5.00 \times 50\% = 2.50$	
Total for Instruction	90%	4.87 <i>4.665</i>	4.38 <i>4.25</i> <i>8</i>
2. Research		<i>4.87</i> <i>8</i>	
a. Client/Dir. for Research (50%)	5% <i>8</i>	$4.87 \times 50\% = 2.432$ <i>4.15</i>	0.125
b. Dept. Head/Center Director (50%)		$4.87 \times 50\% = 2.432$	
Total for Research	<i>8%</i>	<i>4.87</i>	<i>0.24</i> <i>8</i>
3. Extension	<i>8</i> 5%	$5.00 \times 50\% = 2.5$	0.125
a. Client/Dir. for Extension (50%)		$5.00 \times 50\% = 2.5$	
b. Dept Head/Center Director (50%)		5.00	0.25 <i>8</i>
Total for Extension		<i>5.0</i>	
4. Administration	0		0
5. Production	0		0
TOTAL	100%		4.63 <i>4.69</i>

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.63 *4.69*

ADJECTIVAL RATING:

Outstanding


Prepared by:



HILDA PEDRERA

Name of Faculty

Reviewed



ROSARIO P. ABELA

Department Head

Recommending Approval:



BAYRON S. BARREDO

Dean/Director

Approved:




ROTACIO S. GRAVOSO

Vice President of Academic Affairs

"Exhibit B"


INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, HILDA A. PEDRERA, of the DEPARTMENT OF TEACHER EDUCATION commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JANUARY - JUNE 2024.


HILDA A. PEDRERA
 Faculty
 Date: 7/22/24

Recommending Approval:

ROSARIO P. ABELA
 Department Head
 Date: 8/22/24

Approved:

BAYRON S. BARREDO
 Dean, College of Education
 Date: 8-22-24

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
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							
PI 8: Number of graduate students advised*	A2. Number of students advised	Acts as academic adviser to graduate students							
	A3. Number of students advised on thesis/special problem/dissertation								
	As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							
	AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript							

	A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							
PI 9: Number of instructional materials developed*	A5. Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof							
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
	A6. 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							
	A7. Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom							
PI 10. Additional outputs:	A8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
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	20	37.1	5	5	5	5.00	Filipino 7 (Lily, Dahlia & Petunia), and PrEd 129

	<u>A10.</u> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	4	5	5	5	5.00	Filipino 7 (Lily, Dahlia & Petunia), and PrEd 129
	<u>A11.</u> 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							
	<u>A12.</u> Number of trainings attended related to instruction	Attend mandated trainings	1	2	5	5	5	5.00	Training-Workshop on Preparing Research Manuscripts for ISI and SCOPUS Publications and 7th International Conference on Asian and Philippine Studies
	<u>A13.</u> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	8	5	5	5	5.00	Filipino 7 (Lily, Dahlia & Petunia), and PrEd 129
	<u>A14.</u> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	5	25	5	5	5	5.00	Filipino 7 (Lily, Dahlia & Petunia), and PrEd 129
	<u>A15.</u> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
<u>PI 8:</u> Number of students advised*	<u>A16.</u> Number of students advised:	<i>Acts as academic adviser to students</i>	30	40	5	5	5	5.00	Grade 7 - Lily
	<u>A17.</u> Number of students advised on thesis/ field practice/special problem:								
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript							
	<u>A18.</u> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	30	40	5	5	5	5.00	Grade 7 - Lily

PI 9: Number of student organizations advised/ assisted*		A19. Number of Student organizations advised	Advises student organizations recognized by USOO	1	3	5	5	5	5.00	Student Body Organization, Supreme Student Government, and Filipino Club
		A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	3	5	5	5	5.00	Student Body Organization, Supreme Student Government, and Filipino Club
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	1 0	3 0	5 0	5 5	5 5	5.00 4.00	Filipino 7
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	5	5	5	5.00	Filipino 7
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	5	20	5	5	5	5.00	Filipino 7 (Lily, Dahlia & Petunia), and PrEd 129
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	30	5	5	5	5.00	Filipino 7 (Lily, Dahlia & Petunia), and PrEd 129
		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							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	2	5	5	5	5.00	Filipino 7 (Lily, Dahlia & Petunia), and PrEd 129
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 program/institutional accreditation and/or evaluation							

		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
UMFO 3 . RESEARCH SERVICES										
PI 1. Number of research outputs in the last three (3) years utilized by the industry or 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							
PI 2. Number of research outputs completed within the year*		A 28. Number of research outputs completed within the year*	Conducts and completes research or project within the year							
PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%)*		A 29. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication							
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>								
PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences		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	1	1	5	5	5	5.00	7th International Conference on Asian and Philippine Studies
		<i>In int'l fora/conferences</i>		0	1	5	5	5	5.00	7th International Conference on Asian and Philippine Studies
		<i>In nat'l/regional fora/conferences</i>		1	0					
PI 5. Percent of research proposals approved*		A 31. Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	0	1	5	4	4	4.33	"Echoes of Leyte:" The Image of Leyte Province from the Beyer Collection of the National Library of the Philippines
PI 6. Additional outputs*		A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)								

