

# **SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: **ROSARIO P. ABELA**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.65x50%= 2.33	
b. Students (50%)		4.80x50% = 2.40	
Total for Instruction	70%	4.73	3.31
2. Research			
a. Client/Dir. for Research (0%)			
b. Dept. Head/Center Director (100%)		4.67x 100% =4.67	
Total for Research	10%	4.67	0.47
3. Extension			
a. Client/Dir. for Extension (0%)			
b. Dept Head/Center Director (100%)		4.33x 100% =	
Total for Extension	10%	4.33	0.43
4. Administration	10%	5.00	0.50
5. Production			
TOTAL	100%		4.71

EQUIVALENT NUMERICAL RATING: \_\_\_\_\_

4.71

Add: Additional Points, if any: \_\_\_\_\_

TOTAL NUMERICAL RATING: \_\_\_\_\_


4.71

ADJECTIVAL RATING: \_\_\_\_\_

Outstanding


Prepared by:

Reviewed by:

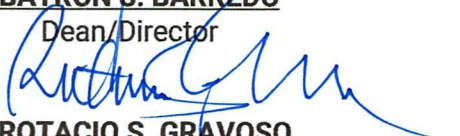
  
**ROSARIO P. ABELA**  
Name of Faculty

  
**ROSARIO P. ABELA**  
Department Head

Recommending Approval:


  
**BAYRON S. BARREDO**  
Dean/Director

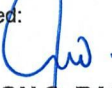
Approved:

  
**ROTACIO S. GRAVOSO**  
Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **ROSARIO P. ABELA**, a faculty member of the DEPARTMENT OF TEACHER EDUCATION commit to deliver and agree to be rated on the attainment of the following targets and accomplishments in accordance with the indicated measures for the period July to December 2024.

  
**ROSARIO P. ABELA**  
 Associate Prof. 5  
 Date: December 20, 2024

Approved:   
**BAYRON S. BARREDO**  
 College Dean  
 Date: December 20, 2024

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										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned	6	0	2	2	2	2.00	
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							
		A3 . 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	1	1	5	5	5	5.00	Jasper Basalo
		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	2	30	5	5	4	4.67	
	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 Moddle 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	10.35	5	5	5	5.00	1st Semester SY 2024-2025
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	8	5	5	5	5.00	
		A 11 . 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							
		A12. Number of trainings attended related to instruction	Attend mandated trainings	1	1	5	5	5	5.00	10th Values Restoration Program Annual Capacity Building
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	5	10	5	5	4	4.67	

		<b>A14 . Number of quizzes administered and checked</b>	Prepares and checks quizzes for lec and lab	20	500	5	5	5	5.00	
		<b>A15 . Number of lab reports and term papers checked and graded</b>	Checks lab reports and term papers submitted as required	5	40	5	5	5	5.00	
	<b>PI 8:</b> Number of students advised: *	<b>A16 . Number of students advised:</b>	Acts as academic adviser to students	10	72	5	5	5	5.00	
		<b>A17 . Number of students advised on thesis/ field practice/special problem:</b>								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	3	5	5	5	5	5.00	
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript							
		<b>A18 . Number of students entertained for consultation purposes</b>	Entertains students consulting on subject taught, thesis and grades	10	72	5	5	5	5.00	
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19 . Number of Student organizations advised</b>	Advises student organizations recognized by USOO	1	1	5	5	4	4.67	Mentors' Guild
		<b>A20 . Number of Student organizations assisted on student related activities</b>	Assists student organizations in implementing student related activities	1	1	5	5	4	4.67	Mentors' Guild
	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21 :</b> 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							
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	20	25	5	5	4	4.67	



		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	20	35	5	5	4	4.67	
		<b>A 23 :</b> Number of on-line course were reviewed by TRP & edited by MMDC editor	Submits the course were duly reviewed by TRP for editing by MMDC editor							
		<b>A 24 :</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom							
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> 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	1	1	4	4	4	4.00	DepEd
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 3 . RESEARCH SERVICES</b>										
	<b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	<b>A27.</b> 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							
	<b>PI 2.</b> Number of research outputs completed within the year *	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research project within the year	1	1	5	5	4	4.67	
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication							
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>								

