SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **SHALOM GRACE C. SUGANO**

Program Involvement (1)		Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1.	Instruction			
	a. Head (50%) from IPCR	100.00	4.16	4.16
	b. Student (50%) from Teaching Performance Eval'n. By-Students	0.00	0.00	0.00
	Total for Instruction	75%	2.08	4.16
2.	Administration and Support Services	25%	5.00	1.25
	TOTAL	100%	**TOTAL EQUIVALENT NUMERICAL RATING**	4.37

EQUIVALENT NUMERICAL RATING: 4.37

Add: Additional Points, if any: -

TOTAL NUMERICAL RATING: **4.37**

ADJECTIVAL RATING: **Outstanding**

Prepared by:

SHALOM GRACE C. SUGANO
Name of Faculty

Reviewed by:

BAYRON S. BARREDO
Dean, College of Education

Recommending Approval:

BAYRON S. BARREDO
Dean/Director

Approved:

BEATRIZ S. BELONIAS
Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **SHALOM GRACE C. SUGANO**, a faculty member of the **VSU INTEGRATED HIGH SCHOOL** commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **July to December 2020**.

Approved:

SHALOM GRACE C. SUGANO
Instructor
Date: December 18, 2020

BAYRON S. BARREDO
College Dean
Date:

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Eficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	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							
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							

PI 9: Number of instructional materials developed *	*A5 . 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							
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
	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							
UMFO 2. HIGHER EDUCATION SERVICES									
OVPI UMFO 3. Higher Education Management Services									
PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	18	28	5	5	5	5.00	Gen Chem I, Practical Research II

		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	5	0	3	3	3	3.00	Gen Chem I, Practical Research II
		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	0	0	3	3	3	3.00	
		A12. Number of trainings attended related to instruction	Attend mandated trainings	0	3	5	5	5	5.00	Table of Specification, ISO Awareness Seminar, Moodle Training
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	2	5	5	5	5.00	Gen Chem II, Practical Research II
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	4	28	5	5	5	5.00	Gen Chem II, Practical Research II
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	0	0	0	0	0	0.00	
PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviserto students								
	A17. Number of students advised on thesis/ field practice/special problem:									
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript								
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript								
	A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	2	70	5	5	5	5.00	Grade 12 (STEM A and B)
PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advises student organizations recognized by USOO	0	0	3	3	3	3.00	

		A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	0	4	5	5	5	5.00	Commencement Exercise 2020, Promotional Exercises 2020, Distribtution of Modules, Entrance Exam 2020
PI 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	3	4	5	5	4	4.67	Gen Chem I (Volume I and II), Practical Research (Volume I and II)
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	4	5	5	5	5.00	Gen Chem I (Volume I and II), Practical Research (Volume I and II)
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	12	5	5	5	5.00	Powerpoint Presentations, Video Presentations
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	56	5	5	5	5.00	Gen Chem I (Volume I and II), Practical Research (Volume I and II) - Learning Tasks and Learning Checks
		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	1	0	3	3	3	3.00	

	PI	Activity	Description							Remarks
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1		4	5	5	5	5.00	Gen Chem I (STEM A & B), Practical Research II (STEM A & B)
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	0		1	5	5	5	5.00	Learning Continuity Plan
UMFO 3 . RESEARCH SERVICES										
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A27. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	Conducts research for possible utilization by industry or other beneficiaries	0						
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research oroject within the year	0						
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication	1		0	3	3	3	3.00	
		In refereed int'l journals		1						
		In refereed nat'l/regional journals		0						
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scienfic for a/conferences	0						
		In int'l fora/conferences		0						
		In nat'l/regional fora/conferences		0						

	PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	0							
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or		0							
		A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer	Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper	0							
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output	0							
		A 35.Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	0							
UMFO 4. EXTENSION SERVICES											

PI	A	Competency							
PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained	Identifies and links with probable partners for extension activities and maintains this active partnership							
PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implementes duly approved extension projects							
PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	A 39. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	Provides quality and relevant training courses and advisory services							
PI 5. Number of technical/expert services	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries	1	0		3	3	3	3.00
Research Mentoring	Research Mentor		1	0		3	3	3	3.00
Peer reviewers/Panelists	Peer reviewers/Panelists		0						
Resource Persons	Resource Persons		0						
Convenor/Organizer	Convenor/Organizer		0						

	Consultancy	Consultant		0						
	Evaluator	Evaluator		0						
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	0						
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *		0						
		A 43.Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	0						

UMFO 5. SUPPORT TO OPERATIONS

OVPI MFO 4. Program and Institutional 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	0	zero non-conformity					
		A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	75%	100% compliant	5	5	5	5.00	
		On program accreditations								
		On institutional accreditations								

UMFO 6. General Admin. & Support Services

	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	0	Zero % complaint	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	0							
	A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal	0	1	5	5	5	5.00	Learning Continuity Plan (School Operations)	
Total Over-all Rating								95.67	Comments & Recommendation for Development Purpose:	
Average Rating								4.16		
Adjectival Rating							**VERY SATISFACTORY**		

Evaluated & Rated by:

SHALOM GRACE C. SUGANO
Department Head
Date: 1/26/2021

Recommending Approval

BAYRON S. BARREDO
Dean, College of Education
Date:

Approved by:

BEATRIZ S. BELONIAS
Vice President for Instruction
Date: 1/27/21

Always on time in terms of submission. Needs to check to review documents before affixing signature or submission.