SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
Rating Period: JANUARY-JUNE 2023

Name of Faculty Member: **IANVIE NOREAN A. MIAGA**

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head (50%)		5.00 x 50% = 2.500	
b. Students (50%)		4.50 x 50% = 2.250	
TOTAL for Instruction	95%	4.75	4.513
2. Research			
a. Client/Director for Research			
b. Dept. Head/Center Director			
TOTAL for Research			
3. Extension			
a. Client/Director for Extension			
b. Dept. Head/Center Director			
TOTAL for Extension			
4. Production			
5. Administration/Other Services	5.0%	5.00 x 0.05 = 0.250	0.250
TOTAL	100%		4.763

EQUIVALENT NUMERICAL RATING: 4.763
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: **4.763**

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by:

IANVIE NOREAN A. MIAGA
Name of Faculty

Reviewed by:

MARIA VANESSA E. GABUNADA
Department Head

Recommending Approval:

MA. THERESA P. LORETO
Dean, CAS

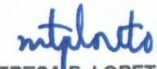Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, IANVIE NOREAN A. MIAGA, a faculty member of the <u>DEPARTMENT OF LIBERAL ARTS AND BEHAVIORAL SCIENCES,</u> commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period <u>JANUARY-DECEMBER 2023.</u>

Approved:

IANVIE NOREAN A. MIAGA
Instructor I
Date: 7/13/23

MA. VANESSA E. GABUNADA
Department Head
Date: 7-24-23

MA. THERESA P. LORETO
College Dean
Date: JUL 2 5 2023

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	Timelines s	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	N/A	N/A					
	PI 8: Number of graduate students advised *	**A2.** Number of students advised	Acts as academic adviser to graduate students	N/A	N/A					
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation	N/A	N/A					
		AS GAC Member	Advises and corrects research outline and	N/A	N/A					
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	N/A	N/A					
	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	N/A	N/A					

		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	N/A	N/A				
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	N/A	N/A				
		Assessment tools	Prepares assessment tools such as long exam, quizzes,	N/A	N/A				
		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	N/A	N/A				
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	N/A	N/A				
	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	N/A	N/A				

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	37.65	5	5	5	5.00
		A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	6	7	5	5	5	5.00
		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	1	3	5	5	5	5.00
		A12 . Number of trainings attended related to instruction	Attend mandated trainings	1	1	5	5	5	5.00
		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	4	5	5	5	5.00
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	2	3	5	5	5	5.00

				N/A	N/A					
		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	N/A	N/A					
PI 8: Number of students advised: *		**A16**. Number of students advised:	*Acts as academic adviserto students*	*N/A*	*N/A*					
		A17 . Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	N/A	N/A					
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	N/A	N/A					
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	15	16	5	5	5	5.00	
PI 9: Number of student organizations advised/ assisted *		*A19 . Number of Student organizations advised*	Advises student organizations recognized by USOO	N/A	N/A					
		***A20** . Number of Student organizations assisted on student related activities*	*Assists student organizations in implementing student related activities*	N/A	N/A					
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							
		On-line ready courseware	*Prepares Instructional module/laboratory guide/workbook or a combination thereof*	1	1	5	5	5	5.00	
		Supplemental learning resources	*Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught*	3	5	5	5	5	5.00	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	4	5	5	5	5.00	
		A 23 : Number of on-line course ware	Submits the course ware duly	1	1	5	5	5	5.00	

		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	1	5	5	5	5.00
	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	none	none				
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	N/A	N/A				
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	none	none				
						TOTAL			5.00

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	none	none				
	PI 2. Number of research outputs	A 28. Number of research outputs	Conducts and completes	none	none				
	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	none	none				
		In refereed int'l journals							
		In refereed nat'l/regional journals							
	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	none	none				
		In int'l fora/conferences							
		In nat'l/regional fora/conferences							
	PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and	Prepares research proposals,	none	none				
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or							

		A 33. Number of journal articles/scientific paper received and	Acts as peer reviewer of journal	none	none					
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output	N/A	N/A					
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	none	none					
					TOTAL			NONE		

UMFO 4. EXTENSION SERVICES

	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	N/A	N/A					
	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	N/A	N/A					
	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	N/A	N/A					
	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	N/A	N/A					
	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	N/A	N/A					
	Research Mentoring	Research Mentor		NONE	NONE					
	Peer reviewers/Panelists	Peer reviewers/Panelists		NONE	NONE					
	Resource Persons	Resource Persons		NONE	NONE					
	Convenor/Organizer	Convenor/Organizer		NONE	NONE					
	Consultancy	Consultant		NONE	NONE					
	Evaluator	Evaluator		NONE	NONE					
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project	NONE	NONE					
	PI 11. Additional outputs *	A 42. No. of extension-related awards		NONE	NONE					
		A 43. Other outputs implementing the	Designs extension related	NONE	NONE					

					TOTAL				NONE	

UMFO 5. SUPPORT TO OPERATIONS

OVPI MFO 4. Program and Institutional Accreditation Services

PI 8.Compliance to all requirements	A 44. Compliance to all requirements of	Ensures that all the QMS core	zero non-conformity	zero non-conformity						
	A 45. Compliance to all requirements of the program and institutional	Prepares required documents and complies all requirements	100% compliant	100% compliant						
	On program accreditations		N/A	N/A						
	On institutional accreditations		N/A	N/A						

UMFO 6. General Admin. & Support Services (GASS)

PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline	Provides customer friendly	NONE	NONE						
PI 3: Additional Outputs	A 47. Number of new initiatives introduced resulting to best practice	initiates/introduces improvements in performing	NONE	NONE						
	A 48.Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal	NONE	NONE						
	A. 49. Number of students facilitated in the dormitory	Acts as a dormitory adviser and facilitate students	85	96	5	5	5		5.00	
	A. 50. Number of dormitory financial and monthly reports submitted	Generates financial and monthly report of the dormitory	1	1	5	5	5		5.00	
	A. 51. Number of poster designed and laid out	Creates layouts for the Department's official Facebook	1	2	5	5	5		5.00	
	A. 52. Number of meetings attended and students assisted during enrollment	Attends meetings and assists students during enrollment	1	1	5	5	5		5.00	
				TOTAL					5.00	

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

Comments & Recommendations for Development Purpose:
Miss Miaga has reliable knowledge in ICT. She is recommended to attend conferences, seminars, and trainings.
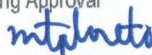
Evaluated & Rated by:

MARIA VANESSA E. GABUNDA, PhD
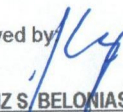Department Head

Recommending Approval

MA. THERESA P. LORETO, Ph.D.
Dean, College of Arts and Sciences
JUL 2 5 2023

Approved by:

BEATRIZ S. BELONIAS Ph.D.
Vice President for Academic Affairs

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: IANVIE NOREAN A. MIAGA

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	Update virtual classroom in E-learning Portal	Active and operational virtual classroom in e-learning Portal for SCSC13n	January 2023	February 2023	February 2023	Impressive	Outstanding	
2	Create Google Chat Space as platform for communication.	Active and operational Google Chat Space for SCSC13n	January 2023	February 2023	February 2023	Impressive	Outstanding	
3	Teach assigned course (s): a. SCSC13n- The Contemporary World	-Updated virtual classrooms -Grade Sheets -Instructional Materials	February 2023	July 2023	July 2023	Impressive	Outstanding	
4	Participate in all activities conducted by the department, college and the university	Certificate of Participation	February 2023	July 2023	July 2023	Impressive	Outstanding	
5.	Participate in the committees assigned, such as: (1) Socio-cultural Committee (2) Website and Department News Committee	Edited videos as documentation for the events held in the Department; Lay-out posters for DLABS' Facebook Page	January 2023	July 2023	July 2023	Impressive	Outstanding	

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

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

Prepared by:

MARIA VANESSA E. GABUNADA
Department Head

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: IANVIE NOREAN A. MIAGA
Performance Rating: _____

Aim: To pursue Master's degree for professional growth and development, and improve ways of teaching. Publish paper in a peer-reviewed journal.

Proposed Interventions to Improve Performance:
Enroll in graduate school this semester; Attend webinars and trainings on improving teaching approaches and strategies for the teaching-learning process.

Date: January 2022   Target Date: December 2022

First Step:
Conduct classroom observations and evaluate the areas for improvement on teaching based on the results of the classroom observation. Submit finished research study for publication in a peer-reviewed journal. _____

Result:
- Attended various webinars to gain new knowledge and upskill.
- Graduated and obtained a Master's Degree.

Prepared by:

MARIA VANESSA E. GABUNADA
Unit Head

Conforme:

IANVIE NOREAN A. MIAGA
Name of Ratee Faculty/Staff