

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member:

SUSAN M. ENAGE

Program Involvement (1)		Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1.	Instruction			
	a. Head (50%) from IPCR	0.50	3.12	1.56
	b. Student (50%) from Teaching Performance Eval'n. By-Students	0.50	5.00	2.50
Total for Instruction		100%	4.06	4.06
2.	Administration and Support Services			
TOTAL		100%	TOTAL EQUIVALENT NUMERICAL RATING	4.06

EQUIVALENT NUMERICAL RATING:

4.06

Add: Additional Points, if any:

-

TOTAL NUMERICAL RATING:


4.06

ADJECTIVAL RATING:

**Very
Satisfactory**

Prepared by:

Reviewed by:


SUSAN M. ENAGE
Name of Faculty


SHALOM GRACE C. SUGANO
Department Head

Recommending Approval:


ALELI A. VILLOCINO
Dean/Director

Approved:


BEATRIZ S. BELONIAS
Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **SUSAN M. ENAGE**, of the **VSUIHS** commits to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period July, 2019 to December 2019.


SUSAN M. ENAGE

Ratee

Approved:


SHALOM GRACE C. SUGANO, Ph.D.

Head of Unit

MFO & PAPS	Success Indicator	Task Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	E ²	A ⁴	
Secondary Education	FTE	Taught Junior High School courses	12	49.65	3.5	3.5	3.5	3.5	Filipino 7 & Filipino 9
	Number of Instructional Materials developed/revised and Utilized: - Course outline	Developed course outline before classes start	1	1	3.5	3.5	3.5	3.5	Filipino 9
	Revised	Revised course outline before classes starts	1	2	3.5	3.5	3.5	3.5	Filipino 7 & Filipino 9
	- Syllabus Developed	Developed syllabus	1	2	3.5	3.5	3.5	3.5	Filipino 7 & Filipino 9
	Revised	Revised syllabus	1	1	3.5	3.5	3.5	3.5	Filipino 7
	- Instructional materials	Developed IMs and power presentations before classes start	3	7	3.5	3.5	3.5	3.5	Filipino 7 & Filipino 9
		Teaching guide, Lab. Manuals revised	1	1	3.5	3.5	3.5	3.5	Filipino 7 & Filipino 9

	Number of Student Teachers/field students advised <ul style="list-style-type: none"> • Student teachers 	Cooperating teacher	1	2	3.5	3.5	3.5	3.5	DTE students
	<ul style="list-style-type: none"> • Field study students • Number of student-related activities assisted 	Cooperating teacher Assisted student-related activities	3 3	8 7	3.5 3.5	3.5 3.5	3.5 3.5	3.5 3.5	DTE students Math-Science month celebration, Science Fair, Buwan ng Wika, CAT presentation of Sponsors and escorts, Teachers day celebration, Christmas program
	Total for Instruction				3.5	3.5	3.5	3.5	
Research Services	Number of complied SHS students research output	Complied students research output	0	0	3	3	3	3	
	Number of research proposals prepared	Wrote research proposal for approval	0	0	3	3	3	3	
	Number of published papers in peer-reviewed journals <ul style="list-style-type: none"> • In International Peer-reviewed Journals • In National Peer-reviewed journals 	Published research papers in international, national and institutional journals	0 0	0 0	3 3	3 3	3 3	3 3	

	<ul style="list-style-type: none"> In Institutional Peer-reviewed Journals 								
	Number of technical/expert services provided/rendered <ul style="list-style-type: none"> Peer reviewers/Panelists Resource Persons Research Mentoring 	Served as peer-reviewers in international peer-reviewed journals Served as resource person or speaker in conferences, seminars and trainings Advised students (JHS) in research conduct	0 0 0	0 0 0	3 3 3	3 3 3	3 3 3	3 3 3	
	Total for Research				3	3	3	3	
Personal development and welfare support	Trainings/Seminars/Conferences Attended:	Attended trainings and seminars approved or conducted by DepED, CHED	0	0	3	3	3	3	
	Total for Personal Development				3	3	3	3	
Administrative functions & other special assignments	Special Assignments from Office of the Dean and Principal	OIC Principal	90%	98%	3	3	3	3	VSUIHS JHS
	Total for Administrative Functions and other Assignments				3	3	3	3	

Total Over-all Rating					12.5	12.5	12.5	12.5	
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Average Rating (Total Over-all rating divided by 4)		3.12
Additional Points		x
Punctuality		xx
Approved Additional Points (With copy of approval)		xxx
FINAL RATING		3.12
ADJECTIVE RATING		SATISFACTORY

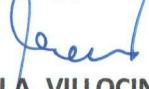
Comments & Recommendation for Development Purpose:
She is a seasoned mentor. She helps coworkers with their tasks even if they are outside of her responsibility.

Evaluated & Rated by:


SHALOM GRACE C. SUGANO, Ph.D.
 Dept/Unit Head


Date: _____

Recommending Approval:


ALELI A. VILLOCINO, Ed.D.
 Dean/Director

Date: _____

Approved by:


BEATRIZ S. BELONIAS, Ph.D.
 Vice President

Date: _____

- 1 – Quality
- 2 – Efficiency
- 3 – Timelines
- 4 – Average

Exhibit I

PERFORMANCE MONITORING FORMName of Employee: SUSAN M. ENAGE

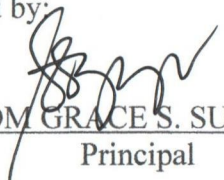
Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1	Teach Fili 7 and Fili 3	Deliver quality learning to students in the Junior and Senior High School program	January 2020	June 2020	June 2020	Very Impressive	Outstanding	
2	Revised syllabi in Fili 7	OBE syllabus that addresses the needs of learners	January 2020	June 2020	June 2020	Impressive	Very Satisfactory	
3	Develop teaching aid in Fil 7 and 9	A more comprehensive power point presentation	January 2020	June 2020	June 2020	Impressive	Very Satisfactory	
4	Develop teaching aide and handouts	Collect projects, assignments, check, develop rubrics to assess students in	January 2020	June 2020	June 2020	Very Impressive	Outstanding	

		designing and creating innovative activities for the students special needs						
5	Practice Teachers mentored and evaluated	Assisted, mentored and evaluated two(1) Filipino Major students	January2020	June 2020	June 2020	Very Impressive	Outstanding	
6	Field study students assisted	Assisted eight (6) field study students from the College of Education	January2020	June 2020	June 2020	Very Impressive	Outstanding	
7	Special Assignment from the Principal	-Chairman Disciplinary Committee	January2020	June 2020	June 2020	Very Impressive	Outstanding	

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

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

Prepared by:


SHALOM GRACE S. SUGANO, Ph.D.
Principal