	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific for a/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-prepared awards (research conducted by faculty, as student w/ faculty)								
		<b>A 33.</b> 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							
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
<b>UMFO 4. EXTENSION SERVICES</b>										
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> 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	1	1	5	4	4	4.33	
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implementes duly approved extension projects	1	1	5	4	4	4.33	



	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> 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							
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> 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								
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										

OVPI MFO 4. Program and Institutional Accreditation Services									
<b>PI 8.</b> 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*	<b>A 44.</b> 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	5	5	5	5.00	
	<b>A 45.</b> Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools		100% compliant	5	5	5	5.00	
	On program accreditations								
	On institutional accreditations								
UMFO 6. General Admin. & Support Services									
<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint	5	5	5	5.00	
<b>PI 3:</b> Additional Outputs	<b>A 47.</b> 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							
	<b>A 48.</b> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
<b>Total Over-all Rating</b>								107.33	
<b>Average Rating</b>								4.67	
<b>Adjectival Rating</b>								Outstanding	

Evaluated & Rated by:

**BAYRON S. BARREDO**

Dean, CE

Date: December 20, 2024

Recommending Approval

**BAYRON S. BARREDO**

Dean, CE

Date: December 20, 2024

Approved by:

**ROTACIO S. GRAVOSO**

Vice President for Academic Affairs

Date: 11/23/2025

Comments and Recommendations for Development Purpose:

*Keep up the good work!*



# PERFORMANCE MONITORING & COACHING JOURNAL

	1st	Q U A R T E R
	2 <sup>nd</sup>	
/	3 <sup>rd</sup>	
/	4th	

Name of Office: Department of Teacher Education


Head of Office: Rosario P. Abela

Number of Personnel: 32

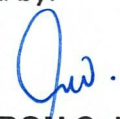
Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring		<ul style="list-style-type: none"><li>• On the making of the OBE course syllabus</li><li>• On the Implementation of the New Curricula</li><li>• On the implementation of Synchronous and asynchronous classes</li></ul>		Notice of Meetings/Routing Slip	Conducted during regular monthly meetings
Coaching	<ul style="list-style-type: none"><li>• On the making of Test Questionnaire and Table of Specifications</li><li>• On the contents of the new courses offered</li><li>• On the faculty with satisfactory rating on TPES</li></ul>			Notice attached to evaluation form/Routing Slip	Conducted individually

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

  
**ROSARIO P. ABELA**  
 Immediate Supervisor

Noted by:

  
**BAYRON S. BARREDO**  
 Next Higher Supervisor

## TRACKING TOOL FOR MONITORING TARGETS

Major Final Output/ Performance Indicator	TASK	ASSIGNED TO	DURA- TION	TASK STATUS			REMARKS
				Jan - Apr 2024	May - Aug 2024	Sept - Dec 2024	
<b>MFO 1 Advanced Education Services</b>							
<b>OVPAAs MFO1. Graduate Degree Program Management Services</b>							
PI 1. Percentage of graduate school faculty engaged in research work applied in  a. Pursuing advanced research degree program	Monitor the number of faculty pursuing research degree program for 2024	Dept. Head & Faculty	Jan.- Dec. 2024			On- going	April Jae Custodio, Krizia Garingalao, Marievic Peñalosa, Sheerwina Balotite and Ananias Yunzal
b. actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)	Monitor the number of faculty pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)	Dept. Head & Faculty	Jan.- Dec. 2024			On- going	VSU-IHS
<b>OVPAAs MFO2. Graduate Student Management Services</b>							
PI 4. Total FTE coordinated, implemented & monitored	Coordinate, implement and monitor the FTE for 2 <sup>nd</sup> Semester, 2023-2024, Summer, 2024 & 1 <sup>st</sup> Semester, 2024-2025	Dept. Head & Faculty	Jan.- Dec. 2024			Com plete d	
PI 8. Number of graduate students advised	Advise graduate students	Dept. Head & Faculty	Jan.- Dec. 2024			Advis ed	
PI 9. Number of Instructional materials developed	Develop instructional materials	Dept. Head & Faculty	Jan.- Dec. 2024			Deve loped	
PI 10. Number of virtual classrooms created and operationalized	Create and operationalize virtual classrooms	Dept. Head & Faculty	Jan.- Dec. 2024			Creat ed and Oper ation alize d	
<b>MFO 2. Higher Education Services</b>							
PI 1: Total FTE Monitored	Monitor FTE for 2 <sup>nd</sup> sem 2023-2024, Summer 2023-2024 and 1 <sup>st</sup> sem 2024-2025	Dept. Head & Faculty	Jan.- Dec. 2024			Com plete d	Accomplishe d 100% of the target



