

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: SUSAN M. ENAGE

Program Involvement (1)		Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1.	Instruction			
	a. Head (50%) from IPCR	0.50	4.58	2.29
	b. Student (50%) from Teaching Performance Eval'n.	0.50	4.00	2.00
	Total for Instruction	100%	4.29	0.00
2.	Administration and Support Services	0%	0.00	0.00
TOTAL		100%	TOTAL EQUIVALENT NUMERICAL RATING	4.29

EQUIVALENT NUMERICAL RATING:

4.29

Add: Additional Points, if any:

-


TOTAL NUMERICAL RATING:

4.29

ADJECTIVAL RATING:

Very Satisfactory

Prepared by:


SUSAN M. ENAGE
 Name of Faculty

Reviewed by:


SHALOM GRACE C. SUGANO
 Department Head

Recommending Approval:


BAYRON S. BARREDO
 Dean/Director

Approved:


BEATRIZ S. BELONIAS
 Vice President

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, SUSAN M. ENAGE, a faculty member of the VSU INTEGRATED HIGH SCHOOL commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period JANUARY-JUNE 2021.

Page
SUSAN M. ENAGE
Instructor
Date:

Approved:
Shalom Grace C. Sugano
SHALOM GRACE C. SUGANO
Department Head
Date:

Bayron S. Barredo
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	Efficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	<u>PI 4:</u> Total FTE coordinated, implemented & monitored*	<u>A1.</u> Actual Faculty's FTE	Handles subjects/courses assigned							
	<u>PI 8:</u> Number of graduate students advised *	<u>A2.</u> Number of students advised	Acts as academic adviser to graduate students							
		<u>A3.</u> 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							
		<u>A4.</u> 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 Moodle 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	47.85	5	5	5	5.00	Filipino 7- Marigold & Rosal; Filipino 9- Garnet & Ruby; Grade 12 STEM 8

		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	8	4	4	4	4.00	Filipino 7- Marigold & Rosal; Filipino 9- Garnet & Ruby; Grade 12 STEM B
		A11. 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	2	2	5	5	5	5.00	Filipino 7- Marigold & Rosal; Filipino 9- Garnet & Ruby; Grade 12 STEM B
		A12. Number of trainings attended related to instruction	Attend mandated trainings	2	2	5	5	5	5.00	Webinar in Turnitin and Echo webinar on the TIEC-CHED Flexible Learning Foundation Virtual Conference
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	2	4	5	4	4.33	Filipino 7- Marigold & Rosal; Filipino 9- Garnet & Ruby; Grade 12 STEM B
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	20	20	5	5	5	5.00	Filipino 7- Marigold & Rosal; Filipino 9- Garnet & Ruby; Grade 12 STEM B
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to 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	30	160	5	5	5	5.00	Filipino 7- Marigold & Rosal; Filipino 9- Garnet & Ruby; Grade 12 STEM B
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO							
		A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student	1	2	4	4	4	4.00	Clean and Green
	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							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	4	4	5	4	4.33	Filipino 7- Marigold & Rosal; Filipino 9- Garnet & Ruby; Grade 12 STEM B
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	10	4	4	5	4.33	Filipino 7- Marigold & Rosal; Filipino 9- Garnet & Ruby; Grade 12 STEM B
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	24	5	4	5	4.67	Filipino 7- Marigold & Rosal; Filipino 9- Garnet & Ruby; Grade 12 STEM B
		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							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	8	4	5	4	4.33	Filipino 7- Marigold & Rosal; Filipino 9- Garnet & Ruby; Grade 12 STEM B

[illegible]

		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								
UMFO 4. EXTENSION SERVICES											
	PI 1. Number of active partnerships with LGUs, industries, INGOs, 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	A 38. Number of extension programs/projects implemented	Implements 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							
	Research Mentoring	Research Mentor								
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant								
	Evaluator	Evaluator								
	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							
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *								
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
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 the QMS 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	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	100% compliant						
	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	Zero % complaint						
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 performing functions resulting to best practice							
	A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							Comments & Recommendation for Development Purpose:
Total Over-all Rating								54.99	<i>He is a seasoned faculty and is retiring soon. Despite of the challenges he encountered in this new normal, he remains to be open and willing to learn more in order to continue to provide instruction to students.</i>
Average Rating								4.58	
Adjectival Rating								Very Satisfactory	

Evaluated & Rated by:

SHALOM GRACE C. SUGANO

Department Head

Date:

Recommending Approval

BAYRON S. BARREDO

Dean, College of Education

Date:

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: