

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

Name of Faculty Member: DANIEL D. SUMABAT

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)	50%	5x0.50=2.5	
Students (50%)	50%	3.86x0.50=1.93	
Total for Instruction	100%		4.43
Research			
Client/Dir. for Research (50%)			
Dept. Head/Center Director (50%)			
Total for Research			
Extension			
Client/Dir. for Extension (50%)			
Dept Head/Center Director (50%)			
Total for Extension			
Administration			
Production			
TOTAL	100%		4.43

EQUIVALENT NUMERICAL RATING:

4.43

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.43

ADJECTIVAL RATING:

Very Satisfactory

Prepared by:

  
DANIEL D. SUMABAT

Name of Faculty

Reviewed by:

  
RANDY G. OMEGA

Department Head

Recommending Approval:

  
LILIAN B. NUÑEZ

Dean/Director

Approved:

  
ROTACIO S. GRAVOSO

Vice President





	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	Handles and teaches courses assigned	40	68.05	5	5	5	5.00	
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	10	13	5	5	5	5.00	
		<b>A11.</b> 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	5	12	5	5	5	5.00	
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	2	3	5	5	5	5.00	
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	10	13	5	5	5	5.00	
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	20	20	5	5	5	5.00	
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	5	5	5	5	5	5.00	
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic adviser to students	30	74	5	5	5	5.00	
		<b>A17.</b> Number of students advised on thesis/field practice/special problem:	Acts as thesis adviser to students	10	15	5	5	5	5.00	
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	10	12	5	5	5	5.00	
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript							
		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	30	50	5	5	5	5.00	
	<b>PI 9:</b> Number of student organizations advised / assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USOC	1	1	5	5	5	5.00	
		<b>A20.</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	4	5	5	5	5.00	
	<b>PI 10:</b> Number of instructional materials developed *	<b>A21:</b> Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	3	7	5	5	5	5.00	
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	3	4	5	5	5	5.00	
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10	16	5	5	5	5.00	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	8	8	5	5	5	5.00	
		<b>A23:</b> 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							
		<b>A24:</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	2	7	5	5	5	5.00	



	<b>PI 11.</b> Additional outputs	<b>A 25.</b> 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	1	1	5	5	5	5.00	
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms for industry practice.							
<b>UMFC 3 . RESEARCH SERVICES</b>										
	<b>PI 1.</b> Number of research outputs in	<b>A27.</b> Number of research outputs in the last	Conducts research for possible utilization							
	<b>PI 2.</b> Number of research outputs	<b>A 28.</b> Number of research outputs completed	Conducts and completes research project							
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred	<b>A 29.</b> Percentage of research outputs published in internationally-referred or CHED	Writes publishable materials out of research outputs and submits for							
		In refereed int'l journals								
		In refereed nat'l/regional journals								
	<b>PI 4.</b> Number of research outputs presented in regional/national/int'l	<b>A 30.</b> Number of research outputs presented in	Prepares, submits and presents research							
		In int'l fora/conferences								
		In nat'l/regional fora/conferences								
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)								
		<b>A 33.</b> Number of journal articles/scientific paper received and reviewed as peer-reviewer	Acts as peer reviewer of journal articles/scientific papers, reviews the							
		<b>A 34.</b> Number of UMs submitted to IT30, VSU	Prepares and submits application for UM of							
<b>UMFC 4. EXTENSION SERVICES</b>										
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs	<b>A 36.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and	Identifies and links with probable partners for extension activities and maintains this							
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the goals	<b>A 38.</b> Number of extension programs/projects implemented	Implements duly approved extension projects							
	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> 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							
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	Research Mentoring	Research Mentor								
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant								
	Evaluator	Evaluator								
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							



