

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Ms. Hannah Mae E. Quimbo

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	4.88	4.88 x 50% =	2.44
b. Students (50%)	4.33	4.33 x 50% =	2.17
Total for Instruction	100%		4.61
2. Research	-	-	-
3. Extension	-	-	-
4. Administration	-	-	-
5. Production	-	-	-
TOTAL	100%		4.61

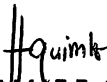
EQUIVALENT NUMERICAL RATING: 4.61

Add: Additional Points, if any: -


TOTAL NUMERICAL RATING: 4.61

ADJECTIVAL RATING: Very Satisfactory


Prepared by:


HANNAH MAE E. QUIMBO
Name of Faculty

Reviewed by:


NANCY V. DUMAGUING
Department Head

Recommending Approval:


ANTONIO P. ABAMO
Dean

Approved:


BEATRIZ S. BELONIAS
Vice President for Instruction

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3. Editor
4. Publisher
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INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Hannah Mae E. Quimbo of the Department of Consumer and Hospitality Management commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July to December 2018.


HANNAH MAE E. QUIMBO
Ratee


Approved: NANCY V. DUMAGUING
Head of Unit

MFO & PAPS	Success Indicators	Tasks/Target Assigned	Actual Accomplishment	Rating				Remarks
				Q1	E2	T3	A4	
Advanced & Higher Education Services	No. of Course Outlines/syllabus revised							
	2 nd Sem 2018	NA						
	Summer 2018	NA						
	1 st Sem 2018	1	2	5	5	4	4.66	
	No. of IMs revised							
	2 nd Sem 2018	NA						
	Summer 2018	NA						
	1 st Sem 2018	5	15	5	5	4	4.66	
	No. of long/term exams conducted, checked and recorded							
	2 nd Sem 2018	NA						
	Summer 2018	NA						
	1 st Sem 2018	2	8	5	5	5	5.00	
	No. of quizzes administered, checked & recorded							
	2 nd Sem 2018	NA						
	Summer 2018	NA						
	1 st Sem 2018	5	18	5	5	5	5.00	

MFO & PAPS	Success Indicators	Tasks/Target Assigned	Actual Accomplishment	Rating				Remarks
				Q1	E2	T3	A4	
Advanced & Higher Education Services	No. of student projects supervised & checked							
	2 nd Sem 2018	NA						
	Summer 2018	NA						
	1 st Sem 2018	13	13	5	5	5	5.00	
	No. of laboratory activities checked & recorded							
	2 nd Sem 2018	NA						
	Summer 2018	NA						
	1 st Sem 2018	NA	-					No lab class
	No. of students grades computed							
	2 nd Sem 2018	NA						
	Summer 2018	NA						
	1 st Sem 2018	100	514	5	5	4	4.66	Midterm &
	No. of course grade submitted							final grades
	2 nd Sem 2018	NA						
	Summer 2018	NA						
	1 st Sem 2018	4	16	5	5	4	4.66	Midterm &
								final grades

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Average Rating		4.88
Additional Points		-
Approved Additional points (with copy of approval)		
FINAL RATING		4.88
ADJECTIVAL RATING		VS

Comments & Recommendations
For Development Purposes:

No involvement in research and
Extension
Attend seminar/workshop on
proposal writing

Evaluated and Rated By:

NANCY V. DUMAGUING

Department Head

Date: _____

Recommending Approval

ANTONIO P. ABAMO

Dean, CME

Date: _____

Approved by:

BEATRIZ S. BELONIAS

Vice President

Date: _____

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

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Ms. Hannah Mae E. Quimbo

Performance Rating:

Aim: To acquire knowledge and skills on research and extension proposal writing for hospitality and tourism field

Proposed Intervention to improve Performance:

Date: January 2018

Target: June 2018

First Step

- 1) Send the faculty to participate the CME meeting with the Director of CIAT, Dr. Dindo Campilan regarding the college research and extension project
- 2) Send the faculty to participate the CME Execom Meeting in planning and designing its research project proposal to be submitted to CIAT.

