

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of faculty Member: MARY JEAN M. SAPAN

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x 3)
1. Instruction			
a. Head/Dean (50%)		5.0 x 50% = 2.50	
b. Students (50%)		5.00 x 50% = 2.50	
Total for Instruction	75 %	5.0	3.75
2. Extension	10%	4.50	.45
4. Support to Operations	15%	4.70	.71

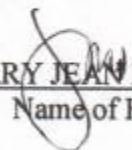
Equivalent Numerical Rating: 4.91

Add: Additional Points, if any:

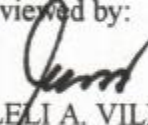
TOTAL Numerical Rating: 4.91

Adjectival Rating: **OUTSTANDING**

Prepared by:


MARY JEAN M. SAPAN
Name of Faculty

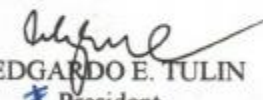
Reviewed by:


ALESIA A. VILLOCINO
Department Head

Recommending Approval:


REMBERTO A. PATINDOL
Chairman, PMT

Approved:


EDGARDO E. TULIN
President

Support to Operations	Number of VSU Related Activities Assisted Faculty and Staff Sportsfest and Students Intramural Games	Acted as Secretariat, incharge of the over-all results of the university-wide intramural games	25	35.00	4.9	4.8	4.8	4.5	
		printed final results copy	20	30	5	5	5	4.5	4.5
Extension	Number of VSU-Related Activities Assisted SCUAA Games	facilitated the Laro ng Lahi games	200	220	4.8	4.8	4.5	4.7	
		Gathered and tabulated the over-all results of the activity	25 events	27 events	5	4.9	4.9	5	
		Acted as Secretary during the Sports Directors Mtgs.	2	4.00	4	5	5	5	
		prepared the athletes documents	270	270.00	5	4.8	4.6	4.7	
		checked and printed eligibility forms	250	250.00	5	5	5	5	
		checked athletes documents (All)	250	250.00	5	5	4.5	4.5	
		evaluated athletes grades	270	270.00	4.8	4.8	4.5	4.7	
		organized Gallery by event	22	22.00	5	4.8	4.6	4.7	
		screened VSU athletes TOR	270	270.00	5	5	5	5	
		screened VSU athletes birth certificates	250	250.00	5	5	4.5	4.5	
		prepared gallery of VSU athletes	250	250.00	4.8	4.8	4.5	4.7	
		screened VSU eligibility form	250	250.00	5	4.8	4.6	4.7	
		organized athletes according to event by folder	250	250.00	5	5	5	4.5	4.5
		organized the birth certificates by event by folder	250	250.00	5	5	5	5	5
	Attendance to regular and special meetings	5	15	5	5	5	5	5	
Committee Assignment	called mtgs for graduating students	1	2.00	5	5	5	5	5	
	Total: Support to Operations							4.7	
Extension	Technical/Expert Services								
	National/Regional								
	Trainer								
Additional Points	Total: Extension		8	10.00	5	5	4.5	4.5	
								4.5	
Punctuality									
Approved Additional Points (with copy of approval)									
Final Rating									
Adjectival Rating									

Received by:

TERESITA L. QUINANOLA
PRPEO

Date: _____

Calibrated by:

REMBERTO A. PATINDOL
Chairman, PMT

Date: _____

Recommending Approval

BEATRIZ S. BELONIAS
Vice-President for Instruction

Date: _____

Approved:

EDGARDO E. TULIN
President

Date: _____