<b>PI 4:</b> Number of graduates in mandated programs graduated within the prescribed period	Monitor graduating BEEd, BECED and BSEd (major in Science, Soc Stud, Engl, Math & Filipino) students	Dept. Head & Faculty	Jan.-Dec. 2024			Monitored	242 graduates for school year 2023-2024
<b>PI 8:</b> Number of students advised	Advise on thesis/field practice/special problem and on consultation	Dept. Head & Faculty	Jan.-Dec. 2024			Advised	Accomplished beyond target
<b>PI 9:</b> Number of student organizations advised/ assisted	Advise/assist CE student organization	Dept. Head & Faculty	Jan.-Dec. 2024			Advised	Accomplished beyond target
<b>PI 10:</b> Number of instructional materials developed/ revised	Prepare online courseware, materials and tools	Dept. Head & Faculty	Jan.-Dec. 2024			Prepared	Accomplished beyond target
<b>PI 12:</b> Percentage of first-time licensure exam takers that pass the licensure exams	Monitor the performance of students taking the exam	Dept. Head & Faculty	Jan.-Dec. 2024	Completed			Accomplished beyond target (95%)
<b>PI 13:</b> Percentage of graduates (2 years prior) that are employed	Conduct BEEd, BECED, BSEd graduate tracer study	Dept. Head & Faculty	Jan.-Dec. 2024			Conducted	Only 90 out of 267 responses yet
<b>PI 14:</b> Percentage of undergraduate students enrolled in CHED-identified and RDC-identified priority programs	Comply with CHED-RQAT and COPC requirements for the BEEd, BECED and BSEd program	Dept. Head & Faculty	Jan.-Dec. 2024		Completed	Completed	With certificate of compliance from CHED
<b>PI 15:</b> Percentage of undergraduate programs with accreditation	Accredited with AACUP Level I	Dept. Head & Faculty	Jan.-Dec. 2024			Accredited	Subjected to AACUP Level II in BSEd and BECED
<b>PI 20:</b> Number of programs applying for COPC	Comply in the application for COPC for all programs	Dept. Head & Faculty	Jan.-Dec. 2024			Complied	COPC compliance for all programs
<b>PI 21:</b> Percentage of faculty rated at least VS by supervisor	Conduct class observation	Dept. Head & Faculty	Jan.-Dec. 2024	Completed		Conducted	All faculty were rated with at least VS
<b>PI 22:</b> Percentage of courses offered with approved course syllabi	Prepare syllabus for all courses offered	Dept. Head & Faculty	Jan.-Dec. 2024	Completed		Prepared and submitted revised syllabus	All courses with approved syllabus
<b>PI 24:</b> Percentage of courses offered with final grades submitted within the allowable period	Submit grades on or before the deadline	Dept. Head & Faculty	Jan.-Dec. 2024		Completed	Submitted online	One subject grade sheet not yet submitted



