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

Name of Faculty Member: **JOSE CELSO S. PEREZ JR.**

| Program Involvement (1) | Percentage Weight of Involvement (2) | Numerical Rating (Rating x%) (3) | Equivalent Numerical Rating (2x3) |
|---|---|---|---|
| 1. Instruction | | | |
|    a. Head/Dean (50%) | | 4.64 | |
|    b. Students (50%) | | 4.29 | |
|   Total for Instruction | 80% | 4.47 | 3.57 |
| 2. Research | | | |
| 3. Extension | 20% | 4.33 | 0.87 |
| 4. Administration | | | |
| 5. Production | | | |
|   TOTAL | | | 4.44 |

| | |
|---|---|
| EQUIVALENT NUMERICAL RATING: | 4.44 |
| Add. Additional Points, if any: | |
| TOTAL NUMERICAL RATING: | 4.44 |
| ADJECTIVAL RATING: | Very Satisfactory |

Prepared by:

**JOSE CELSO PEREZ S. JR.**
Name of Faculty

Reviewed by:

**JOEL Q. MABALHIN**
Department Head

Recommending Approval:

**BAYRON S. BARREDO**
Dean

Approved:

**BEATRIZ S. BELONIAS**
VP for Academic Affairs

**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)**

I, <u>JOSE CELSO S. PEREZ, JR.</u>, a faculty member of the <u>DEPARTMENT OFTEACHER EDUCATION</u> commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period <u>JANUARY-JUNE 2021</u>.

Approved:

**JOSE CELSO S. PEREZ, JR.**
Instructor I
Date: July 12, 2021

**JOEL Q. MABALHIN**
Department Head
Date: 07-14-2021

**BAYRON S. BARREDO**
College Dean
Date:

| 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 | Eficiency | 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 | 0 | 0 | | | | | |
| | **PI 8:** Number of graduate students advised * | A2. Number of students advised | Acts as academic adviser to graduate students | 0 | 0 | | | | | |
| | | A3. Number of students advised on thesis/special problem/dissertation | | 0 | 0 | | | | | |
| | | As GAC Chairman | Advises and corrects research outline and thesis/SP/dissertation manuscript | 0 | 0 | | | | | |
| | | AS GAC Member | Advises and corrects research outline and thesis/SP/dissertation manuscript | 0 | 0 | | | | | |
| | | A4. Number of students entertained for consultation purposes | Entertains students seeking consultation with faculty | 0 | 0 | | | | | |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| **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 | 0 | 0 | | | | | |
| | On-line ready courseware | Prepares  Instructional module/laboratory guide/workbook or a combination thereof | 0 | 0 | | | | | |
| | Supplemental learning resources | Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught | 0 | 0 | | | | | |
| | Assessment tools | Prepares  assessment tools such as long exam, quizzes, problems sets, etc. | 0 | 0 | | | | | |
| | 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 | 0 | 0 | | | | | |
| | A 7 : Number of virtual classroom created and operational | Creates virtual classroom using either Moddle or Google Classroom | 0 | 0 | | | | | |
| **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 | 0 | 0 | | | | | |
| **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 | 31.1 | 5 | 5 | 4 | 4.67 | PrEd 190b, PrEd 191, Science 2 (General Biology 1), SHS Immersion |
| | **A10** . Number of grade sheets submitted within prescribed period | Prepares gradesheet and submits on or before deadline | 7 | 11 | 5 | 5 | 4 | 4.67 | |
| | 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 | 0 | 12 | 5 | 5 | 4 | 4.67 | |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | A12. Number of trainings attended related to instruction | Attend mandated trainings | 2 | 2 | 5 | 4 | 5 | 4.67 | PASUC BOOTCAMP Phase 2, CHED FlexLeap @ USC |
| | | A13. Number of long examinations administered and checked | Administers and checks long examination for subjects taught | 0 | | | | | | |
| | | A14. Number of quizzes administered and checked | Prepares and checks quizzes for lec and lab | 10 | 10 | 4 | 5 | 4 | 4.33 | |
| | | A15. Number of lab reports and term papers checked and graded | Checks lab reports and term papers submitted as required | 0 | | | | | | |
| | PI 8: Number of students advised: * | A16. Number of students advised: | Acts as academic adviserto students | 30 | 137 | 5 | 5 | 4 | 4.67 | |
| | | A17. Number of students advised on thesis/ field practice/special problem: | | | | | | | | |
| | | As SRC Chairman | Advises, and corrects research outline and thesis/SP manuscript | 0 | | | | | | |
| | | As SRC Member | Advises and corrects research outline and thesis/SP manuscript | 0 | | | | | | |
| | | A18. Number of students entertained for consultation purposes | Entertains students consulting on subject taught, thesis and grades | 10 | 10 | 5 | 5 | 4 | 4.67 | |
| | PI 9: Number of student organizations advised/ assisted * | A19. Number of Student organizations advised | Advises student organizations recognized by USOO | 0 | | | | | | |
| | | A20. Number of Student organizations assisted on student related activities | Assists student organizations in implementing student related | 0 | | | | | | |
| | PI 10: Number of instructional materials developed * | A 21 : Number of on-line course ware developed and submitted : | Prepares and submits for review by the Technical Review Panel | 2 | 2 | 5 | 5 | 4 | 4.67 | |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | On-line ready courseware | Prepares Instructional module/laboratory guide/workbook or a combination thereof | 2 | 2 | 5 | 4 | 4 | 4.33 |
| | | Supplemental learning resources | Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught | 8 | 21 | 5 | 5 | 4 | 4.67 |
| | | Assessment tools | Prepares assessment tools such as long exam, quizzes, problems sets, etc. | 8 | 8 | 5 | 5 | 5 | 5.00 |
| | | A 23 : 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 | 0 | | | | | |
| | | A 24 : Number of virtual classroom created and operational | Creates virtual classroom using either Moddle or Google Classroom | 2 | 2 | 5 | 4 | 5 | 4.67 |
| | PI 11. Additional outputs | A 25. Number of Additional outputs accomplished: | | 0 | | | | | |
| | | Program accreditation/evaluation | Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation | 0 | | | | | |
| | | Agency/firm/Industry linkages | Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU | 0 | | | | | |
| | | A 26. Other outputs implementing the new normal due to covid 19 | Designs experiential learning activities and other outputs to implement new normal | 0 | | | | | |
| | | | | | | | | | 4.64 |
| **UMFO 3 . RESEARCH SERVICES** | | | | | | | | | |
| | | | | | | | | | |
| | PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries * | A27. 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 | 0 | | | | | |

