SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: __JULIE BEE M. AGUINALDO

January-June 2020

Program Involvement (1)	Percentage Weight of Involve-ment (2)	Rating (Rating x%) (3)		Equivalent Numerical Rating (2 X 3)
1. Instruction				
a. Head/Dean (100%)		4.71×100%	4.71	
b. Students (%)				
Total for Instruction	75%		4.71	3.53
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%)		A STATE OF THE PARTY OF THE PAR		
Total for Extension				
4. Administration	25%		4.89	1.22
5. Production				
TOTAL	100%			4.75

EO	LIIV	AIFI	VT	NI	IM	FRI	CAL	RA'	TING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

ADJECTIVAL RATING:

4.75

0

4.75

Outstanding

Prepared by

JULIE BEE M. AGUINALDO

Name of Faculty

Reviewed by:

Sandamatofic:

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, <u>JULIE BEE M. AGUINALDO</u>, a faculty member of the <u>DEPARTMENT OF BUSINESS AND MANAGEMENT</u> commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period <u>JANUARY 2020 to JUNE 2020</u>.

JULIE BEEM. AGUINALDO

Date:

Approved:

NILDA T. AMESTOSO
Department Head

Date:

OISES NEIL V. SERIÑO

College Dean

Date: () . 1 2020

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities /	Tasks Assigned	Target	Actual Accomplis		Ra	ating	nafinasiya inna madana ayo m	REMARKS (Indicators in percentage should be
	*		Projects			hment	Quality	Eficiency	Timeliness	Average	supported with numerical values in numerators and denominators)
UMFO	1. ADVANCED EDUCATION	SERVICES									
OVPI M	FO 2. Graduate Student Managem	ent Services		-							A CONTRACTOR OF THE CONTRACTOR
manus visit (despine) estações	Pl 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	inangano proporazile men-	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							
		<u>A4</u> . Number of students entertained for consultation purposes		Entertains students seeking consultation with faculty							
	PI 9: Number of instructional materials developed *	<u>A5</u> . 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		- bayana and the constitution of constitution					

							_	-		-	
		Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
4		Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
		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							
		A 7 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom							
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							
MFO 2. H	IGHER EDUCATION SERVICES										
VPI UMF	O 3. Higher Education Manager	ment Services				processorings, confingers and interest one				A STATE OF THE STA	
	5: Total FTE, coordinated, plemented and monitored *	A9. Actual Faculty's FTE		Handles and teaches courses assigned	20	18.75	4	4	4	4.00	
	4.0 - Control of State Control of	A10 . Number of grade sheets submitted within prescribed period	Preparatio n	Prepares gradesheet and submits on or before deadline	6	5	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 period	3	10	5	5	5	5.00	
entra propositi de la Colonida de Colonida		A12 . Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings	2	2	4	5	4	4.33	
eraninkanikkowa a pod Propositiva I		A13 . Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught	6	5	4	5	4	4.33	
naun die verlagi interbagei deur de Andrés de Pen		A14 . Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	20	24	5	5	5	5.00	
		A15. Number of lab reports and term papers checked and		Checks lab reports and term papers submitted as required	10	5	4	4	4	4.00	
		graded									

	A17. Number of students advised on thesis/ field practice/special problem:									
	As SRC Chairman	Advising/c orrection	Advises, and corrects research outline and thesis/SP manuscript	10	11	5	5	4	4.67	
	As SRC Member	Advising/c orrection	Advises and corrects research outline and thesis/SP manuscript	20	30	5	5	5	5.00	
	A18. Number of students entertained for consultation purposes		Entertains students consulting on subject taught, thesis and grades	30	35	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							
	<u>A20</u> . Number of Student organizations assisted on student related activities		Assists student organizations in implementing student related activities	1						
Pl 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							
	On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	2	5	5	5	5.00	
	Supplemental learning resources	\$	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	4	5	5	5	5.00	
	Assessment tools		Prepares assessment tools such as long exam, quízzes, problems sets, etc.	20	25	5	5	5	5.00	
	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	

4)

