

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

Name of Faculty Member:

AVELINA V. OCLINARIA

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Faculty (30%)	30%	5.00	1.50
b. Students (70%)	70%	4.83	3.38
TOTAL for Instruction	90%		4.39
2. Research	2.5%	5.00	0.13
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			4.893

EQUIVALENT NUMERICAL RATING: 4.893

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.893

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

AVELINA V. OCLINARIA

Name of Faculty

Reviewed by:

GUIRALDO C. FERNANDEZ, JR.

Department Head

Recommending Approval:

CANDELARIO L. CALIBO

Dean, CAS

Approved by:

BEATRIZ S. BELONIAS

Vice President for Instruction

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, AVELINA V. OCLINARIA, 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 2019**

AVELINA V.OCLINARIA

Approved: GUIRALDO C. FERNANDEZ, JR.

Head of Unit

[illegible]

Average Rating (Total Over-all rating divided by no. of entries)		5.00
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		5.00
ADJECTIVAL RATING		OUTSTANDING

Evaluated & Rated by:

GUIRALDO C. FERNANDEZ, JR.

Department Head

Date: _____

Recommending Approval:

CANDELARIO L. CALIBO

College Dean

Date: _____

Comments & Recommendations for Development

Purpose: Ms. Oclinaria serves the department well doing what is expected of her as a faculty member of DLABS. Yet, she should always keep in her mind that there is always room for improvement.

Approved:

BEATRIZ S. BELONIAS

Vice-President for Instruction

Date: _____

PERFORMANCE MONITORING FORM

Name of Employee: AVELINA V. OCLINARIA

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.	Teaches four (4) GE courses, three (3) Humanities 11, one (1) Soc. Sci 16, one (1) Reading in Philippine History, one (1) Philippine History	Regular attendance in the assigned classes, grade sheet per courses taught, and good result of student performance evaluation	July 2019	December 2019	December 2019	Impressive	Outstanding	
2.	Prepare course syllabi updates	Approved course syllabi in Social Science and Humanities	July 2019	August 2019	August 2019	Impressive	Outstanding	
3.	Submission of midterm grades and final grades	Grades submitted to registrar	July 2019	December 2019	December 2019	Impressive	Outstanding	
4.	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	Sept 2019	Sept 2019	Sept 2019	Impressive	Outstanding	

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

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

Prepared by:

GUIRALDO C. FERNANDEZ, JR.

Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Avelina V. Oclinaria

Performance Rating:

Aim: To attend conferences and present paper for publications

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: January, 2019

Target Date: One year from today

First Step:

- a) Look for conference schedules
- b) Decide which conference to participate
- c) Refine paper according to guidelines given

Result:

Has participated in a conference.

Date: June, 2019

Target Date: One year from today

Next Step:

She was advised to refine her papers to be submitted for publication.


Outcome: NA

Final Step/Recommendation: NA

Prepared by:


GUIRALDO C. FERNANDEZ, JR.
Department Head

Conforme:


AVELINA V. OCLINARIA
Faculty