

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: BELJUN P. ENAYA

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Faculty	25%	4.83	1.21
b. Students	75%	4.33	3.25
TOTAL for Instruction	90%		4.01
2. Research	4.0%	4.00	0.16
3. Extension	4.0%	3.50	0.14
4. Production	1.0%	5.00	0.05
5. Administration/Other Services	1.0%	5.00	0.05
TOTAL			4.41

EQUIVALENT NUMERICAL RATING: 4.41

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.41

ADJECTIVAL RATING: VERY SATISFACTORY

Prepared by:

BELJUN P. ENAYA
Name of Faculty

Reviewed by:

GUIBALDO C. FERNANDEZ, JR.
Department Head

Recommending Approval:

CANDELARIO L. CALIBO
Dean, CAS

Approved by:

BEATRIZ S. BELONIAS
Vice President for Instruction

"Exhibit B"

I, **BELJUN P. ENAYA**, 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 **JULY-DECEMBER 2018**

BELJUN P. ENAYA

Ratee

Approved: **GUIRALDO G. FERNANDEZ, JR.**

Head of Unit

MFO No.	Description of MFO & PAPs	Success/Performance Indicators	Program/Activities/Projects	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
							Q ¹	E ²	T ³	A ⁴	
MF01	Higher Education	Full Time Equivalent	Teaching	Teaches Social Science subjects	18.00	29.30	4.3	4.33	4.33	4.33	
		Number of Instructional Materials Developed/Revised and Utilized									
		* Revised IMs within the last 3 years	Author/Compiler	Revises course syllabi in Philo 11	1	1	5	5	5	5	
		* Powerpoint presentations prepared	Author/Compiler								
		Student Advising and Consultation Services									
		* Number of organizations advised		DebSoc	1	1	5	5	5	5	
		* Number of hrs per week spent on student consultation	Consultation		3	6	5	5	5	5	
				SUB-TOTAL						19.33	
MF02	Research	Number of Outputs Presented in Regional/National/International For a/Conferences		Paper Presenter	1	1	3	3	3	3.00	8th Social Ethics Society Philosophical Conference
		Number of papers published in other peer-reviewed publications (proceedings, books, monographs, etc.)	Book	Co-author	1	1	5	5	5	5.00	Ethics
				SUB-TOTAL						8.00	
MF04	Extension	Number of trainings/seminars attended	Training	Resource Person	1	2	5	5	5	5.00	Orientation Seminar on General Education Courses at Naval, Biliran
				Participant	1	1	2	2	2	2.00	Extension Proposal Training, OVPRE
				SUB-TOTAL						7.00	
MF04	Support to Students/Production	Number of quizzes prepared and checked		Phil 11, Flng 110	20	30	5	5	5	5.00	
		Number of midterm and final exams prepared and checked.		Phil 11, Flng 110	4	4	5	5	5	5.00	
		Number of oral recitations graded/evaluated		Phil 11, Flng 110	4	6	5	5	5	5.00	

		Number of midterm and final gradesheets submitted		Phil 11, Fing 110	2	4	5	5	5	5.00	
				SUB-TOTAL						20.00	
MF05	General Admin & Support Services	Number of participation on the events/program in the dept, college, univ. and other offices		Participant & Moderator	1	2	5	5	5	5.00	Debate Moderator; DLABS Anniversary
		Number of committees served		Member & Chair	1	3	5	5	5	5.00	Cleanliness, Beautification, Maintenance & Physical Facilities Comm; Social Science Curriculum Committee; DLABS Academic Personnel Committee
		Number of meetings attended	Meetings		2	3	5	5	5	5.00	
				SUB-TOTAL						15.00	

Average Rating (Total Over-all rating divided by number of entries)		4.62
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.62
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose: *Though Mr. Enaya is an excellent teacher, he has to continue striving for excellence.*

Evaluated & Rated by:

GUIRALDO C. FERNANDEZ, JR.

Department Head

Date: _____

Recommending Approval:

CANDELARIO L. CALIBO

College Dean

Date: _____

Approved:

BEATRIZ S. BELONIAS

Vice-President for Instruction

Date: _____

Exhibit I

PERFORMANCE MONITORING FORMName of Employee: **Beljun P. Enaya**

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) courses subjects (ScSc12n, Phil 11, Fling 110, Fling 110h)	Attendance sheets of the assigned classes, grade sheet per courses taught, and good result of student performance evaluation	August 2018	December 2018	December 2018	Impressive	Outstanding	Improve performance with respect to students' comments on TPES.
2	Assist students' concerns through students consultation	Improved student performance	August 2018	December 2018	December 2018	Impressive	Outstanding	Provide more interventions for the improvement of students
3	Prepares course syllabi updates	Approved course syllabi in Fling110 , Fling 110h, SocSc11n, Phil 11	August 2018	September 2018	September 2018	Impressive	Outstanding	Follow OBE format as prescribed
4	Submission of midterm grades and final grades	Grades submitted to registrar	August 2018	December 2018	December 2018	Impressive	Outstanding	Met the deadlines for the submission of grades
5	Conduct research	Progress report	August 2018	November 30, 2018		Impressive	Outstanding	On-going
6	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	August 2018	December 2018	November 2018	Impressive	Outstanding	Participates actively in all activities
7	Paper Presentation	Presented Paper in National Conference	August 2018	December 2018	November 2018	Impressive	Outstanding	Presented, advised to publish the paper
8	Conduct trainings	Certificate of recognition, written report	August 2018	December 2018	August 2018	Very Impressive	Outstanding	Follow CHED's requirement for the New GE Courses as prescribed

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

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

Prepared by:

GUIBALDO C. FERNANDEZ, JR.

Department Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Beljun P. Enaya

Performance Rating: Outstanding

Aim: To engage in research or extension projects and improve teaching strategies.

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

Date: August 1, 2018

Target Date: One year from today

First Step:

- a) Required him to be involved on research or extension projects which the Department has started to work on.
- b) Encouraged to present papers in conferences

Result:

He has already conducted few researches and presented a paper to a national conference. He has also submitted another paper for next year's conference.

Date: August 1, 2018

Target Date: August 2019

Next Step:

He was advised to employ more teaching strategies based on the evaluation of the students and improve research techniques.

Outcome: NA

Final Step/Recommendation: NA

Prepared by:


GUIRALDO C. FERNANDEZ, JR.
Department Head

Conforme:


BELJUN P. ENAYA
Faculty/Ratee