PI 11. Additional outputs *		A 42. No. of extension-related cards (extrn. conducted by faculty or student & faculty) *																	
<b>UMFC 5. SUPPORT TO OPERATIONS</b>																			
<b>OVPI MFO 1. Faculty Development Services</b>																			
PI 1: Number of faculty pursuing advanced research degree programs		A 44: Number of faculty pursuing advanced research degree programs (PhD) facilitated																	
<b>OVPI MFO 2. Faculty Recruitment/Hiring Services</b>																			
PI 2: Number of faculty		A 45: Number of faculty recruited/hired based																	
<b>OVPI MFO 3. Faculty Evaluation Services</b>																			
PI 3: Number of seminars/trainings/conventions/workshops coordinated		A 46: Number of seminars/trainings/conventions/workshops coordinated for entire																	
PI 4: Number of seminars/trainings/		A 47: Number of seminars/trainings/conventions/workshops coordinated outside of																	
PI 5: Percentage of faculty rated		A 48: Percentage of faculty rated by students																	
PI 6: Number of in-house		A 49: Number of in-house seminars/trainings/																	
PI 7: Additional outputs *																			
Number of faculty/staff		A 50: Number of faculty/staff awards/honors																	
<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>																			
PI 8: Compliance to all requirements thru the established/adequate implementation,		A 51: Compliance to all requirements thru the established/adequate implementation																	
<b>UMFC 6. General Admin. &amp; Support Services (GASS)</b>																			
PI 2: Zero percent complaint from clients served		A 52: Customerly friendly frontline services		Provides customer friendly frontline services to clients	Zero % complaint	Zero% complaint													
PI 3: Additional Outputs		A 53: Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other		Initiates/introduces improvements in performing functions resulting to best practice															
Total Over-all Rating		95.00																	
Average Rating		5																	
Adjectival Rating		Outstanding																	Attend more advanced seminar on research and extension related topics.

Evaluated & Rated by:

**RANDY G. OMEGA**

Head, DTHM

Date:

Recommending Approval

**LILIAN B. NUÑEZ**

Dean, College of Management and Economics

Date:

Approved by:

**ROTACIO S. GRAVOSO**

Vice President for Academic Affairs

Date:

## PERFORMANCE MONITORING AND COACHING JOURNAL

✓	1 <sup>st</sup>	Q U A R T E R
✓	2 <sup>nd</sup>	
✓	3 <sup>rd</sup>	
✓	4 <sup>th</sup>	

Name of Office : Department of Tourism and Hospitality Management  
 Head of Office : Randy G. Omega  
 Number of Personnel : 10 Permanent Faculty

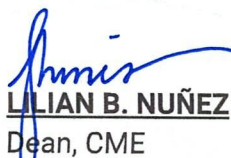
Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring					
Faculty Meeting		Minutes of Meeting	Dean's Memo/Head's Memo		Regular monthly meeting
Office & Class Attendance				Logbook; DTR's	DTHM Faculty & Staff (July-December 2024).
Attendance to university & college activities/programs/seminars/workshops			University memos & invitation sent via VSU email	Attendance, certificates	(July-December 2024).
Compliance of University Memos			University Memos	Compliance Report	
Leaves (SL, VL, CDO, etc.)				Application for Leave form	
Following-up documents	Utility worker/ Office Clerk			Scheduled	Daily
Travels		Updates during meetings		Travel Orders, Pass Slips, FM-VPA-03	
Coaching					
Classroom Management & Teaching Methods	Faculty Consultation			Classroom Observation (Forms and logbooks)	(July-December 2024).

Note: Please indicate the date in the appropriate box when the monitoring was conducted

Conducted by:

  
**RANDY G. OMEGA**  
 Immediate Supervisor

Noted by:

  
**LILIAN B. NUÑEZ**  
 Dean, CME



**ROTACIO S. GRAVOSO**  
 Vice President for Academic Affairs



## TRACKING TOOL FOR MONITORING TARGETS

Major Final Output/Performance Indicator	TASK	ASSIGNED TO	DURATION	TASK STATUS						REMARKS
				JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	
<b>MFO 1. Advanced &amp; Higher Education Services</b>	Teaching									
<b>PI 1. Instruction</b>	Instructional Materials Developed/Revised & Utilized	<i>CMPBALAGA</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	THty 101, TMgt 123, TMgt 120
		<i>ATCabral</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	HMgt 147, HMgt 150
		<i>MBJLCASTIL</i>	July-December 2024	Submits Course Syllabi	Prepares lecture materials	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	THty 110, HMgt 135, HMgt141
		<i>MBESCUADRA</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	HMgt125, THty105
		<i>MCLao</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	THty103, HMgt131
		<i>MJFManadong</i>	July-December 2024	Submits Course Syllabi	Develops lecture guide	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	TMgt 125, THty21
		<i>RGOmega</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	THty101, TMgt127, TMgt133
		<i>HMEQuimbo</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	ABMg101, HMgt 125, HMgt 127
		<i>DDSUMABAT</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	THty110, TMgt131, TMgt142
		<i>KKOVILLARUBIA</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	HMgt121, HMgt 137
	Reviewed/Approves Thesis/Field	<i>CMPBALAGA</i>	July-December 2024				Review Outlines	Review Outlines and Manuscript	Review Outlines and Manuscript	

Practice Manuscripts/ Lab Exercises	ATC <i>abral</i>	July-December 2024				Review Outlines	Review Outlines and Manuscript	Review Outlines and Manuscript	
	MBJL <i>CASTIL</i>	July-December 2024				Review Outlines	Review Outlines	Review Outlines	
	MBE <i>ESCUADRA</i>	July-December 2024				Review Outlines	Review Outlines	Review Outlines	
	MCL <i>do</i>	July-December 2024				Review Outlines	Review Outlines	Review Outlines	
	MJF <i>Manadong</i>	July-December 2024				Review Outlines	Review Outlines and Manuscript	Review Outlines and Manuscript	
	RGO <i>rraga</i>	July-December 2024				Review Outlines	Review Outlines and Manuscript	Review Outlines and Manuscript	
	HME <i>Quimbo</i>	July-December 2024				Review Outlines	Review Outlines	Review Thesis Manuscripts	
	DDS <i>UMABAT</i>	July-December 2024				Review Outlines	Review Outlines	Review Thesis Manuscripts	
	KKO <i>VILLARUBIA</i>	July-December 2024				Review Outlines	Review Outlines	Review Thesis Manuscripts	
Spent Hours For Students Consultations	CMP <i>BALAGA</i>	July-December 2024	1-4 W	1-4 W	1-4 W	1-4 W	1-4 W	1-4 W	All students that asks for consultation
	ATC <i>abral</i>	July-December 2024	1-5M <sup>TH</sup> 8-12 W	1-5M <sup>TH</sup> 8-12 W	1-5M <sup>TH</sup> 8-12 W	1-5M <sup>TH</sup> 8-12 W	1-5M <sup>TH</sup> 8-12 W	1-5M <sup>TH</sup> 8-12 W	All students that asks for consultation
	MBJL <i>CASTIL</i>	July-December 2024	1-2:30 M <sup>TH</sup> 9:30-11:30 TF	1-2:30 M <sup>TH</sup> 9:30-11:30 TF	1-2:30 M <sup>TH</sup> 9:30-11:30 TF	1-2:30 M <sup>TH</sup> 9:30-11:30 TF	1-2:30 M <sup>TH</sup> 9:30-11:30 TF	1-2:30 M <sup>TH</sup> 9:30-11:30 TF	All students that asks for consultation
	MBE <i>ESCUADRA</i>	July-December 2024	8-10, 1-4 M <sup>TH</sup>	8-10, 1-4 M <sup>TH</sup>	8-10, 1-4 M <sup>TH</sup>	8-10, 1-4 M <sup>TH</sup>	8-10, 1-4 M <sup>TH</sup>	8-10, 1-4 M <sup>TH</sup>	All students that asks for consultation
	MCL <i>do</i>	July-December 2024	3-5 M <sup>TH</sup> 4-5 TW	3-5 M <sup>TH</sup> 4-5 TW	3-5 M <sup>TH</sup> 4-5 TW	3-5 M <sup>TH</sup> 4-5 TW	3-5 M <sup>TH</sup> 4-5 TW	3-5 M <sup>TH</sup> 4-5 TW	All students that asks for consultation
	MJF <i>Manadong</i>	July-December 2024	2-4:30 MT <sup>TH</sup> F	2-4:30 MT <sup>TH</sup> F	2-4:30 MT <sup>TH</sup> F	2-4:30 MT <sup>TH</sup> F	2-4:30 MT <sup>TH</sup> F	2-4:30 MT <sup>TH</sup> F	All students that asks for consultation
	RGO <i>rraga</i>	July-December 2024	3-5 M <sup>TH</sup> 8-9 TWF	3-5 M <sup>TH</sup> 8-9 TWF	3-5 M <sup>TH</sup> 8-9 TWF	3-5 M <sup>TH</sup> 8-9 TWF	3-5 M <sup>TH</sup> 8-9 TWF	3-5 M <sup>TH</sup> 8-9 TWF	All students that asks for consultation
	HME <i>Quimbo</i>	July-December 2024	8-10 MF 2-3 T <sup>TH</sup>	8-10 MF 2-3 T <sup>TH</sup>	8-10 MF 2-3 T <sup>TH</sup>	8-10 MF 2-3 T <sup>TH</sup>	8-10 MF 2-3 T <sup>TH</sup>	8-10 MF 2-3 T <sup>TH</sup>	All students that asks for consultation
	DDS <i>UMABAT</i>	July-December 2024	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	All students that asks for consultation