			-			-	_	-	
PI 11. Additional outputs	A 25. Number of Additional								1 1 9 9
	outputs accomplished: Program accreditation/evaluation	Prepares documents and /or program	1	1	5	4	5	4.67	
	Program accreditation/evaluation	profile and other materials required	'	,	1	4	3	4.07	
		during program/institutional							
	A				-	-			
	Agency/firm/Industry linkages	Coordinates with potential firms and							
		maintains linkages with firms willing to accept OJT students from VSU							
					-			5.00	
	A 26. Other outputs	Designs experiential learning activities	1	1	5	5	5	5.00	
	implementing the new normal	and other outputs to implement new							
	due to covid 19	normal							
MFO 3 . RESEARCH SERVICES									
PI 1. Number of research output	in A27. Number of research outputs in the	Conducts research for possible							
the last three (3) years utilized b		utilization by industry or other							P
the industry or by other	industry or by other beneficiaries *	beneficiaries							
PI 2. Number of research output	A 28. Number of research outputs	Conducts and completes research		deliligania palendo qui alane fermetry pres	1				
completed within the year *	completed within the year *	oroject within the year							
		,							. 7 4 7
PI 3. Percentage of research	A 29. Percentage of research outputs	Writes publishable materials out of		Military to the process that the second	+				
outputs published in internationa		research outputs and submits for							
referred or CHED recognized	CHED recognized journal within the year	publication							
TOTAL STATE OF THE PROPERTY OF	In refereed int'l journals	banana		STATE OF THE PARTY	-	-			
	III Telefeed III Tjodinale								
	In refereed nat'i/regional journals								
PI 4. Number of research outputs	A 30. Number of research outputs	Prepares, submits and presents		demolynostrates tempolynostes					
presented in regional/national/ in		research paper in scienfic for							
fora/conferences	fora/conferences *	a/conferences							
				ipi pamanani inapamana kathiringi					Open and the second control of the c
	In int'i fora/conferences								
	In nat'l/regional fora/conferences								
	A 31. Percentage of of research	Prepares research proposals, submits		alle galler and seat all the seat and seat and seat all the					en meneral sama da anti digir kelalas maja maja meneral den didi nyerit kahisinyi di didi digirih heri basa mada asalayi
PI 5. Percent of research propos	proposals prepared, submitted and	and follows up its approval for							
approved *	approved	immediate implementation							
PI 6. Additional outputs*	A 32. IVO. OF research related awards				 				
FLO. Additional outputs	(research conducted by faculty or								
	ate dank sed faculta)	Acts as peer reviewer of journal							
1	A 33. Number of journal articles/scientific	articles/scientific papers, reviews the							
		farticios soloritatio papers, reviews the							
	paper received and reviewed as peer-	paper received and returns duly							

-		Annual American and a superior and a	,					1 1	r		
		- CONTRACTOR - CON	UM	Prepares and submits application for							
		to ITSO, VSU	preparatio	UM of technology generated out of							
			n	research output							
		A 35. Other outputs implementing		Designs research related activities and							
		the new normal due to covid 19		other outputs to implement new normal							
LIMEO	4. EXTENSION SERVICES		-								
OWN O	PI 1. Number of active partnerships	A 36. Number of active partnerships with		Identifies and links with probable							
	with LGUs, industries, NGOs,	LGUs, industries, NGOs, NGAs, SMEs,		partners for extension activities and							
	NGAs, SMEs, and other	and other stakeholders facilitated and		maintains this active partnership							
1 1	stakeholders as a result of	maintained									
1	extension activities										
	PI 2. Number of trainees weighted	A 37. Number of trainees weighted by		Conducts trainings among						valojonine (arjesta)	
		the length of training		beneficiaries of technologies for							
	by the longer of defining	and forigation daming		transfer							
	PI 3. Number of extension	A 38. Number of extension		Implementes duly approved extension	-	-	minni ico				
		programs/projects implemented		projects							
	consistent with the SUC's	programo projecto impromento									
	mandated and priority programs										
auditorità sua l'illimi e pres	PI 4. Percentage of beneficiaries	A 39. Percentage of beneficiaries who		Provides quality and relevant training							
	who rated the training course/s and	rated the training course/s and advisory		courses and advisory services							
	advisory services as satisfactory or	services as satisfactory or higher in									
	higher in terms of quality and	terms of quality and relevance									
	PI 5. Number of technical/expert	A 40 . Number of technical/expert		Provides the technical and expert	AND DESCRIPTION OF THE PERSON NAMED IN COLUMN	Of the Association of the Associ	******			-	the second secon
		services as/in:		services requested by beneficiaries							
	Research Mentoring	Research Mentor		AND THE RESIDENCE OF THE PROPERTY OF THE PROPE		**************************************	***************************************				ng traphony disability in Manifel Malacana ang akaminan di manifel more di more di more per manifel and ana ana antanda plana
	Peer reviewers/Panelists	Peer reviewers/Panelists				*****************					
-	Resource Persons	Resource Persons				-					
		Convenor/Organizer					-				
	Convenor/Organizer	PROFESSION AND ASSESSION A									
	Consultancy	Consultant									
	Evaluator	Evaluator								-	
		A 44 B		Prepares extension project proposals,							
	PI 8. Percent of extension	A 41. Percent of extension proposals		submits and follow up its approval for							
	proposals approved *	approved *		immediate implementation							
	PI 11. Additional outputs *	A 42. No. of extension-related awards									
	FTT. Additional outputs	(extn. conducted by faculty or student &									
		faculty) *									
		A 43. Other outputs implementing	, , , , , , , , , , , , , , , , , , , ,						-,-		
		the new normal due to covid 19		Designs extension related activities							
		line new normal due to covid 19		and other outputs to implement new							
				normal							