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|---|---|---|---|---|---|---|---|---|---|---|---|
| | **PI 2**. Number of research outputs completed within the year * | **A 28**. Number of research outputs completed within the year * | **Conducts and completes research project within the year** | 1 | 0 | | | | | | |
| | **PI 3**. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) * | **A 29.** Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year | **Writes publishable materials out of research outputs and submits for publication** | 0 | | | | | | | |
| | | *In refereed int'l journals* | | 0 | | | | | | | |
| | | *In refereed nat'l/regional journals* | | 0 | | | | | | | |
| | **PI 4**. Number of research outputs presented in regional/national/ int'l fora/conferences | **A 30.** Number of research outputs presented in regional/national/ int'l fora/conferences * | **Prepares, submits and presents research paper in scienfic for a/conferences** | 0 | | | | | | | |
| | | *In int'l fora/conferences* | | 0 | | | | | | | |
| | | *In nat'l/regional fora/conferences* | | 0 | | | | | | | |
| | **PI 5.** Percent of research proposals approved * | **A 31.** Percentage of of research proposals prepared, submitted and approved | **Prepares research proposals, submits and follows up its approval for immediate implementation** | 0 | | | | | | | |
| | **PI 6**. Additional outputs* | **A 32**. No. of research-related awards (research conducted by faculty or student w/ faculty) | | 0 | | | | | | | |
| | | **A 33**. 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** | 0 | | | | | | | |
| | | **A 34**. Number of UMs submitted to ITSO, VSU | **Prepares and submits application for UM of technology generated out of research output** | 0 | | | | | | | |
| | | **A 35**.Other outputs implementing the new normal due to covid 19 | **Designs research related activities and other outputs to implement new normal** | 0 | | | | | | | |

| UMFO 4. EXTENSION SERVICES | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities | A 36. 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 | 0 | 1 | 4 | 4 | 4 | 4.00 | "I Can Do It" Action Research Workshop with DepEd Ormoc City Division |
| PI 2. Number of trainees weighted by the length of training | A 37. Number of trainees weighted by the length of training | Conducts trainings among beneficiaries of technologies for transfer | 0 | | | | | | |
| PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs | A 38. Number of extension programs/projects implemented | Implementes duly approved extension projects | 0 | 1 | 5 | 4 | 5 | 4.67 | "I Can Do It" Action Research Workshop with DepEd Ormoc City Division |
| PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance | A 39. 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 | 0 | | | | | | |
| PI 5. Number of technical/expert services | A 40. Number of technical/expert services as/in: | Provides the technical and expert services requested by beneficiaries | 0 | | | | | | |
| Research Mentoring | Research Mentor | | 0 | | | | | | |
| Peer reviewers/Panelists | Peer reviewers/Panelists | | 0 | | | | | | |
| Resource Persons | Resource Persons | | 0 | | | | | | |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | *Convenor/Organizer* | *Convenor/Organizer* | | 0 | | | | | | |
| | *Consultancy* | *Consultant* | | 0 | | | | | | |
| | *Evaluator* | *Evaluator* | | 0 | | | | | | |
| | **PI 8.** Percent of extension proposals approved * | **A 41.** Percent of extension proposals approved * | Prepares extension project proposals, submits and follow up its approval for immediate implementation | 0 | | | | | | |
| | **PI 11**. Additional outputs * | **A 42**. No. of extension-related awards (extn. conducted by faculty or student & faculty) * | | 0 | | | | | | |
| | | **A 43**.Other outputs implementing the new normal due to covid 19 | Designs extension related activities and other outputs to implement new normal | 0 | | | | | | |
| | | | | | | | | | 4.33 | |