Result:

The faculty somehow gained knowledge in writing a research proposal. It has also increased her interest in doing research and extension

Date: July 2018

Target Date: December 2018

Next Step:

Send the faculty to training/workshop on research and extension proposal.

Outcome:

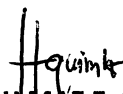
Final Step/Recommendation

The faculty will help the department design its research and extension proposal.

Prepared by:


NANCY V. DUMAGUING
Head, DCHM

Conforme:


HANNAH MAE E. QUIMBO
Instructor

1977-1978

Performance Review

Annual Review

Performance Review

1977-1978

Performance Review

1977-1978

1. The primary purpose of this review is to provide a summary of the employee's performance during the review period. The review should be based on the employee's performance during the review period, not on the employee's performance during the entire year.

1977-1978

2. The review should be based on the employee's performance during the review period, not on the employee's performance during the entire year.

1977-1978

1977-1978

1977-1978

3. The review should be based on the employee's performance during the review period, not on the employee's performance during the entire year.

1977-1978

1977-1978

1977-1978

1977-1978

1977-1978

1977-1978

PERFORMANCE COACHING AND MONITORING & JOURNAL

STUDENTS' COMMENT(S): HANNAH MAE E. QUIMBO

First Sem SY 2018-2019	Second Sem SY 2018-2019
1.	1.
2.	4.
3.	5.
4.	
5.	

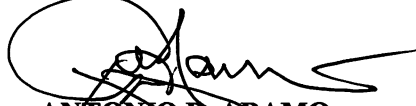
Strategies	Brief Description of Strategy/Strategies Used	Frequency	Date(s) Conducted	Outcome(s) (Briefly describe any improvement, if any)
A. Coaching				
<input type="checkbox"/> a. Issuance of Memo				
<input type="checkbox"/> b. One-on-one/ Face-to-Face coaching				
<input type="checkbox"/> c. Group Coaching				
<input checked="" type="checkbox"/> d. Others	Find out reason for delayed submission of grades	1	Sept.2018	Submitted grades on time
B. Monitoring				
<input type="checkbox"/> a. Actual Class Observation				
<input type="checkbox"/> b. Others (specify)				

(Note: Please use extra sheet if necessary)

Conducted By:


NANCY V. DUMAGUING
Immediate Supervisor

Verified By:


ANTONIO P. ABAMO
Next Higher Supervisor

1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 26

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1935-1936

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**DEPARTMENT OF CONSUMER AND
HOSPITALITY MANAGEMENT**
College of Management and Economics,
Visayas State University
Visca, Baybay City, Leyte PHILIPPINES
Email: dchm@vsu.edu.ph
Website: www.vsu.edu.ph

Exhibit I

PERFORMANCE MONITORING FORM

July - December 2018

Name of Employee: Hannah Mae E. Quimbo***


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	Teach undergraduate courses	HRTM 200.5 HRTM 121 THty 101 ABMg11	July 25, 2018	Dec. 14, 2018	Dec. 4, 2018	VI	O	
2	Provide advise to OJT on their Industry Practice Report	5 Industry Practice report approved on time	July 25 2018	Nov. 29, 2018	Nov. 23, 2018	I	VS	
3	Provide advise to courses related student organization	500 student members	July 25, 2018	Dec. 14, 2018	Dec. 4, 2018	I	VS	
4	Serve as DBGF	500 students	Aug. 3, 2018	Dec. 14, 2018	Dec. 4, 2018	I	VS	
5	Serve as DCHM secretary	Minutes of 3 meetings prepared	July 25, 2018	Dec. 14, 2018	Dec. 4, 2018	I	VS	
6	Serve as committee member	3 committees	July 25, 2018	Dec. 14, 2018	Dec. 4, 2018	I	VS	
7	Serve as DPC	Recommended faculty for PT instructor (2)	July 25, 2018	Dec. 14, 2018	Dec. 4, 2018	I	VS.	

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

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

***On teacher's leave status (Dec. 15-31,2018)

Prepared by:


NANCY V. DUMAGUING
Head, DCHM

VSU's Vision: A globally competitive university for science, technology, and environmental conservation.

VSU's Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

