


SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: RUBEN O. BALOTOL, JR.

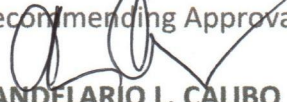
Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Faculty (30%)	30%	5.00	1.50
b. Students (70%)	70%	3.80	2.66
TOTAL for Instruction	90%		3.74
2. Research	2.5%	5.00	0.13
3. Extension	2.5%	5.00	0.13
4. Production	2.5%	5.00	0.13
5. Administration/Other Services	2.5%	5.00	0.13
TOTAL			4.244

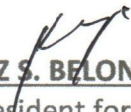
EQUIVALENT NUMERICAL RATING: 4.244  
Add: Additional Points, if any:  
TOTAL NUMERICAL RATING: 4.244

ADJECTIVAL RATING: VERY SATISFACTORY

Prepared by:  
  
RUBEN O. BALOTOL, JR.  
Name of Faculty

Reviewed by:  
  
GUIRALDO 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, RUBEN O. BALOTOL JR, 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 **JANUARY-JUNE 2019**

  
RUBEN O. BALOTOL JR  
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 <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
MFO1	Higher Education	Full Time Equivalent	Teaching	Teaches Social Science subjects	18.00	32.90	5	5	5	5.00	Understanding the Self
		Number of Instructional Materials Developed/Revised and Utilized									
		* Revised IMs within the last 3 years	Author/Compiler	Revises course syllabi in Phlo 11, ScSc 11n	1	2	5	5	5	5	Ethics and Understanding the Self
		* Powerpoint presentations prepared	Author/Compiler								
		Student Advising and Consultation Services									
		* Number of organizations advised									
		* Number of hrs per week spent on student consultation	Consultation		3	3	5	5	5	5	three hours per day
				<b>SUB-TOTAL</b>						<b>5.00</b>	
MF02	Research	Number of research conducted	Research	Co-Component Leader	1	1	5	5	5	5.00	
		Number of Outputs Presented in Regional/National/International For a/Conferences		Paper Presenter	1	1	5	5	5	5.00	Social Ethics Society (National Conferences)
		Number of papers published in other peer-reviewed publications (proceedings, books, monographs, etc.)		Author	1	4	5	5	5	5.00	1 article in peer reviewed journal and 3 Textbook
MF04	Extension	Number of trainings/seminars attended	Training	Resource Person	1	1	5	5	5	5.00	
				Participant	1	1	5	5	5	5.00	
				<b>SUB-TOTAL</b>							
MF04	Support to Students/ Production	Number of quizzes prepared and checked									
		Number of midterm and final exams prepared and checked.		Phlo 11, ScSc 11n	4	4	5	5	5	5.00	
		Number of oral recitations graded/evaluated		Phlo 11, ScSc 11n	4	4	5	5	5	5.00	
		Number of midterm and final gradesheets submitted		Phlo 11, ScSc 11n	2		5	5	5	5.00	
				<b>SUB-TOTAL</b>							



MF05	General Admin & Support Services	Number of participation on the events/program in the dept, college, univ. and other offices		Participant	1						
		Number of committees served		Member & Chair	1	3	5	5	5	5.00	Social Science Curriculum Committee (member), Tree Planting Coordinator and Cleanliness, Beautification, Maintenance and Physical Facilities (member).
		Number of meetings attended	Meetings		2	2	5	5		5.00	
				<b>SUB-TOTAL</b>							

Average Rating (Total Over-all rating divided by number of entries)		5.00
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		5.00
ADJECTIVAL RATING		Outstanding

Evaluated & Rated by:

**GUIRALDO C. FERNANDEZ, JR.**

Department Head

Date: \_\_\_\_\_

Recommending Approval:

**CANDELARIO L. CALIBO**

College Dean

Date: \_\_\_\_\_

Approved:

**BEATRIZ S. BELONIAS**

Vice-President for Instruction

Date: \_\_\_\_\_

**Comments & Recommendations for Development Purpose:**Mr. Balotol serves the department well doing what is expected of him as a faculty member of DLABS. Yet, he should always keep in his mind that there is always room for improvement.

## PERFORMANCE MONITORING FORM

Name of Employee: Ruben O. Balotol Jr

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 three (3) courses subjects (Phlo 11, ScSc 16n IPHP)	Attendance sheets of the assigned classes, grade sheet per courses taught, and good result of student performance evaluation	January 2019	June 2019	June 2019	Impressive	Outstanding	Improve performance with respect to students' comments on TPES.
2	Assist students' concerns through students consultation	Improved student performance	January 2019	June 2019	June 2019	Impressive	Outstanding	Provide more interventions for the improvement of students
3	Prepares course syllabi updates	Approved course syllabi in Phlo 11 and SsSc 11n	January 2019	February 2019	February 2019	Impressive	Outstanding	Follow OBE format as prescribed
4	Submission of midterm grades and final grades	Grades submitted to registrar	March and May 2019	March and May 2019	March and May 2019	Impressive	Outstanding	
5	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	January 2019	June 2019	June 2019	Impressive	Outstanding	Participates actively in all activities
6	Paper presentations in various conferences	Certificate of appearance, certificate of attendance and certificate of recognition	January 2019	March 2019	March 2019	Very Impressive	Outstanding	Attended and paper presenter during the 8 <sup>th</sup> Social Ethics Society

\* 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: Ruben O. Balotol Jr

Performance Rating: Outstanding

Aim: **To pursue graduate studies for the degree Master of Arts in Philosophy, engage in research, publication or extension projects and improve teaching strategies**

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

Date: **August 1, 2019**

Target Date: **One year from today**

First Step:

- a) Encouraged him to enroll in the University of San Jose-Recoletos MA Philosophy Program.
- b) Required him to be involved on research or extension projects which the Department has started to work on.

Result:

**He is currently writing his MA Thesis which will be finished by the end of January, 2020.**

Date: **August 1, 2019**

Target Date: **July 2020**

Next Step:

**He was advised to finish his Master's Thesis by the end of July 2020. And employ more teaching strategies based on the evaluation of the students.**

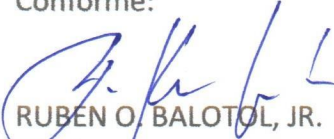
Outcome: NA

Final Step/Recommendation: NA

Prepared by:

  
GUIRALDO C. FERNANDEZ, JR.  
Department Head

Conforme:

  
RUBEN O. BALOTOL, JR.  
Employee