SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: BERT C. PENALOSA

January-June 2020

Program Involvement	Percentage Weight of	Numerical		Equivalent Numerical
1. Instruction				
a. Head/Dean (100%)		4.60×100%	4.60	
b. Students (0%)				
Total for Instruction	80%		4.60	3.68
2. Research				
a. Client/Dir. For Research (50%)				
b, Dept. Head/Center Director (50%)				
Total for Research				
3. Extension				
a. Client/Dir for Extension (50%)				
b. Dept. Head/Center Director (50%)				
Total for Extension				
4. Administration	20%		4.67	0.93
5. Production				
TOTAL	100%			4.62
EQUIVALENT NUMERICAL RATING:			4.62	

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

0

4.62

Outstanding

ADJECTIVAL RATING:

Prepared by:

BERT C. PEÑALOSA

Name of Faculty

Reviewed by:

Con Come

NILDA T. AMESTOSO

Dept. Head

Recommending Approval:

MOISES NEIL V. SERIÑO

Dean, CME

Approved:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I,BERT C. PEÑALOSA, a faculty member of the DEPARTMENT OF BUSINESS AND 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 JANUARY 2020 to JUNE 2020.

Instructor I

Date: May 13, 2020

Approved:

NILDA T. AMESTOSO

Department Head

Date:

MOISES NEIL V. SERIÑO

College Dean
Date: O.A. 7, WW

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities /	Tasks Assigned	Target	Actual Accomplis			Ratir	ng	REMARKS (Indicators in percentage should be
NO.			Projects			hment	Quality	Eficiency	Timeliness	Average	supported with numerical values in numerators and denominators)
UMFO	1. ADVANCED EDUCATION SE	RVICES	programme and control of the control						paradicistic parents or	per per and an application of the last of	
OVPI N	AFO 2. Graduate Student Mana	gement Services	A STATE OF THE PERSON OF THE P	•					and agency of		
negripale en el propieto de la composição	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	annuar ann an	Handles subjects/courses assigned	ann gaigh eithe fai dh an Thigh na nùna na			et Marine	ngesidatigi indone w		
	PI 8: Number of graduate students advised *	A2. Number of students advised		Acts as academic adviser to graduate students		NAME OF THE OWNER					
		A3 . Number of students advised on thesis/special problem/dissertation									
andra processes and a fill of the fill of		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							
		<u>A4</u> . 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							

* Number of students advised	: A16. Number of students advised:		Acts as academic adviserto students	10	40	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	10	5	4	4	5	5.00	
	A14. Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	15	16	5	5	4	4.67	
	A13 . Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught	6	8	5	5	5	5.00	
	A12 . Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings	2	2	4	4	4	4.00	
	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	3	6	5	5	5	5.00	
	A10 . Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline	6	8	5	5	5	5.00	
PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	and the state of t	Handles and teaches courses assigned	30	28.35	5	4	4	4.33	
UMFO 2. HIGHER EDUCATION SERVI										
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	NOT SANSASSISSISSISSISSISSISSISSISSISSISSISSISS					od naci nodnostaj rigordo konson ti	
	A 7 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom							
	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							
	Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
	Supplemental learning resources		video clips, movie clips, reading assignments depending on course							
	On-line ready courseware		module/laboratory guide/workbook or a combination thereof Prepares Power Point presentation,							
		T	Prepares Instructional		T	T	Г	T		

						-		***************************************		
	A17 . Number of students advised on									
	thesis/ field practice/special problem: As SRC Chairman	Advising/corr ection	Advises, and corrects research outline and thesis/SP manuscript	8	8	4	4	5	4.33	
	As SRC Member	Advising/corr ection	Advises and corrects research outline and thesis/SP manuscript	20	20	4	5	4	4.33	
	A18 . Number of students entertained for consultation purposes		Entertains students consulting on subject taught, thesis and grades	30	40	5	5	5	5.00	
PI 9: Number of student organizations advised/ assisted	<u>A19</u> . Number of Student organizations advised		Advises student organizations recognized by USOO		1	5	5	5	5.00	
	A20 . Number of Student organizations assisted on student		Assists student organizations in implementing student related	1	1	5	4	4	4.33	
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	5	5	5	5.00	
	On-line ready courseware		Prepares Instructional module/laboratory quide/workbook or a combination	1	1	4	5	4	4.33	
	Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course	1	1	4	5	5	4.67	
	Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	20	20	5	4	5	4.67	
	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	1	1	4	4	5	4.33	
	A 24 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom	1	1	4	4	5	4.33	
PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:				and the state of t					
	Program accreditation/evaluation		Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	1	1	5	5	4	4.67	
	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	1	1	4	5	4	4.33	
IFO 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 oroject 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-refereed or CHED recognized journal within the year		Writes publishable materials out of research outputs and submits for publication					
ALLES CONTINUE PRINCIPAL		In refereed int'l journals							
		In refereed nat'l/regional journals	Charles Control of the Control of th		ner dissipate (Alientellingungangan)		Transportation of the last of		And the second s
	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 scienfic for a/conferences					
		In int'l fora/conferences							
agingly sage BANNON Processors And		In nat'l/regional fora/conferences		Annual processors of the Section (1994) (199					
	PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved		Prepares research proposals, submits and follows up its approval for immediate implementation					
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or							
		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					
		A 34. Number of UMs submitted to ITSO, VSU	UM preparation	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				-	