		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	1	3	5	5	5	5.00	1. PUP SSDR Journal - "Paghalungkat ng Mga Ugat: Ang Paglalugad at Pagsipat sa Pagpili ng Mga Artikulong Nailathala sa Dalumat E-Journal mula 2010 hanggang 2022" 2. PUP SSDR Journal - Perspektibo sa Pakikipagkapwa ng Ilang mga Nagtitinda sa mga Pamilihang Bayan 3. NRCP Journal - "Pagsusuri sa mga Gawi at Paniniwalang Kapampangan Batay sa Digital na Sinupan ni Beyer sa Pambansang Aklatan ng Pilipinas"
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
UMFO 4. EXTENSION SERVICES										
PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities		A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained	Identifies and links with probable partners for extension activities and maintains this active partnership	0	3	5	5	5	5.00	DepEd Baybay City Division, DepEd Southern Leyte Division, and Bureau of Corrections - Leyte Regional Prison
PI 2. Number of trainees weighted by the length of training		A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs		A 38. Number of extension programs/projects implemented	Implements duly approved extension projects							
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							

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							
Research Mentoring	Research Mentor								
Peer reviewers/Panelists	Peer reviewers/Panelists		1	2	5	5	5	5.00	PUP Social Sciences Development Review Journal and National Research Council of the Philippines Journal
Resource Persons	Resource Persons								
Convenor/Organizer	Convenor/Organizer								
Consultancy	Consultant								
Evaluator	Evaluator								
PI 8. Percent of extension proposals approved*	A 41. Percent of extension proposals approved*	Prepares extension project proposals, submits and follow up its approval for immediate implementation	0	2	5	5	5	5.00	1. Capacitating Trainers on Persons Deprived of Liberty with Basic Learning and Living Skills 2. Research and publication Training and Capacity-building for DepEd Baybay City Division, DepEd Division of Southern Leyte, and Franciscan College of the Immaculate Conception teachers
PI 11. Additional outputs*	A 42. No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
	A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
UMFO 5. SUPPORT TO OPERATIONS									
OVPI MFO 4. Program and Institutional Accreditation Services									
PI 8. Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015*	A 44. Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015*	Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member		zero non-conformity					

	A45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools		100% compliant					
	On program accreditations								
	On institutional accreditations								
UMFO 6. General Admin. & Support Services (GASS)									
PI 2. Zero percent complaint from clients served	A46. Customerly friendly frontline services	Provides customer friendly frontline services to clients		100% compliant					
PI 3: Additional Outputs	A47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies*	Initiates/introduces improvements in performing functions resulting to best practice							
	A48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal						99.93	5
Total Over-all Rating								102.33	

Average Rating (Total Over-all rating divided by 4	27.5	24.8	5
Additional Points:			
Approved Additional points			
Final Rating	4.63	4.01	5
Adjectival Rating		Outstanding	

Comments & Recommendations for Development
Purposes:
① He is willing to take responsibilities.
Continue to publish your research outputs.

Evaluated & Rated by:

ROSARIO P. ABELA

Department Head

Date: 8-27-24

Recommending Approval

BAYRON S. BARREDO

Dean, College of Education

Date: 8-28-24

Approved by:

ROTACIO S. GRAVOSO

Vice President for Academic Affairs

Date: 9/4/24

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



TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATINGS

1ST Semester AY 2023 - 2024

Name of Faculty : PEDRERA, HILDA A.

Department: VSU -Integrated High School

College: TEACHER EDUCATION

Course No. & Descriptive Title		Lec./ Lab.	RATING		% Evaluation Rating
			Numerical	Adjectival	
PrEd 131	Building and Enhancing New Literacies Across the Curriculum	Lec	5.00	Outstanding	100.0 %
Fil I	Fil. Gram., Comp & Lit.	Lec	5.00	Outstanding	100.0 %
Fil I	Fil. Gram., Comp & Lit.	Lec	5.00	Outstanding	100.0 %
Fil I	Fil. Gram., Comp & Lit.	Lec	5.00	Outstanding	100.0 %
Average Rating			5.00	Outstanding	100.0 %

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

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: May 09, 2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: May 09, 2024

Received by:

HILDA A. PEDRERA

Name and Signature of Faculty

Date: May 21, 2024

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



INSTRUCTION AND EVALUATION

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Baybay City, Leyte

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PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: VSU INTEGRATED HIGH SCHOOL

Head of Office: DR. ROSARIO P. ABELA

Number of Personnel: 17


Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring Review and Finalization of the IHS Individual Targets (January – December 2024) and Accomplishments (January – June 2024)		Faculty Meeting January 8, 2024 Consolidation of IPCR Accomplishments May 14, 2023			Each faculty finalize their IPCR Targets (January – December 2024) and Accomplishments (January – June 2024)
Coaching Review the need support to facilitate the attainment of the IHS Targets		Faculty Meeting February 26, 2024 March 17, 2024 Consolidation of IPCR Accomplishments August 2, 2024			Submitted list if support needed to attain targets.

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

Conducted by:

Noted by:


ROSARIO P. ABELA
Department Head


BAYRON S. BARREDO
Dean, College of Education

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Ms. Hilda A. Pedrera

Performance Rating:

Aim: To produce instructional materials on subjects handled for flexible learning.
To finish her pursued doctorate studies.

Proposed Interventions to Improve Performance:

Date: February 2024

Target Date: December 2024

First Step:

1. Developed at least one learning guide for each subject ready to be used in the new normal
2. Attend seminars and workshop on research, extension and instruction.

Result:

Carried out responsibilities as an instructor and researcher.

Date: July 2024

Target Date: December 2024

Next Step:

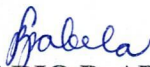
1. Seek university admissions for advanced studies.
2. Perform responsibility as a faculty

Outcome: Achieved goals and objectives in instruction and research.
Published research output in reputable journals

Final Step/Recommendation:

1. Continue to carry out responsibilities as an instructor and as section head.
2. To engage more in doing research.
3. To focus and finished her pursued doctorate studies

Prepared by:


ROSARIO P. ABELA
Unit Head

Conforme:


HILDA A. PEDRERA

Name of Ratee Faculty/Staff