


SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS


Name of Faculty Member: ROSE P. CAPULLA


Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Faculty	30%	4.56	1.37
b. Students	70%	3.67	2.57
TOTAL for Instruction	90%		3.54
2. Research	2.5%	0.00	0.00
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			3.918


EQUIVALENT NUMERICAL RATING: 3.918  
Add: Additional Points, if any: \_\_\_\_\_  
TOTAL NUMERICAL RATING: 3.918

ADJECTIVAL RATING: VERY SATISFACTORY

Prepared by:  
  
ROSE P. CAPULLA  
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

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of Faculty Member		ROSE P. CAPULLA	
Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (3x2) (4)
1. Instruction			
a. Faculty	70%	4.38	1.37
b. Students	70%	3.67	3.27
TOTAL for Instruction	90%		3.54
2. Research	2.5%	0.00	0.00
3. Extension	2.5%	2.00	0.13
4. Production	2.5%	2.00	0.13
5. Administration/Other Services	2.5%	2.00	0.13
TOTAL			3.918

EQUIVALENT NUMERICAL RATING: 3.918  
Add: Additional Points, if any:  
TOTAL NUMERICAL RATING: 3.918

ADJECTIVAL RATING: VERY SATISFACTORY

Prepared by: <u>ROSE P. CAPULLA</u> Name of Faculty	Reviewed by: <u>GUARINO C. FERNANDEZ, JR.</u> Department Head
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Recommending Approval:

CANDELARIO L. CAUSO  
Dean, CAS

Approved by:

BEATRIZ S. BELONIAS  
Vice President for Instruction



Approved: GUILLERMO C. FERNANDEZ JR.

ALBERT J. ROSEN


501854

[illegible]

Average Rating (Total Over-all rating divided by 4)		4.90
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.90
ADJECTIVAL RATING		OUTSTANDING

**Comments & Recommendations for Development Purpose:**  
 Even if Mrs. Capula has a rating of very satisfactory, she could still greatly improve in the area of classroom teaching & also has to be part of research & extension activities.


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	
1. The student has a good understanding of the subject matter and is able to apply it in practical situations.	2. The student has a good understanding of the subject matter and is able to apply it in practical situations.
3. The student has a good understanding of the subject matter and is able to apply it in practical situations.	4. The student has a good understanding of the subject matter and is able to apply it in practical situations.
5. The student has a good understanding of the subject matter and is able to apply it in practical situations.	6. The student has a good understanding of the subject matter and is able to apply it in practical situations.
7. The student has a good understanding of the subject matter and is able to apply it in practical situations.	8. The student has a good understanding of the subject matter and is able to apply it in practical situations.
9. The student has a good understanding of the subject matter and is able to apply it in practical situations.	10. The student has a good understanding of the subject matter and is able to apply it in practical situations.

Average Rating (Total Over all rating divided by 4)	
Additional Points	
Approved Additional points (with copy of approval)	
FINAL RATING	
ADJECTIVAL RATING	
OUTSTANDING	4.00

Approved: \_\_\_\_\_  
 DEATRIS BELLOWS  
 Vice-President for Instruction  
 Date: \_\_\_\_\_

Recommending Approval: \_\_\_\_\_  
 CANDILARIO L. CALIBO  
 College Dean  
 Date: \_\_\_\_\_

Evaluated & Rated by: \_\_\_\_\_  
 GUINALDO C. FERNANDEZ, JR.  
 Department Head  
 Date: \_\_\_\_\_

## PERFORMANCE MONITORING FORM

Name of Employee: **Rose Pascual-Capulla**

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 two (2) courses subjects ( SoSc15 and Filipino)	Attendance sheets of the assigned classes, grade sheet per courses taught, and good result of student performance evaluation	January 2018	July 2018	July 2018	Impressive	Outstanding	Improve performance with respect to students' comments on TPES.
2	Assist students' concerns through students consultation	Improved student performance	January 2018	July 2018	July 2018	Impressive	Outstanding	Provide more interventions for the improvement of students
3	Prepares course syllabi updates	Approved course syllabi in SocSc15 and Filipino	January 2018	February 2018	February 2018	Impressive	Outstanding	Follow OBE format as prescribed
4	Submission of midterm grades and final grades	Grades submitted to registrar	January 2018	July 2018	July 2018	Impressive	Outstanding	
5	Conduct research	Progress report	January 1, 2018	July 30, 2018		Impressive	Outstanding	On-going
6	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	January 2018	January 2018	April 2018	Impressive	Outstanding	Participates actively in all activities
7	Perform other functions assign by the Dean, and the university		January 2018	May 2018	May 2018	Impressive	Outstanding	
8	Paper presentations in various conferences	Certificate of appearance, certificate of attendance and certificate of recognition	January 2018	July 2018	July 2018	Impressive	Outstanding	Presented Paper in an International Conference
9	Conduct trainings	Certificate of recognition, written report	January 2018	July 2018	July 2018	Very Impressive	Outstanding	Follow CHED's requirement for the New GE Courses as prescribed

