

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member:

APRIL ROSE P. VILLABER

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2x3)
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Faculty	30%	5.00	1.50
b. Students	70%	5.00	3.50
TOTAL for Instruction	90%		4.50
2. Research	2.5%	0.00	0.00
3. Extension	2.5%	5.00	0.13
4. Production	2.5%	5.00	0.13
5. Administration/Other Services	2.5%	5.00	0.13
TOTAL			4.875

EQUIVALENT NUMERICAL RATING: 4.875

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.875

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

APRIL ROSE P. VILLABER

Name of Faculty

Reviewed by:


GUIRALDO C. FERNANDEZ, JR.

Department Head

Approved by:


EDGARDO B. TULIN

President

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, APRIL ROSE P. VILLABER, of the Department of Liberal Arts and Behavioral Sciences, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JANUARY-JUNE 2017.

April Rose P. Villaber

APRIL ROSE P. VILLABER

Ratee

Approved:

GUIRALDO C. FERNANDEZ, JR.

Head of Unit

MFO No.	Description of MFO & PAPs	Success/Performance Indicators	Program/Activities/ Projects	Tasks Assigned	Target	Accomplishment	Rating				Remarks
							Q ¹	E ²	T ³	A ⁴	
MF02	Higher Education	FTE									
		Higher Education	Teaching	Teaches English Language, Literature, and Speech subjects	18.00	39.90	5	5	5	5.00	Substitute status in the Department of Liberal Arts and Behavioral Sciences
						Sub-total				5.00	
MF03 MF04	Research Extension	NONE								0.00	
		Number of trainings/seminars attended	Training	Participant	3	8	5	5	5	5.00	Attended Graduate School 1st Research Conference, Poetry and Creative Writing Seminar, Orientation of Newly-Hired Regular and Part-Time Faculty Members, First International Convention on Competency Based Teaching (CBT) & Outcome Based Education (OBE), Gender Sensitivity Training for the Faculty and Staff of Department of Liberal Arts and Behavioral Sciences, Training and Workshop in Museology, 2017 Linguistic Society of the Philippines National Conference & General Meeting, and Workshop on Literacy and Early Childhood Education
						Sub-total				5.00	
MF05	Production	Number of instructional materials developed/revised and utilized									
		* Course syllabus -New	Author	Writes synopsis in Litr 14	1	1	5	5	5	5.00	Made syllabus in Litr 14
		- Revised		Revises syllabi in Engl 114 and Spch 11	2	2	5	5	5	5.00	Revised syllabi in Engl 114 and Spch 11
		Number of quizzes prepared and checked		Prepares and checks quizzes in Engl 114, Spch 11, and Litr 14	40	43	5	5	5	5.00	Prepared and checked quizzes in Engl 114, Spch 11, and Litr 14
		Number of visual aids prepared		114, Spch 11, and Litr 14	20	26	5	5	5	5.00	Prepared visual aids for Engl 114, Spch 11, and Litr 14
		Number of midterm and final exams prepared and checked.		Prepares and checks midterm and final exams in Engl 114, Spch 11, and Litr 14	6	8	5	5	5	5.00	Prepared and checked midterm and final exams in Engl 114, Spch 11 and Litr 14
MF06	Other Services	Number of oral recitations graded/evaluated		Evaluates oral recitations in Engl 114, Spch 11, and Litr 14	30	35	5	5	5	5.00	Evaluated oral recitations in Engl 114, Spch 11, and Litr 14
		Number of hours spent on student consultation	Consultation	Allots 3 hours/week	3	10 hours/week	5	5	5	5.00	Allotted 10 hours/week
						Sub-total				5.00	

Received by: TERESITA L. QUIÑANOLA HRMO Date: _____	Calibrated by: REMBERTO A. PATINDOL Chairman, PMT Date: _____	Number of participants in the events/program of the dept./college/university and other offices		Participates in events/program of the dept./college/university and other offices	2	2	5	5	5	5.00	Participated in CAS Anniversary and Departmental Team Building
		Number of events that rendered expert services in the dept./college/university/and other offices	Speaker	Serves as speaker to seminar organized by the dept./college/university/and other offices	1	2	5	5	5	5.00	Served as speaker in the College of Forestry & Environmental Sciences Job-Seeking Seminar and in the College of Arts and Sciences Job-Seeking Seminar
		Number of meetings attended		Attends department meetings	2	4	5	5	5	5.00	
						Sub-total					5.00

Approved:
 EDGARDO E. TULIN, Ph.D.
 President
 Date: _____

Recommending Approval:
 BEATRIZ S. BELONIAS, Ph.D.
 Vice Pres. for Instruction
 Date: _____