

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member:

CHERRY N. ROLA

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2x3)
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Faculty	100%	5.00	5.00
b. Students	0%		0.00
TOTAL for Instruction	95%		4.75
2. Research	2.5%	5.00	0.13
3. Extension	2.5%		0.00
4. Production			
5. Administration/Other Services			
TOTAL			4.875

EQUIVALENT NUMERICAL RATING: 4.875

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.875

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:


CHERRY N. ROLA

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 & REVIEW FORM (IPCR)

I, CHERRY N. ROLA, a faculty member of the DEPARTMENT OF LIBERAL ARTS AND BEHAVIORAL SCIENCES 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 JANUARY-JUNE 2020.


CHERRY N. ROLA
 Asst.Prof.2
 Date:

Approved:

GUIRALDO C. FERNANDEZ, JR.
 Department Head
 Date:


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

		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	N/A						
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	N/A						
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	N/A						
		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	N/A						
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	N/A						
	<u>PI 10</u> . Additional outputs:	<u>A 8. Other outputs implementing the new normal due to covid 19</u>	Designs experiential learning activities and other outputs to implement new normal	N/A						
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	<u>PI 5</u> : Total FTE, coordinated, implemented and monitored *	<u>A9</u> . Actual Faculty's FTE	Handles and teaches courses assigned	18 units per semester	31.8	5	5	5	5.00	HUMN11(4 SEC); ELST106(1 SEC);ENGL11E(1 SEC)
		<u>A10</u> . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	12	16	5	5	5	5.00	HUMN11(4 SEC); ELST106(1 SEC);ENGL11E(1 SEC)
		<u>A 11</u> . 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	4	2	5	5	5	5.00	NINA AYUBAN, NUDALO,
		<u>A12</u> . Number of trainings attended related to instruction	Attend mandated trainings	2	2	5	5	5	5.00	DLABS SPONSORED TRAINING
		<u>A13</u> . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	35	35	5	5	5	5.00	HUMN11(4 SEC); ELST106(1 SEC);ENGL11E(1 SEC)
		<u>A14</u> . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	35	35	5	5	5	5.00	HUMN11(4 SEC); ELST106(1 SEC);ENGL11E(1 SEC)

		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	N/A						
	PI 8: Number of students advised: *	A16 . Number of students advised:	Acts as academic advisor to students	20	20	5	5	5	5.00	ABELS Students
		A17 . Number of students advised on thesis/ field practice/special problem:		3	3	5	5	5	5.00	Thesis Adviser of Berrame, Villafane, and Martus
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	3	3	5	5	5	5.00	THESIS OF Berrame, Villafane, Martus
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	2	2	5	5	5	5.00	Thesis of Montabon and Pil
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	10	5	5	5	5.00	Thesis Advisees, Thesis of Montabon, and Students in the Humn 11, Engl 11e
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	5	5	5	5.00	ABELS Society
		A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	2	2	5	5	5	5.00	ABELS Orientation; English Month handled by ABELS stydents
	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	na						
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	2	5	5	5	5.00	Elst 106; Engl 111
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	6	5	5	5	5.00	HUMN11(4 SEC); ELST106(1 SEC);ENGL11E(1 SEC)
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	10	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	N/A	N/A					
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	2	2	5	5	5	5.00	Elst 106; Engl 111

	PI 11. Additional outputs	A 25. 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	1	0	0	0	0		
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	N/A						
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	2	2	5	5	5	5.00	Elst 106; Engl 111
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	none	none					
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research oroject within the year							
	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	1	2	5	5	5	5.00	A COMPARATIVE ANALYSIS OF ARIMA &FEED FORWARD NEURAL NETWORK PROGNOSTIC MODEL FOR BULL SERVICES; APPLICATION OF MODIFIED MITSERLICH EQUATION TO YELLOW CORN HYBRID CORN OPTIMIZED NUTRIENT E-ADVISOR
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>								
	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	1	0	0	0	0		
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								

	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							
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)								
		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							
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	1	1	5	5	5	5.00	Learning Guide in Elst 106
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	none						
	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	none						
	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	none						
	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	N/A						

	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	N/A						
	Research Mentoring	Research Mentor								
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant								
	Evaluator	Evaluator								
	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							
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *								
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
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 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						
		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	100% compliant						
		On program accreditations								
		On institutional accreditations								
UMFO 6. General Admin. & Support Services (GASS)										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients		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 performing functions resulting to best practice							
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
	Total Over-all Rating								95.00	
	Average Rating								5.00	
	Adjectival Rating								O	


Average Rating (Total Over-all rating divided by number of entries)	5.00
Additional Points:	
Approved Additional points (with copy of approval)	
FINAL RATING	5.00
ADJECTIVAL RATING	OUTSTANDING

Comments & Recommendations for Development Purpose: Dr. Rola serves the department with integrity and commitment. Her dedication to work enables her to submit her deliverables with accuracy and on time.

Evaluated & Rated by:


GUIRALDO C. FERNANDEZ, JR.
 Department Head
 Date:

Recommending Approval


CANDELARIO L. CALIBO
 Dean, _____
 Date:

Approved by:


BEATRIZ S. BELONIAS
 Vice/President for Instruction
 Date:

PERFORMANCE MONITORING FORM

Name of Employee: CHERRY N. ROLA

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.	Prepares course syllabus	Approved course syllabi in ELSt 108	January 2020	January 2020	January 2020	Impressive	Outstanding	
2.	Teaches one major subject (Stylistics) and and two GE courses, Humn 11 (4 sections) and Engl11e (1 section)	Regular attendance in the assigned classes, grade sheet per courses taught, and good result of student performance evaluation	January 2020	June 2020	June 2020			
3.	Advises students' thesis (3 advisees)	Corrected outputs of students	January 2020	June 2020	June 2020	Impressive	Outstanding	
4.	Prepares coursewares for major (Elst 106 and Elst 111) subjects	Approved coursewares in Elst 106 and Elst 111	April 2020	June 2020	June 2020			
5.	Participate in all activities conducted by the department, college and the university	Attendance	March 2020	March 2020	March 2020	Impressive	Outstanding	
6.	Facilitates submission of documents for graduating students	Transmittal and Approval Sheet	June 2020	June 2020	June 2020			

* 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: Cherry N. Rola

Performance Rating:

Aim: To submit papers for publications

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

Date: June, 2020

Target Date: One year from today

First Step:

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

Result:

Has submitted papers for publication.

Date: June, 2020

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:


CHERRY N. ROLA
Faculty