

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

Name of Faculty Member: JULIE BEE M. AGUINALDO

July - December 2019

Program Involvement (1)	Percentage Weight of Involve-ment (2)		Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2 X 3)
1. Instruction				
a. Head/Dean (50%)		4.89	50%	2.44
b. Students (50%)		4.67	50%	2.33
Total for Instruction	80%			4.78
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	10%			4.83
4. Administration	10%			4.83
5. Production				
TOTAL	100%			4.79

EQUIVALENT NUMERICAL RATING:

0


Add: Additional Points, if any:

4.79

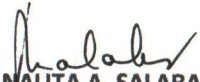
TOTAL NUMERICAL RATING:

ADJECTIVAL RATING:

Prepared by:

  
**JULIE BEE M. AGUINALDO**  
Name of Faculty

Reviewed by:

Outstanding  
  
**ANALITA A. SALABAO**  
Head, DBNM

Recommending Approval:

  
**ANALITA A. SALABAO**  
Dean/Director

Approved: **BEATRIZ S. BELONIAS**  
Vice President

## INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM (IPCR)

I, JULIE BEE M. AGUINALDO, Instructor of the Department of Business and Management commits to deliver and agree to be ok  
 rated on the attainment of the following targets in accordance with the indicated measures for the period July 2019 - December 2019

**JULIE BEE M. AGUINALDO**

Ratee

Approved:

**ANALITA A. SALABAO**

Head, DBM

[illegible]



	International								
	National								
	Local/Regional								
	<b>Awards/Honors received by students/faculty:</b>								
	Awards received by students								
	Number of awards received by faculty								
	Number of Professorial Chair awardee								
	Number of Scholarships availed								
<b>Advanced education</b>									
	<b>Number of Graduates within prescribed period:</b>								
	Masters								
	Diploma								
	<b>IMs Developed/Revised and Utilized</b>								
	Revised IM's within the last 3 years				2	5	4	5	4.67
	<b>Number of Student Research Advising</b>								
	Approved special problem manuscript								
	Approved research outline								
	<b>Student Advising and Consult Services:</b>								
	Number of student organizations advised								
	Number of student-related activities assisted								
<b>Research Services</b>	<b>journals/internationally indexed journals:</b>								
	In Ref Interntl Journals								
	In Ref Natl Journals								
	In Institutional Journals								
	International								
	<b>Number of papers published in other peer-reviewed publications (proceedings, monographs, etc.)</b>								
	<b>Regional/National/International Fora /Conferences:</b>								
	In International								
	In National								
	In Regional								
	In Local								
	<b>Percentage of Research Projects Conducted and Completed on Schedule</b>								

	Number of scientific <i>fora</i> coordinated/facilitated								
	Number of linkages forged:								
	International								
	National								
	Regional								
Extn Services	Number of person-days trained	Trainor			20	5	5	5	5.00
	Number of trainings conducted	RP			1	5	5	5	5.00
	Number of beneficiaries served:								
	Groups/ Institutions	RP			4	5	5	4	4.67
	Individuals	RP							
	Awards recv (inter, natl, local):								
	Individual								
	Unit (Center, College, Department)								
	Technical/ Expert services								
	Consultancy	Consultant							
	Commodity teams								
	RDE reviewer/ panelist								
	Resource person	Resource person							
Seminars/symposium/ conference attended	International								
	National								
	Local/Regional	Participant	1	200%	2	5	5	4	4.67
Admin Support Services	Number of department meeting attended		4	175%	7	5	5	5	5.00
	Membership in University committees	Member							
	Membership in College committees	Member							
	Membership in the Department committees	Member	1	200%	2	5	4	5	4.67
Department Head	Number of department meetings presided								
	Number of execom meetings attended								
	Number of UAC mtgs attended								
	Membership in university committees								
	Prompt submission of required documents								
	Annual Report								
	Procurement Plan								



	Staff Development Plan									
	Number of Faculty Mentored									
	Number of department activities supervised									
	Number of faculty members for study leave									
<b>Total Over-all Rating</b>									58.33	

Average Rating (Total overall rating divided by 4)		4.86
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		0.00
ADJECTIVIAL RATING		

Comments & Recommendations  
for Development Purpose:  
*Teachable young instructor/researcher. Must involve more in  
involve more in research.*

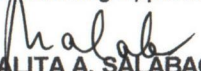
Evaluated & Rated by:

  
ANALITA A. SALABAO  
Dept/Unit Head

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


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

Recommending Approval:

  
ANALITA A. SALABAO  
Dean

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

Approved by:

  
BEATRIZ S. BELONIAS  
Vice President

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

PERFORMANCE MONITORING & COACHING JOURNAL

	1st	Q U A R T E R
	2nd	
	3rd	
	4th	

Name of Office: Dept. of Business and Management

Head of Office: Analita A. Salabao

Number of Personnel: JULIE BEE M. AGUINALDO

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
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	How possible 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:

  
**ANALITA A.SALABAO**  
Immediate Supervisor

Noted by:

  
**ANALITA A.SALABAO**  
Dean, CME

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Julie Bee M. Aguinaldo

Performance Rating: July – December 2019

**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: July, 2019

Target Date: December, 2018

**First Step:**

Attend trainings/workshops related to strategic teaching methods

**Result:**

Attended in related trainings/workshops

Date:

Target Date:

**Next Step:**

Share knowledge to students obtained from the seminar.


**Outcome:**

Applied the strategy learned from the seminar to Agribusiness students.

**Final Step/Recommendation:**

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

Prepared by:

  
ANALITA A. SALABAO  
Unit Head

Conforme:

  
JULIE BEE M. AGUINALDO  
Ratee

cc: ODA-HRD