## UMFO 5. SUPPORT TO OPERATIONS

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **OVPI MFO 4. Program and Institutional Accreditation Services** | | | | | | | | | | |
| | **PI 8**.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* | **A 44**. Compliance to all requirements of theQMS 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 | | | | | |
| | | **A 45**. Compliance to all requirements of the program and institutional accreditations: | Prepares required documents and complies all requirements as prescribed in the accreditation tools | 0 | 100% compliant | | | | | |
| | | On program accreditations | | 0 | | | | | | |
| | | On institutional accreditations | | 0 | | | | | | |

## UMFO 6. General Admin. & Support Services

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| **PI 2**. Zero percent complaint from clients served | **A 46**. Customerly friendly frontline services | Provides customer friendly frontline services to clients | 0 | Zero % complaint | | | | | |
| **PI 3**: Additional Outputs | **A 47**. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies * | Initiates/introduces improvements in performfing functions resulting to best practice | 0 | 0 | | | | | |
| | **A 48**.Other outputs implementing the new normal due to covid 19 | Designs administration/management related activities and other outputs to implement new normal | 0 | 0 | | | | | |
| **Total Over-all Rating** | | | | | 68 | 65 | 60 | 64.33 | |
| **Average Rating** | | | | | 4.9 | 4.6 | 4.3 | 4.60 | |
| **Adjectival Rating** | | | | | O | O | VS | O | |

Comments & Recommendations for Development Purpose:

*Your effort to make our instructions and materials clean is essential and much appreciated. Goodluck to your study leave.*

Evaluated & Rated by:

JOEL Q. MABALHIN
Head, Department of Teacher
Date: 07-14-2021

Recommending Approval

BAYRON S. BARREDO
Dean, College of Education
Date: 7-15-2021

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: 7/22/21

Exhibit I

## PERFORMANCE MONITORING FORM

Name of Employee: **JOSE CELSO S. PEREZ JR.**

| 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 | 18 FTE | 1st week of January, 2021 | Before the end semester | May, 2021 | Very Impressive | VS | 31.10 FTE |
| 2 | Develop on-line courseware, supplemental learning resources & assessment tools | Develop 2 course ware, 8 supplemental learning & 8 assessment tool | 1st week of January, 2021 | Before end of the semester | June, 2021 | Impressive | VS | Developed 2 course ware, 21 supplemental learning & 8 assessment tool for IHS and DTE |
| 3 | Develop virtual classroom | Develop 1 vrtual classroom | 1st week of January, 2021 | Before end of the semester | May, 2021 | Impressive | VS | Developed 4 Virtual Classrooms for IHS and DTE |
| 4 | Conduct Extension Activity | Conduct 1 Extension Activity | 1st week of January, 2021 | Before end of the Semester | March, 2021 | Very Impressive | Outstanding | Conducted 1 Extension Activity |

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

** Outstanding, very satisfactory, satisfactory, unsatisfactory

Prepared by:

**JOEL Q. MABALHIN**
Unit Head

# EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **JOSE CELSO S. PEREZ JR.**
Performance Rating: **4.60**

Aim: Increases involvement in research and extension activities
     Produces instructional materials on handled
     Present & Publish Research

Proposed Interventions to Improve Performance:

Date:    June, 2021        Target Date: July-December, 2021

First Step:
Attend Seminars, Trainings, and workshop
Develop at least one Instructional Materials
Write Research Proposals for Funding

Result:

Date:    June, 2021        Target Date: July-December, 2021

Next Step:
Conduct In-service Trainings
Submit Instructional Materials for ISBN or copyright
Approved Proposals for Funding

Outcome: Published Books/ instructional materials

Final Step/Recommendation:

Conduct Research, Trainings and Extension Activities

Prepared by:

**JOEL Q. MABALHIN**
Unit Head

Conforme:

**JOSE CELSO S. PEREZ JR.**
Name of Ratee Faculty/Staff

Exhibit L