	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 Inst	itutional 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 theQMS 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- confor mity	zero non- conformi ty	5	5	5	5.00	ı.
	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% complia nt	100% complian t	5	5	4	4.67	
	On program accreditations	Pilot Plant Manager								
	On institutional accreditations	SSF								
UMFO 6. General Admin. & S	upport Services (GASS)									
PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services		Provides customer friendly frontline services to clients	Zero % complai nt	Zero % complain	5	5	5	5.00	
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							
Total Over-all Rating									94.67	
Methodography and State Annie of the Colore			4 99 %	1	Comments			menda	tions for	
Average Rating (Total Over-all	rating divided by 4)		4.73	-	Developme				arab for	reference growth
Additional Points			4.73	-	M	ust en	gage ir	reses	sarch for pi	rofessional growth.
FINAL RATING ADJECTIVAL RATING			9.73	1						
Evaluated & Rated by:			Recommending Approval	J		Appro	ved by	<i>J</i> :	1//	71 .
Evaluated of Mateu by.			11.2			11.			10	// `

Evaluated & Rated by:

NILDA T. AMESTOSO Department Head

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

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

Od. 9, 200

BEA/RIZ S. BELONIAS
Vice President for Academic Affairs
Date:



PERFORMANCE MONITORING & COACHING JOURNAL

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2 nd	A R
3 rd	Т
4th	E

Name of Office: Dept. of Business and Management

Head of Office: NILDA T. AMESTOSO

Number of Personnel: JULIE BEE M. AGUINALDO

		ME	CHANISM		
Activity Monitoring	Me One-on-	eting Group	Memo	Others (Pls.	Remarks
Monitoring	One One	Стоир	Memo	specify)	
Monitoring		Sharing information and advice about policies, procedures, curriculum, instructional strategies etc.		Following up the progress of research/extension involvement of DBM	Very productive discussion
Coaching	Showing her how to use a specific program (ex. Excel QM) for use in her classes	tips for			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

MOISES NEIL V. SER

Dean, CMÈ

EMPLOYEE DEVELOPMENT PLAN

Name of Employee:

Julie Bee M. Aguinaldo January 2020-June 2020

Performance Rating:

Aim: To enhance capability, knowledge, and skills in strategic teaching.

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

Result:

Attended virtual trainings/workshops on distant learning modality.

Next Step:

Integrate knowledge learned in preparing learning modules for subjects to be taught.

Outcome:

Developed learning module and virtual classrooms for Mgmt 101b and Mgmt 111.

Final Step/Recommendation:

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

Prepared by:

NILDA T. AMESTOSO
Unit Head

Conforme:

JULIE BEE M. AGUINALDO Ratee

Malec

cc: ODA-HRD