SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **JUDE NONIE A. SALES**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.7 x 50%= 2.4	
b. Students (50%)		5.0 x 50% = 2.5	
Total for Instruction	40%	4.9	**1.96**
2. Research			
a. Client/Dir. for Research		4.7 x 100% = 4.7	
Total for Research	30%	4.7	**1.4**
3. Extension			
a. Client/Dir. for Extension		5.0 x 100% = 5.0	
Total for Extension	15%	5.0	**0.75**
4. Administration	10%	5.0	**0.5**
5. Production	5%	5.0	**0.25**
TOTAL			**4.86**

EQUIVALENT NUMERICAL RATING: **4.86**
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: **4.86**

ADJECTIVAL RATING: **Oustanding**

Prepared by:

JUDE NONIE A. SALES
Name of Faculty

Reviewed by:

CHRISTINA A. GABRILLO
Department Head

Recommending Approval:

VICTOR B. ASIO
Dean/Director

Approved:

BEATRIZ S. BELONIAS
Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **JUDE NONIE A. SALES**, a faculty member of the **DEPARTMENT OF DEVELOPMENT COMMUNICATION** commit to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **JANUARY TO JUNE 2020**.

Approved:

JUDE NONIE A. SALES
Ratee

CHRISTINA A. GABRILLO
Department Head

MFO & PAP	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Q1	E2	T3	A4	REMARKS
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	9.72	13.89	5	5	5	5.00	
	A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty		19	5	5	4	4.67	*DEVC 212*
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		1	5	5	4	4.67	
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof		1	5	5	4	4.67	

	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught		20	5	5	4	4.67	*PPT/BOARDWORK*
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, exercises, etc.		10	5	5	4	4.67	*EXAMS, LONG EXAM, QUIZZES*
	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		1	5	5	4	4.67	
	A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom		1	5	5	4	4.67	*GOOGLE*
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	9.54	11.55	5	5	5	5.00	*DevC 140, BCAED 118*
	A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline		3	5	5	5	5.00	*with 2 sections of 140*
	A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught		4	5	5	5	5.00	
	A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab		10	5	5	5	5.00	

PI 10: Number of instructional materials developed *	A 21 : Number of online course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
	Online ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof							
	Supplemental learning resources	Prepares PowerPoint 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 23 : Number of online course ware reviewed by TRP & edited by MMDC editor	Submits the courseware duly reviewed by TRP for editing by MMDC editor							
	A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							
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								
Total Rating for Instruction									57.67	
Average Rating for Instruction									4.81	
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		1	5	5	4		4.67	
PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project/study within the year		1	5	5	4		4.67	
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									
	In refereed int'l journals	Writes publishable materials out of research outputs and submits for publication		1	5	5	4		4.67	Submitted for ATR for review
	In refereed nat'l/regional journals			1	5	5	4		4.67	The paper has been accepted for inclusion in the 2020 special issue of ATR
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								not included in the target output due to travel restrictions in the light of COVID-19 pandemic

	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 approved	Prepares research proposals, submits and follows up its approval for immediate implementation								*not included in the target in the light of fund limitations due to the covid-19 pandemic*
PI 6. Additional outputs*	**A 32**. No. of research-related awards (research conducted by faculty or student w/ faculty)									
	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								
	A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output								
	A 35.Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal								
Total Rating for Research								18.67		
Average Rating for Research								4.67		
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								

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		1	5	5	5	5.00	*with YRRP-IEC*
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		90%	5	5	5	5.00	
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							
Research Mentoring	Research Mentor			1	5	5	5	5.00	*special program in the arts, deped*
Peer reviewers/ Panelists	Peer reviewers/Panelists								
Resource Persons	Resource Persons			1	5	5	5	5.00	*arts month for deped*
Convenor/Organizer	Convenor/Organizer								
Consultancy	Consultant								
Evaluator	Evaluator								
Total Rating for Extension								20.00	
Average Rating for Extension								5.00	

Total Over-all Rating			96.33	**Comments & Recommendations for Development Purpose:**
Average Rating (Total Over-all rating divided by 4)			24.08	
Additional Points:				
Approved Additional points (with copy of approval)				*keep it up!*
FINAL RATING			4.82	
ADJECTIVAL RATING			Outstanding	

Evaluated & Rated by:

CHRISTINA A. GABRILLO
Department Head
Date:

Recommending Approval:

VICTOR B. ASIO
Dean
Date:

Approved by:

BEATRIZ S. BELONIAS
Vice President for Instruction
Date: 12/1/20

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

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **JUDE NONIE A. SALES**

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 Syllabi and PowerPoints of her master in devcom class in DevC212 and DevC251 and teach class in development communication in college: DevC140 Communication, Culture and Society and CAEd118 Introduction to the basic elements of drama and theater production.	Number of classes taught	Jan.2020	June 2020	June 2020	Very Impressive	Outstanding	Great job!
2	Do extension and research work via involvement in the in-house research and extension projects initiated and conducted by DDC.	Number of extension projects and research works completed	Jan.2020	June 2020	June 2020	Very Impressive	Outstanding	Great job!

* Either very impressive, impressive, needs improvement, poor, very poor
** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

CHRISTINA A. GABRILLO
Head, DDC

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **JUDE NONIE A. SALES**
Performance Rating: **Outstanding**

Aim: Achieve higher competencies in Development Communication instruction, research, and extension

Proposed Interventions to Improve Performance:

Date: **January 2020** Target Date: **June 2020**

First Step: Complete PhD dissertation data gathering, involve in academic and research and extension activities.

Result: PhD dissertation data gathering in progress due to pandemic lockdown, became initially involved in the YRRP IEC Research Project and was given an academic load for one graduate course and two undergraduate courses.

Date: **January 2021** Target Date: **June 2021**

Next Step: Continued with my PhD dissertation data gathering, helped design IEC materials for 15 YRRP research projects and handled classes for one graduate and two undergraduate courses.

Outcome: PhD dissertation in progress, all IEC materials (leaflets, modules and instructional video) had been started for illustrations and layout. Graduate and undergraduate course exams assignments, and other requirements had been given, and graded.

Final Step/Recommendation: Complete PhD dissertation, come up with a collection of usable YRRP IEC materials and submit students' grades.

Prepared by:

CHRISTINA A. GABRILLO
Head, DDC

Conforme:

JUDE NONIE A. SALES
Ratee Faculty/Staff