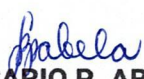
PI 25: Percentage of IFWs submitted to OVPA on time	Submit IFW to OVPA on time	Dept. Head & Faculty	Jan.-Dec. 2024		Completed	Submitted and approved	All faculty were able to submit IFW
<b>MFO 3. Research Services</b>							
PI 2: Number of research outputs presented in regional/ national/ int'l fora/ conferences	Present research outputs in national and international fora/conference	Dept. Head & Faculty	Jan.-Dec. 2024		On-going	On-going	To be accomplished
PI 4: Number of research proposals submitted/endorsed for funding	Submit research proposal with funding	Dept. Head & Faculty	Jan.-Dec. 2024		On-going	On-going	To be accomplished
<b>MFO 4. Extension Services</b>							
PI 2: Number of training conducted	Conduct extension activities	Dept. Head & Faculty	Jan.-Dec. 2024		On-going	On-going	To be accomplished
PI 4: Number of beneficiaries	At least one (1) group with 25 individuals	Dept. Head & Faculty	Jan.-Dec. 2024		On-going	On-going	To be accomplished
PI 5: Number of technical/expert services	Act as research mentor, resource person	Dept. Head & Faculty	Jan.-Dec. 2024		On-going	On-going	To be accomplished
PI 7: Number of extension proposal submitted	Submit extension proposal	Dept. Head & Faculty	Jan.-Dec. 2024		On-going	On-going	To be accomplished
<b>MFO 5. Support to Operations</b>							
PI 1: Number of faculty pursuing advanced research degree programs facilitated, monitored and assisted	Faculty are pursuing graduate studies	Dept. Head & Faculty	Jan.-Dec. 2024		On-going	On-going	April Jae Custodio, Krizia Garingalao, Marievic Peñalosa, Sheerwina Balotite and Ananias Yunzal
PI 3: Number of faculty granted with internal fellowship grants	Faculty availed for university grant	Dept. Head & Faculty	Jan.-Dec. 2024		On-going	On-going	April Jae Custodio, Krizia Garingalao, Marievic Peñalosa, Sheerwina Balotite and Ananias Yunzal
PI 5: Number of faculty sent for training, seminars, conferences	Recommend faculty to attend training	Dept. Head & Faculty	Jan.-Dec. 2024		On-going	On-going	21 faculty were recommended and approved for training
PI 8: Number of faculty recruited/hired based on	Hire regular and part-time instructors	Dept. Head & Faculty	Jan.-Dec. 2024			Completed	Hired 6 Part-time instructors



needed competencies and aligned with ISO standards							for 1 <sup>st</sup> Semester, 2024-2025
<b>PI 5:</b> Percentage of faculty rated by students with at least very satisfactory rating of the subjects evaluated	Faculty are rated with VS/O	Dept. Head & Faculty	Jan.-Dec. 2024				All faculty were rated at least VS
<b>PI 1:</b> Number of degree programs which passed accreditation/evaluation at least level 1	AACCUP accredited for all programs	Dept. Head & Faculty	Jan.-Dec. 2024	Completed			Accredited in AACCUP for all programs
<b>PI 4:</b> Number of activities organized/attended/assisted/participated/facilitated	Attend activities in relation to program accreditation	Dept. Head & Faculty	Jan.-Dec. 2024	Completed			Attended the AACCUP program accreditation workshop
<b>PI 5:</b> 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	Comply 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	Dept. Head & Faculty	Jan.-Dec. 2024			Complied	No NC and some OFI were still open
<b>MFO 6. General Admin &amp; Support Services</b>							
<b>PI 1.</b> Zero percent complaint from clients served	Zero percent complaint from clients served	Dept. Head & Faculty	Jan.-Dec. 2024				No complaint received
<b>PI 2:</b> Submission of College/Department PPMP for the following year within deadline as prescribed by BAC*	Submit PPMP	Dept. Head & Faculty	Jan.-Dec. 2024			Completed	Submitted under general fund and STF
<b>PI 3.</b> Number of coaching sessions among faculty & staff	Conduct coaching among faculty and staff	Dept. Head & Faculty	Jan.-Dec. 2024				
<b>PI 4:</b> Number of planning sessions, tracking and monitoring of targets	Conduct planning sessions	Dept. Head & Faculty	Jan.-Dec. 2024				Conducted planning and monitoring during meetings
<b>PI 5.</b> Number of monthly/special faculty & staff meetings conducted	Conduct department monthly/ special meeting	Dept. Head & Faculty	Jan.-Dec. 2024			Conducted	Conducted 3 regular meetings
<b>PI 8:</b> Number of departments/ institutes/ offices supervised	Supervise the DTE office	Dept. Head & Faculty	Jan.-Dec. 2024			Supervised	DTE is supervised by designated

							head
<b>PI 9:</b> Number of routinary documents acted	Provide assistance in processing of documents	Dept. Head & Faculty	Jan.-Dec. 2024			Done	937 documents acted, accomplished beyond the target
<b>PI 10:</b> Number of committee meetings conducted	Conduct committee meetings	Dept. Head & Faculty	Jan.-Dec. 2024			Conducted	To be arranged by committees
<b>PI 12:</b> Number of memoranda prepared	Prepare memoranda	Dept. Head & Faculty	Jan.-Dec. 2024			Prepared	Prepared by department head as needed
<b>PI 13:</b> Percentage of faculty and staff submitted a DTR every month	Submit DTR every month	Dept. Head & Faculty	Jan.-Dec. 2024			Submitted	Submitted DTR more or less 60% of the faculty members on time
<b>PI 15:</b> Percentage of action plans implemented and monitored as scheduled	Implement and monitor action plans	Dept. Head & Faculty	Jan.-Dec. 2024			Implemented	Continual monitoring of targets
<b>PI 16:</b> Percentage of monthly accomplishment report submitted on time	Submit accomplishment report	Dept. Head & Faculty	Jan.-Dec. 2024			Submitted	Department head submits monthly accomplishment (100%)