\* Either very impressive, impressive, needs improvement, poor, very poor

\*\* Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

**GUIRALDO C. FERNANDEZ, JR.**  
Department Head

\*\* Outstanding: very satisfactory; exceptionally; surpassingly; best  
 \* Either very impressive; impressively; good; improvement; good; very good

No. Task	Task Description	Expected Output	Assigned Date	Completed Date to Expected	Completed Actual Date	Quality of Output	Overall Assessment	Remarks
1	Conduct trainings conferences	Certificate of recognition, written report attendance and certificate of recognition	2018 January	July 2018	July 2018	impressive	Outstanding	described CE Courses as requirement for the New Follow CHERP
2	Paper presentations in various	Certificate of appearance, certificate of	2018 January	July 2018	July 2018	impressive	Outstanding	International Conference Presented Paper in
3	the Dean and the university		2018 January	July 2018	July 2018	impressive	Outstanding	
4	Perform other functions assigned by college and the university		2018 January	July 2018	July 2018	impressive	Outstanding	
5	conducted by the department		2018 January	July 2018	July 2018	impressive	Outstanding	
6	Participate in all activities	Attendance, certificates if applicable	2018 January	July 2018	July 2018	impressive	Outstanding	all activities Participated actively in
7	Conduct research	Progress report	2018 January	July 2018	July 2018	impressive	Outstanding	On-going
8	and final grades		2018 January	July 2018	July 2018	impressive	Outstanding	
9	Submission of midterm grades	Grades submitted to registrar	2018 January	July 2018	July 2018	impressive	Outstanding	
10	Prepares course syllabi updates	Approved course syllabi in 2000012 and Filipino	2018 January	July 2018	July 2018	impressive	Outstanding	described Follow CBE format as improvement of students interventions for the
11	students consultation	Improved student performance	2018 January	July 2018	July 2018	impressive	Outstanding	provide more comments on TFE3
12	Assist students' concerns through	student performance evaluation	2018 January	July 2018	July 2018	impressive	Outstanding	with respect to students improve performance
13	( 2000012 and Filipino)	After per courses taught, and good result of	2018 January	July 2018	July 2018	impressive	Outstanding	
14	Teaches two (2) courses and updates	Attendance sheets of the assigned classes, Grade	2018 January	July 2018	July 2018	impressive	Outstanding	

Name of Employee: Rose Pascual-Cabrera

DEPARTMENT OF ENVIRONMENTAL SCIENCE

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**EMPLOYEE DEVELOPMENT PLAN**

Name of Employee: ROSE P. CAPULLA

Performance Rating: Outstanding

Aim: To continue her graduate study by 2018 and improve teaching effectiveness.

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

Date: January 2018

Target Date: September 2018

First Step:

- a) Encouraged her to pursue graduate study based on approved Staffing Pattern of DLABS in a reputable institution preferably abroad.
- b) Advised her to clearly inform students of his class policies which may be repeated in the next class session during the first week of semester e.g., arranged schedule, tardiness, absences etc.
- c) Advised her to simplify her discussions in order for the students with different levels of intellectual abilities to comprehend

Result:

She has informed to pursue a doctoral degree.

Date: September 2021

Target Date: End of second semester

Next Step:

She has to graduate from her doctoral degree.

Outcome: NA

Final Step/Recommendation: NA

Prepared by:

  
GUIRALDO C. FERNANDEZ, JR.  
Department Head

Conforme:

  
ROSER P. CAPULLA  
Name of Ratee/Faculty/Staff

Name of Ratee/Faculty/Staff

ROSE P. CAPULLA

Conformer:

Department Head

GUINALDO O. FERNANDEZ, JR.

Prepared by:

Final Step/Recommendation: NA

Outcome: NA

Next Step:

Date: September 2021

Target Date: End of second semester

Result: She has informed to pursue a doctoral degree.

Result:

Intellectual abilities to comprehend

c) Advised her to simplify her discussions in order for the students with different levels of

etc.

d) Advised her to clearly inform students of his class policies which may be repeated in the next class session during the first week of semester (e.g., arranged schedule, tardiness, absences

reputable institution preferably abroad.

a) Encouraged her to pursue graduate study based on approved Staffing Pattern of DAHR in a

First Step:

Date: January 2018

Target Date: September 2018

Higher responsibilities:

Proposed interventions to improve Performance and/or Competence and Qualification to assume

Aim: To continue her graduate study by 2018 and improve teaching effectiveness.

Performance Rating: Outstanding

Name of Employee: ROSE P. CAPULLA

EMPLOYEE DEVELOPMENT PLAN

EXHIBIT I