

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: MARIANE B. UBAY

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		$5.0 \times 50\% = 2.50$	
b. Students (50%)		$3.75 \times 50\% = 1.88$	
Total for Instruction	45%	4.38	1.97
2. Research			
a. Client/Dir. For Research (50%)		$4.67 \times 50\% = 2.34$	
b. Dept. Head/Center Director (50%)		$4.67 \times 50\% = 2.34$	
Total for Research	30%	4.68	1.40
3. Extension			
a. Client/Dir. For Extension (50%)		$5.0 \times 50\% = 2.50$	
b. Dept Head/Center Director (50%)		$5.0 \times 50\% = 2.50$	
Total for Extension	15%	5.0	0.75
4. Administration	10%	5.00	0.50
TOTAL			4.62


EQUIVALENT NUMERICAL RATING: 4.62

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.62

ADJECTIVAL RATING: OUTSTANDING

Prepared by:


MARIANE B. UBAY
Name of Faculty


Reviewed by:


EDITHA G. CAGASAN
Department Head

Recommending Approval:


VICTOR B. ASIO
Dean/Director

Approved:


BEATRIZ S. BELONIAS
VP for Academic Affairs

MARIANE B. UBAY
Instructor I

EDITHA G. CAGASAN
Department Head

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	Efficiency	Timeliness	Average	
MFO 1: Higher Education Services										
	Total FTE, coordinated, implemented and monitored *	PI 1. Actual Faculty's FTE	Handles subjects/courses assigned	5.22	13.05	5.00	5.00	5.00	5.00	DevC 130, DevC 142
		PI 2. Number of students advised								
		<i>On thesis/ field practice</i>	As Adviser/SRC Member	3.00	7.00	5.00	5.00	5.00	5.00	DevC 200
		PI 3. Number of instructional materials developed								
		<i>Revised syllabi</i>	Handles subjects/courses assigned	1.00	1.00	5.00	5.00	5.00	5.00	DevC 130, DevC 142
		<i>Revised Powerpoint lect. presentation (per course)</i>	Handles subjects/courses assigned	1.00	3.00	5.00	5.00	5.00	5.00	DevC 130, DevC 142
Total Rating for Instruction									20.00	
Average Rating for Instruction									5.00	

MFO 2: Research Services

		PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences								
		<i>In institutional fora/conferences</i>		1.00	4.00	5.0	5.0	4.0	4.67	AMIC, ADCEP, PACE, RTSPC

Total Rating for Research**4.67****Average Rating for Research****4.67****MFO 3: Extension Services**

		PI 5. Number of beneficiaries served								
		<i>Groups</i>	SUCs/Govt. Agencies	2.00	3.00	5.00	5.00	5.00	5.00	
		<i>Individuals</i>	Info	3.00	5.00	4.00	5.00	5.00	4.67	

Total Rating for Extension**9.67****Average Rating for Extension****4.83****MFO 4: Support to Organizations**

		PI 6. Number of seminars/ trainings/conventions/ workshops coordinated for entire university	To conduct trainings related to our field of expertise (as coordinator or facilitator)	1.00	2.00	5.00	5.00	5.00	5.00	
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Total Rating for Support to Organizations**5.00****Average Rating for Support to Organizations****5.00****MFO 5: General Administration and Support Services**

	Zero percent complaint from clients served	PI 7. Zero percent complaint from clients served	Good rapport to clients	100.00	0.00	5.00	5.00	5.00	5.00	
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Total Rating for GASS**5.00****Average Rating for GASS****5.00****TOTAL OVER-ALL RATING****44.34**

Average Rating		4.93
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.93
ADJECTIVAL RATING		OUTSTANDING

**Comments & Recommendations
for Development Purpose:**

Good job!

Evaluated & Rated by:



EDITHA G. CAGASAN

Department Head

Date:

Recommending Approval



VICTOR B. ASIO

Dean, CAFS

Date:

Approved by:



BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date:

PERFORMANCE MONITORING FORM
(January to June 2022)

Name of Employee: **MARIANE B. UBAY**

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	Continue to conduct virtual classes on DevC 130, DevC 142 and check exams and requirements; submit grades	Very Satisfactory to Outstanding teaching performance as evaluated by students.	January 2022	February 2022	February 2022	Very impressive	Outstanding	Keep it up!
2	Update Syllabi and PowerPoints presentations in DevC 130, DevC 142 and teach those subjects.	Very Satisfactory to Outstanding teaching performance as evaluated by students.	March 2022	July 2022	Some activities completed in June 2022; deadline for other requirements set on July 15, 2021	Very Impressive	Outstanding	Keep it up!
3	Conduct research and extension activities and present papers in RDE reviews and/or scientific conferences.	Research and extension activities undertaken and papers presented.	January 2022	June 2022	June 2022	Very Impressive	Outstanding	Keep it up!

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

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

Prepared by:



EDITHA G. CAGASAN
OIC-Head, DDC

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: MARIANE B. UBAY
Performance Rating: OUTSTANDING

Aim: To become a better teacher and colleague at DDC.

Proposed Interventions to Improve Performance:

Date: **January 2022** Target Date: **June 2022**

First Step:

1. Explore ways to grow academically
2. Finish MS studies and look for scholarship for PhD studies preferably abroad.

Result:

Professional Advancement

Date: **July 2022** Target Date: **December 2022**

Next Step:

To get involved in more research opportunities.

Outcome:

Have high-quality research experiences.


Final Step/Recommendation:

Professional Advancement and enhanced teaching capability.

Prepared by:


EDITHA G. CAGASAN
OIC-Head, DDC

Conforme:


MARIANE B. UBAY
Ratee Faculty/Staff