Prepared by:

  
**ROSARIO P. ABELA**  
Unit Head



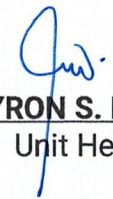
**PERFORMANCE MONITORING FORM**Name of Employee: **ROSARIO P. ABELA**

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 graduate & undergraduate courses	18 FTE	1st week of August 2024	Before the end of semester	December 2024	Very Impressive	Outstanding	7.25 and 14.45 FTE for graduate and undergraduate courses respectively
2	Develop on-line courseware, supplemental learning resources & assessment tools	Develop 25 supplemental learning & 35 assessment tools	1st week of August 2024	Before the end of semester	December 2024	Impressive	Very Satisfactory	Develop 25 supplemental learning & 35 assessment tools
3	Develop virtual classroom	Develop 1 virtual classroom	1st week of August 2024	Before the end of semester	December 2024	Impressive	Very Satisfactory	None within the evaluation period
4	Prepare research proposal	Prepare 1 research proposal	1st week of August 2024	Before the end of semester	December 2024	Impressive	Very Satisfactory	Completed
5	Conduct Extension Activity	Conduct 1 Extension Activity	1st week of August 2024	Before the end of semester	December 2024	Very Impressive	Outstanding	Conducted 1 Extension Activity

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

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

Prepared by:

  
**BAYRON S. BARREDO**  
 Unit Head

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: ROSARIO P. ABELA

Performance Rating: 4.71

Aim: Increase involvement in research and extension activities

Produce instructional materials on courses handled

Present and Publish Research

Proposed Interventions to Improve Performance:

Date: June 2024

Target Date: July to December 2024

First Step: Attend Seminars, Trainings, and workshops

Develop at least one Instructional Material

Write Research Proposals for Funding

Result:

Date: June 2024 Target Date: July to December 2024

Next Step: Conduct In-service Training

Submit Instructional Materials for ISBN or copyright

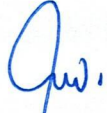
Submit Proposals for Funding

Outcome: Published Books/ instructional materials and Research

Final Step/Recommendation:


Conduct Research, Trainings and Extension Activities

Prepared by:

  
**BAYRON S. BARREDO**

Unit Head

Conforme:

  
**ROSARIO P. ABELA**  
Name of Ratee Faculty/Staff





**TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING**

**Second Semester AY 2023-2024**

**Name of faculty:** ABELA, ROSARIO P.

**Department:** Dept. of Teacher Education

**College:** College of Teacher Education

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Numerical	Adjectival	
ECed 101	CHILD DEVELOPMENT	LEC	4.00	Very Satisfactory	80.0%
PrEd 154b	FIELD STUDY 2: PARTICIPATION AND TEACHING ASSISTANTSHIP	LAB	5.00	Outstanding	100.0%
ECed 110	LITERACY DEVELOPMENT	LEC	5.00	Outstanding	100.0%
ECed 106	NUMERACY DEVELOPMENT	LEC	5.00	Outstanding	100.0%
EDUC202	HUMAN DEVELOPMENT & LEARNING THEORY	LEC	5.00	Outstanding	100.0%
Average Rating			4.80	Outstanding	96.00%

**Source:** Results of Teaching Performance Evaluation by Students filed at IEO

**Legend:**

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory (S)

3.50 – 4.49 Very Satisfactory (VS)

4.50 – 5.00 Outstanding (O)

**Prepared by:**

VANESSA W. NAZAL

TPES in-Charge

Date: 10-30-2024

**Attested by:**

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: 10-31-2024

**Received by:**

ABELA, ROSARIO P.

Name and Signature of Faculty

Date: 11/21/2024

*Distribution of copies: IEO, College, Department, Faculty (all in original signature)*