		<i>KKOVILLARUBIA</i>	July-December 2024	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	All students that asks for consultation
Gives Assignments, Quizzes, Exams, Etc.		<i>CMPBALAGA</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Tuesdays, Thursdays, Fridays
		<i>ATCabral</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Tuesdays, Thursdays
		<i>MBJLCASIL</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Wednesdays, Fridays
		<i>MBESCUADRA</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Tuesdays
		<i>MCLao</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Wednesdays, Fridays
		<i>MJFManadong</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Wednesdays, Fridays
		<i>RGOmega</i>	July-December 2024							
		<i>HMEQuimbo</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Wednesdays, Fridays, Tuesdays
		<i>DDSUMABAT</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Wednesdays, Fridays, Tuesdays
		<i>KKOVILLARUBIA</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Wednesdays, Fridays, Tuesdays
Submits Grade Sheets		<i>CMPBALAGA</i>	July-December 2024						Final Grades	THty 101, TMgt 123, TMgt 120
		<i>ATCabral</i>	July-December 2024						Final Grades	HMgt 147, HMgt 150
		<i>MBJLCASIL</i>	July-December 2024						Final Grades	THty 110, HMgt 135, HMgt 141
		<i>MBESCUADRA</i>	July-December 2024						Final Grades	HMgt 125, THty 105
		<i>MCLao</i>	July-December 2024						Final Grades	THty 103, HMgt 131
		<i>MJFManadong</i>	July-December 2024						Final Grades	TMgt 125, THty 21

[illegible]



	and workshops									
		RGOMEGA	July-December 2024					Love The Philippines Brand Guidelines Stakeholder Rollout		Participants and Resource Persons
<b>MFO 4. Administration Services</b>	Signs appointments, requests, certificates, and etc.	CMPBALAGA, ALCatral, MBJLCASTIL, n, MBEscuadra, MCLa, MJFManadong, RGOr.ega, HMEC, uimbo, DDSunabat	July-December 2024	manuscript outline, transmittal, approval sheet, routing slip		registration forms for enrollment as course adviser				manuscript outline, transmittal, approval sheet, routing slip
		RGOmega	July-December 2024	As Head	As Head	As Head	As Head	As Head	As Head	Reimbursement, Replenishment, Payment Vouchers & PR & PPMP job order Contracts, bills
	Attends meetings.	All DTHM Faculty	July-December 2024	All DTHM Faculty	All DTHM Faculty	All DTHM Faculty	All DTHM Faculty	All DTHM Faculty	All DTHM Faculty	Departments, College, and University Meetings
	Prepares minutes of meetings.	KKOVILLARUBIA	July-December 2024	Once	Once	Once	Once	Once	Once	As Department Secretary
	Reviews communications, letters, requests and appointments	RGomega	July-December 2024	Daily	Daily	Daily	Daily	Daily	Daily	Except When On Official Business/Seminars/Workshops
	Opens and closes classrooms, assists the dDRC in the releasing of documents.	SMLatras	July-December 2024	Daily	Daily	Daily	Daily	Daily	Daily	Clerk's table, DTHM Rooms and other infrastructures

Prepared by:

  
**RANDY G. OMEGA**  
Unit Head

## PERFORMANCE MONITORING FORM

Name of Employee: **DANIEL D. SUMABAT**

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 assigned subjects and performs other teaching related functions such as; prepares and revises teaching materials, prepares and gives examinations, checks test papers and returns to students one week after, submits grades sheets within the prescribed period, and makes herself available for student consultations during consultation hours.	Very Impressive	July 1, 2024	December 31, 2024	December 31, 2024	Very Impressive	Very Satisfactory	Submitted grades on time. Returned corrected manuscripts on time. Entertains the concerns of advisees during enrollment.
2	Attends training, seminars, and workshops.	Very Impressive	July 1, 2024	December 31, 2024	December 31, 2024	Impressive	Very Satisfactory	Encouraged to submit publications
3	Performs functions Chairman of BSTM	Very Impressive	July 1, 2024	December 31, 2024	December 31, 2024	Very Impressive	Outstanding	Organized schedules of the BSTM Faculty meeting
4	Performs other functions such as; Chairman of Curriculum and Uniform Committee	Very Impressive	July 1, 2024	December 31, 2024	December 31, 2024	Very Impressive	Outstanding	Able to multitask and maintain productivity

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

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

Prepared by:

  
**RANDY G. OMEGA**  
 Unit Head



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee : Daniel D. Sumabat  
Performance Rating : 4.43 (Very Satisfactory) July – December 2024

Aim: To develop skills related to research and extension project proposal writing and development

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

Date: July 2024

Target Date: September 2024

First Step:

To attend webinars or seminars related to research and extension proposal writing and development.

Result:

Increased knowledge on research and extension project proposal writing.

Date: October 2024

Target Date: December 2024

Next Step:

Apply the learnings and insights learned in preparing and conducting extension projects.

Outcome:

Confidence in preparing and implementing extension projects.

Final Step/Recommendation:

To attend more advanced seminars on research and extension related topics..

Prepared by:

  
**RANDY G. OMEGA**  
Unit Head

Conforme:

  
**DANIEL D. SUMABAT**  
Ratee



**TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATINGS  
BY DEPARTMENT**

**2<sup>nd</sup> Semester AY 2023-2024**

**Department: Dept. of Tourism and Hospitality Management**

**College: College of Management and Economics**

Faculty Name	Number of Classes	Numerical Rating	Percentile Rating	Descriptive Rating
Alexander L. Cabral	7	4.86	97.14%	Outstanding
Cle Marven P. Balaga	11	4.86	97.27%	Outstanding
Daniel D. Sumabat	7	3.86	77.14 %	Very Satisfactory
Hannah Mae E. Quimbo	4	4.00	80.00 %	Very Satisfactory
Jennifer C. Dumaguing	9	4.56	91.11%	Outstanding
Ma. Babette Jeds L. Castil	11	4.36	87.27%	Very Satisfactory
Magnolia C. Lao	13	3.69	73.85%	Very Satisfactory
Marjorie B. Escuadra	6	4.67	93.33%	Outstanding
Matthew Eman Angelo M. Estember	7	4.43	88.57%	Very Satisfactory
Mauren Joy F. Manadong	5	4.00	80.00%	Very Satisfactory
Randy G. Omega	3	5.00	100.00%	Outstanding
Pauline S. Caintic	2	4.50	90.00%	Outstanding
Ma. Louella C. Tambis	4	4.75	95.00%	Outstanding
<b>Department Mean</b>		<b>4.43</b>	<b>88.51 %</b>	<b>Very Satisfactory</b>

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

Legend:

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory(S)

3.50 – 4.49 Very Satisfactory(VS)

4.50 – 5.00 Outstanding(O)

Prepared by:

**VANESSA W. NAZAL**

TPES In-Charge

Date: 11-08-2024






Attested by:

  
**MA. RACHEL KIM L. AURE**

Director, Instruction and Evaluation

Date: 11-12-2024

Received by:

  
**RANDY G. OMEGA**

Name and Signature of Department Head

Date: 12/9/24

  
**LILIAN BANDOLA NUÑEZ**

Name and Signature of College Dean

Date: 12-9-24

Distribution of copies: IEO, College, Department