FO 4. EXTENSION SERVICES				4446-7477-750-877-74-746-74-74-74-74-74-74-74-74-74-74-74-74-74-	TT	T	***************************************	
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						
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	Implementes duly approved extension projects						
who rated the training course/s and advisory services as	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	<u>A 40</u> . Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries						
Research Mentoring	Research Mentor	Service and the service and th		A THE STREET OF			A THE PERSON AND PERSO	TO PANAL CHARLO CHILDREN AND AND AND AND AND AND AND AND AND AN
Peer reviewers/Panelists	Peer reviewers/Panelists			THE REST OF THE PERSON NAMED IN			The state of the s	
Resource Persons	Resource Persons		POT JANA MARIA ÜŞAKÜ EVI KALLANDAN ŞAR					en danimatek seliki ke yangan danima kata ya teratek di pertenten danimatek danimatek di danimatek di danimate
Convenor/Organizer	Convenor/Organizer		N. C. A. C.	****			and displayed the same	
Consultancy	Consultant		TO COMPANY OF THE PARTY OF THE					
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						
Pl 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student							
	A 43 Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal						
MFO 5. SUPPORT TO OPE	RATIONS							

OVPI MFO 4. Program and	Institutional Accreditation Services										
PI 8. Compliance to all requirements thru the established/adequate implementation, maintenance a improvement of the QMS of the core processes of the College/department under ISO	T T T T T T T T T T T T T T T T T T T		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- conformit y		5	5	4	4.67		
	A 45. Compliance to all requirements of the program and institutional accreditations:	Minutes Preparation	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% complian	1	5	5	4	4.67		
And distribute the processing commissions are their properties contribute or about distribution, and appear about the effective and the effective about the effective and the effective about the effective ab	On program accreditations	Pilot Plant Manager	And the second s								
Adda that the second and the second of the s	On institutional accreditations	SSF									
JMFO 6. General Admin.	& 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 % complain						Administration of Management and Administration of the Control of	
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								namus picorio (1986)
	A 48.Other outputs implementing the new normal due to covid 19		Designs administration/management related activities and other outputs to implement new normal	t					and the second s		neration Addition Addition
Total Over-all Rating									106.00		
Average Rating (Total Ove	r-all rating divided by 4)		4.61	-	Comments Developm Must learn	ent P	urpo	se:			
Additional Points FINAL RATING											
ADJECTIVAL RATING Evaluated & Rated by:			Recommending Approval	_		App	rove	d by	1lor		*************
aluated of Nated by.			1 100011 MI IOII IS I INDIOTOI			· Jah	2101	- W J /			

Evaluated & Rated by:

NILDA T. AMESTOSO

Department Head

Date:

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

MOISES NEIL V. SERIÑO
Dean, College of Mgt. & Economics
Date:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

Date:



PERFORMANCE MONITORING & COACHING JOURNAL

1st	CD
2 nd	AR
3rd	T
4th	R

Name of Office: Dept. of Business and Management

Head of Office: NILDA T. AMESTOSO

Number of Personnel: BERT C. PENALOSA

		MECHAI	NISM		
Activity Monitoring	One-on- One	eting Group	Memo	Others (Pls. specify)	Remarks
Monitoring	Observing him in the classroom and providing feedback	Sharing information and advice about policies, procedures, curriculum, instructional strategies etc.		Following up the progress of extension involvement of DBM	Very productive discussion
Coaching		How to develop teaching guides and tips for teaching effectively			Effective and successful

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

Conducted by:

Noted by:

NILDA T. AMESTOSO

Immediate Supervisor

SES NEIL V. SERII

Dean, CME



Name of Employee:

Bert C. Penalosa

Performance Rating:

January 2020-June 2020

Aim: To enhance capability vital for strategic teaching, to acquire relevant knowledge and skills necessary for personal development.

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

Date: January 2020

Target Date: June 2020

First Step:

Attend trainings/workshops related to strategic teaching methods and personal development.

Result:

Attended virtual trainings/workshops on distant learning modality, and on-air flexible learning.

Next Step:

<u>Integrate knowledge and skills learned in preparing learning modules and online flexible learning for subjects to be taught.</u>

Outcome:

Developed learning modules and virtual classrooms for Entr 11 and Mgmt 122.

Final Step/Recommendation:

To continue attending seminars/workshops/trainings to upgrade personal competency to perform instruction, research, and extension functions.

Prepared by:

NILDA T. AMESTOSO Unit Head

Conforme:

BERT C. PENALOSA

Ratee

cc: ODA-HRD