

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **DR. 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%) | | 5.0x50%= 2.50 | |
| b. Students (50%) | | 4.33x50% = 2.17 | |
| Total for Instruction | 45% | 4.67 | 2.10 |
| 2. Research | | | |
| a. Client/Dir. for Research (50%) | | 5.0x 50% = 2.50 | |
| b. Dept. Head/Center Director (50%) | | 5.0x 50% = 2.50 | |
| Total for Research | 30% | 5.0 | 1.50 |
| 3. Extension | | | |
| a. Client/Dir. for Extension (50%) | | 5.0x 50% = 2.50 | |
| b. Dept Head/Center Director (50%) | | 5.0x 50% = 2.50 | |
| Total for Extension | 15% | 5.0 | 0.75 |
| 4. Administration | 10% | 5.0 | 0.50 |
| TOTAL | | | 4.85 |

EQUIVALENT NUMERICAL RATING: 4.85

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.85

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

JUDE NONIE A. SALES

Name of Faculty

Reviewed by:

CHRISTINA A. GABRILLO

Department Head

Recommending Approval:

VICTOR B. ASIO

College Dean

Approved:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **Dr. Jude Nonie A. Sales**, of the **Department of Development Communication** commits to deliver and agreed to be rated on the attainment of the following **accomplishments** in accordance with the indicated measures for the period **July-December 2023**.

JUDE NONIE A. SALES

Ratee

8-8-2024

Approved:

CHRISTINA A. GABRILLO

Immediate Supervisor

8-8-2024

| MFO & PAPs | Success Indicators | Tasks Assigned | Target | Actual Accomplishment | Rating | | | | Remarks |
|---|---|---|--------|-----------------------|----------------|----------------|----------------|----------------|-----------------------------|
| | | | | | Q ¹ | E ² | T ³ | A ⁴ | |
| MFO 1. Graduate Student Management Services | | | | | | | | | |
| Total FTE coordinated, implemented & monitored* | PI 1. Actual Faculty's FTE | Handles subjects/courses assigned | 6.27 | 6.67 | 5 | 5 | 5 | 5 | DEVC212 subject Lec&Lab |
| Number of instructional materials developed * | PI 2. Number of on-line ready courseware developed and submitted for review | Converts the existing instructional materials into flexible learning systems | | | | | | | |
| | 2.1 On-line ready courseware | Prepares Instructional module/laboratory guide/workbook or a combination thereof | 1 | 4 | 5 | 5 | 5 | 5 | DEVC212 subject Lec&Lab |
| | 2.2 Supplemental learning resources | Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught | 1 | 5 | 5 | 5 | 5 | 5 | DEVC212 subject Lec&Lab |
| | 2.3 Assessment tools | Prepares assessment tools such as long exam, quizzes, problems sets, etc. | 1 | 10 | 5 | 5 | 5 | 5 | DEVC212 subject Lec&Lab |
| MFO 2. Higher Education Management Services | | | | | | | | | |
| Curricular Program Management Services | PI 3. Total Full-time Teaching Equivalent (FTE) | | 6.76 | 14.55 | 5 | 5 | 5 | 5 | DevC 124, DevC 137 subjects |

PERFORMANCE MONITORING FORM


Name of Employee: **DR. 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 | Continue to conduct classes on undergraduate and graduate subjects check exams and requirements; submit grades | Very Satisfactory to Outstanding teaching performance as evaluated by students. | August 2023 | December 2023 | December 2023 | Very impressive | Outstanding | Keep it up! |
| 2 | Update Syllabi and PowerPoints presentations in undergraduate and graduate subjects and teach those subjects. | Very Satisfactory to Outstanding teaching performance as evaluated by students. | August 2023 | December 2023 | December 2023 | 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 2023 | December 2023 | December 2023 | Very Impressive | Outstanding | Keep it up! |
| 4 | Serve as head to the Culture and the Arts Center (CAC). | Expected deliverables of the office are met. | January 2023 | December 2023 | December 2023 | Very Impressive | Outstanding | Keep it up! |

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

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

Prepared by:


CHRISTINA A. GABRILLO
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

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

Performance Rating: **OUTSTANDING**

Aim: To maintain, if not improve, outstanding performance in instruction, research, extension and administration

Proposed Interventions to Improve Performance:

Date: **July 2023**

Target Date: **December 2023**

First Steps:

1. Attend trainings intended to enhance instruction, research, extension and administration skills
2. Continue to implement research and extension projects
3. Write articles for possible publication in refereed journals
4. Continue linkages with other stakeholders in the promotion of culture and the arts events and activities

Results

1. Enhanced capabilities to:
 - a. Prepare OBE syllabi and instructional materials that can be used for the flexible learning system implemented by VSU during this pandemic
 - b. Facilitate students learning under the new learning modality
 - c. Organize and coordinate culture and the arts events and activities within and outside the university with various stakeholders
2. Participated in the implementation of research and extension projects
3. Conducted dissertation research and started analysis of collected research data
4. Wrote drafts of scientific articles and submitted for publication in refereed journals

Date: **January 2024**

Target Date: **June 2024**

Next Step:

1. Continue preparing learning materials and conduct classes for the courses taught during the semester;
2. Continue implementing research and extension projects;
3. Write research reports for presentation in the VSU In-house Research Review
4. Continue writing research papers for possible publication in refereed journals
5. Continue to organize and coordinate culture and the arts events and activities within and outside the university with various stakeholders

Outcomes:

1. Enhanced implementation of the instruction-related activities under the new normal;
2. Continued implementation and monitoring of research and extension projects despite the limitation imposed by the COVID-19 pandemic;
3. Professional advancement and self-satisfaction
4. Drafts of scientific articles written and ready for submission to refereed journals
5. Implemented activities on culture and the arts events after organizing and coordinating them along various stakeholders within and outside of the university

Final Step/Recommendation

1. Continue the preparation of learning materials for the flexible learning system implemented by VSU under the new normal;
2. Continue the conduct of research and extension projects, and use knowledge generated in R & E as input to enhance instruction.
3. Continue writing articles for publication in refereed journals
4. Continue organizing and coordinating culture and the arts events and activities within and outside the university with various stakeholders

Prepared by:


CHRISTINA A. GABRILLO
Department Head

Conforme:


JUDE NONIE A. SALES
Name of Ratee Faculty/Staff