SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: MARIA AURORA TERESITA W. TABADA

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.428x50%= 2.214	
b. Students (50%)		4.5x50%= 2.25	
Total for Instruction	25%	4.464	1.12
2. Research	25%	4.0	1.0
3. Extension	25%	5.0	1.25
4. Administration	25%	4.78	1.19
5. Production	-	-	-
TOTAL			**4.56**

EQUIVALENT NUMERICAL RATING: 4.56
Add: Additional Points, if any: N/A
TOTAL NUMERICAL RATING: 4.56

ADJECTIVAL RATING: Outstanding

Prepared by: Reviewed by:

MARIA AURORA TERESITA W. TABADA   **LILIAN B. NUÑEZ**
Name of Faculty   Director, ISRDS

Recommending Approval:

LILIAN B. NUÑEZ
Dean, CME

Approved:

ROTACIO S. GRAVOSO
Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **MARIA AURORA TW TABADA**, **Head, Gender Resource Center** and **Faculty member, Institute for Strategic Research and Development Studies,** commit to the deliver and agree to to be rated on the attainment of the following targets in accordance with the indicated measures for the period **JULY - SEPTEMBER 2024.**
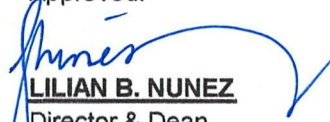
Prepared:

MARIA AURORA TERESITA W. TABADA
Associate Professor IV & Head, GRC
Date: 01-10-25

Approved:

LILIAN B. NUNEZ
Director & Dean
Date: 1-21-25

PROSE IVY G. YEPES
President
Date: 2-24-25

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									4.43	
	PI 4: Total FTE coordinated, implemented & monitored*	**A1**. Actual Faculty's FTE	Handles subjects/courses assigned	1.2	1.50	5	5	5	5	DSOC 206 = 6 students
	PI 8: Number of graduate students advised *	**A2.** Number of students advised	Acts as academic adviser to graduate students	1	0	1	1	1	1	
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	1	5	5	5	5	Marianne U. dela Pena

		A4. *Number of students entertained for consultation purposes*	*Entertains students seeking consultation with faculty*	5	6	5	5	5	5	Abelardo/Amigo/Bargamento/ Caparas/Rodriguez/Canezo
	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*							
		On-line ready courseware	*Prepares Instructional module/laboratory guide/workbook or a combination thereof*							
		Supplemental learning resources	*Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught*	6	10	5	5	5	5	for DSOC 206: video (1), readings (9)
		Assessment tools	*Prepares assessment tools such as long exam, quizzes, problems sets, etc.*	5	9	5	5	5	5	for DSOC 206: assignments (2), discussion papers (3), midterm exam (1), report presentations (3)
		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*							
		A 7 : Number of virtual classroom created and operational	*Creates virtual classroom using either Moddle or Google Classroom*	1	1	5	5	5	5	DSOC 206
	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*							
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*							
		A10. *Number of grade sheets submitted within prescribed period*	*Prepares gradesheet and submits on or before deadline*							

		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							
		A12. Number of trainings attended related to instruction	Attend mandated trainings							
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught							
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab							
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
PI 8: Number of students advised: *		**A16**. Number of students advised:	Acts as academic adviser to students							
		A17. Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript							
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades							
PI 9: Number of student organizations advised/ assisted *		**A19**. Number of Student organizations advised	Advises student organizations recognized by USOO							
		A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							

PI	Activity	Description								
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								
	On-line ready courseware	*Prepares Instructional module/laboratory guide/workbook or a combination thereof*								
	Supplemental learning resource	*Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught*								
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.								
	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								
	A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom								
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								
	Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU								
	A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal								

UMFO 3 . RESEARCH SERVICES

	PI	A	Task							Remarks
	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	1	3	5	5	5	5	1) GAD Studies in support to VSU's Mandate 2) Collaboration for the Conduct of Research for the Project, "Coastal Cities at Risk in the Philippines: Investing in Climate and Disaster Resilience" 3) Land Valuation/Appraisal, Surveying, and Assessment of LEIZ-Core Merida Areas
	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	2	5	5	5	5	1) Collaboration Research for CCARPH 2) Land Valuation/Appraisal, Surveying, and Assessment of LEIZ-Core Merida Areas
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal	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							
		In refereed int'l journals								
		In refereed nat'l/regional journals		1	0	0	0	0	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							
		In int'l fora/conferences		1	1	5	5	5	5	
		In nat'l/regional fora/conferences		1	2	5	5	5	5	1) Climate Change and Colonial Urban Planning: The case of planned relocation in Ormoc City included in Level 2 presentation and will present as scientific poster for Regional Symposium 2) LEIZ Presentation to the LGU Merida and stakeholders on 2 Aug 2024

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								
UMFO 4. EXTENSION SERVICES										5
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	3	6	5	5	5	5		1) LGU Ormoc City 2) Bantay Kita-PWYP Philippines 3) RGADC VIII 4) PPA Western Leyte/Biliran 5) National Resilience Council 6) PH-EITI
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								
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	1	1	5	5	5	5		RLGU

	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							
	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							
	Research Mentoring	*Research Mentor*								
	Peer reviewers/ Panelists	*Peer reviewers/ **Panelists***	Serve as panelist							
	Resource Persons	*Resource Persons*		3	3	5	5	5	5	1) GSTs: CVM (27 Aug)/DTHM (28 Aug) 2) Faculty Onboarding (12 Aug)
	Convenor/Organizer	*Convenor/Organizer*		1	2	5	5	5	5	1) LEIZ Roundtable Discussion on 26 Sep 2024 2) TWG member for the Executive Briefing for SUC Presidents on 27 Sep 2024 3) TWG member for the EVRGRP selection process
	Consultancy	*Consultant*								
	Evaluator	*Evaluator*			1	5	5	5	5	1) Return demo for Eastern Visayas Regional GAD Resource Pool (Batch 1) with 7 accredited members on 13-14 August 2024
	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										4.56
	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								
		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								
		On program accreditations		1	2	5	5	5	5	AACCUP Level II accreditation for MLAM & MSLAM (Area 5
		On institutional accreditations								
			BOR-approved University GAD Agenda	1	1	5	5	5	5	GAD Agenda Part I and II finalized for BOR approval
			BOR-approved GRC institutionalization plan	1	0.5	4	4	4	4	Draft guidelines
			Implementation of activities in the GPB	90%	88.57%	4	4	4	4	31/35 targets (direct responsibility)
			GAD database established	1	0.5	4	4	4	4	Draft guidelines

	Functional GRC	Technical assistance provided	2	3	5	5	5	5	1) RGADC VIII 3rd Qtr meeting: Presiding Officer 2) RGADC VIII 3rd Qtr meeting: Resource Person presented VSU's Anti-Sexual Harassment Policy on September 18, 2024 @ Maasin 3)Evaluator for the Return Demo of the Regional GAD Trainors' Pool on August 13-14, 2024 @ EVSU
	Functional ASHU	BOR-approved Anti-Sexual Harassment Rules and Regulations	1	1	5	5	5	5	Approved by BOR in the December 2024 meeting
		SH complainants assisted	90%	90%	4.5	4.5	4.5	4.5	
UMFO 6. General Admin. & Support Services (GASS)								5	
PI 2. Zero percent complaint from clients served	**A 46**. Customerly friendly frontline services	Provides customer friendly frontline services to clients							
	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *	10% of honorarium from trainings conducted is given to GRC for its petty cash fund		P8400.00	5	5	5	5	recorded in GRC logbook; breakdown as follows: P3600 (PPA training Dec 2023) P1200 (PCW webinar Jun 2024) P3600 (PPA training Oct 2024) P3000 was used for giveaways in the Pleasures beyond 60 (VSU anniversary) last April 2024
	A 48.Other outputs implementing the new normal due to Covid 19	Initiates/introduces improvements in performing functions resulting to best practice							
		Designs administration/ management related activities and other outputs to implement new normal							
PI 3: Additional Outputs									
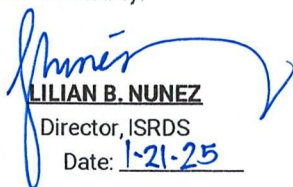
		Proposed Gender-responsive KPIs and Targets for SO 13		1		5	5	5	5	planning procedures; submitted to OVPRG
		National GAD Resource Program (NGRPool Batch 5)			Re-accredited	5	5	5	5	Effective August 1, 2024 - August 1, 2025
Total Over-all Rating				22.99						

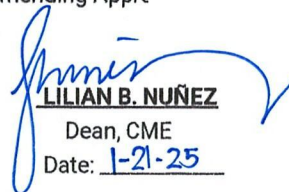|			
	Average Rating (Total Over-all rating divided by 4)	4.60	
	Additional Points:		
	Approved Additional points (with copy of approval)		
	FINAL RATING	4.60	
	ADJECTIVAL RATING	Outstanding	

Comments & Recommendations for Development Purposes:

Your mentoring of younger staff is commendable.

Evaluated & Rated by:

LILIAN B. NUNEZ
Director, ISRDS
Date: 1-21-25

Recommending Appro

LILIAN B. NUÑEZ
Dean, CME
Date: 1-21-25

Approved by:

ROTACIO S. GRAVOSO
Vice President, Academic Affairs
Date: 1-30-25

PROSE IVY G. YEPES
President
Date: 2-24-25

PERFORMANCE MONITORING & COACHING JOURNAL
July-December 2024

		Q
	1st	U
	2nd	A
✓	3rd	R
✓	4th	T
		E
		R

Name of Office: Institute for Strategic Research and Development Studies

Head of Office: Lilian B. Nuñez

Number of Personnel: 4 Faculty members, 2 Science Research Specialists, 3 Administrative Aides

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (please specify)	
	One-on-One	Group			
Monitoring					
Performance of functions and discussion of concerns and actions to take		Staff meetings: -September 6 -October 15 -November 6 -November 8 Faculty meetings: -July 15 -August 7 -August 8 -September 16	Issued CME memorandun nos. 8-14 for CME units -Aug to Dec	Posted Whereabouts Chart at the Administrative Office -monthly	Reporting on the status of activities per working committee and IRE function, and discussion of concerns were done during staff meetings.
Conduct of classes	Conducted class observation and shared results to faculty members: -August 21 -Nov. 17 -Nov. 21 -Nov. 27 -Nov. 28				Some class observation reports have yet to be submitted.
Updating of Virtual classrooms (VCs)				Visited 10 VCs: MSDevSoc: 7 MS/MLAM: 3 -November 4	
Course syllabi				Revision of 5 course syllabi: -Scio 11n -DSOC205 -DSOC206 -DSOC299 -LAMP225 -December 1-27	Reminders were sent to concerned instructor through Messenger gc; provided assistance in

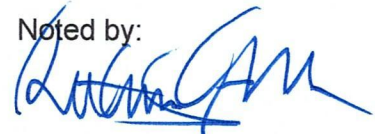|						
						formatting
Submission of grades					Reminders through chat group -Dec. 16-31	Almost 100% submitted on time
Compliance with university & college memorandum circulars		Discussion during regular meetings				Documents for submission were monitored by dDRCs.
Preparation for the AACCUP accreditation of MSLAM & MLAM programs on July 8-12, 2024	Held discussions per area -July 1-7				Visited each Area in google drive and discussed with Area incharge	Online AACCUP evaluation proceeded smoothly as scheduled.
Attendance at conferences, seminars, and meetings					Discussed with participants on complying with necessary documents -as need arises	
Daily attendance					Checked logbook randomly Checked DTRs monthly upon submission	Use of biometric machine with backup logbook for attendance monitoring discussed during meetings
Leaves (SL, VL, CDO, etc.)					Approved application for leave forms	
Coaching						
On completing masteral studies	Discussed with staff on thesis work status -August -October -December					
Faculty Development	Discussed with faculty member on PhD studies abroad -August 2024 Discussed with faculty member on deferment of start of sabbatical leave					Effectivity: January 15, 2025 Effectivity: October 1, 2024

	-August 2024				
Improvement of filing system	Discussed with dDRCs as the need arose -monthly				

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

LILIAN B. NUÑEZ
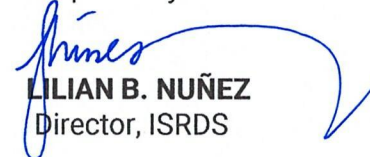Director, ISRDS

Noted by:

ROTACIO S. GRAVOSO
VP-Academic Affairs

TRACKING TOOL FOR MONITORING TARGETS

JULY – DECEMBER 2024

Major Final Output/Performance Indicator	TASK	ASSIGNED TO	DURATION	TASK STATUS						TASK STATUS
				July	Aug	Sept	Oct	Nov	Dec	
MFO 1: ADVANCED EDUCATION & MFO 2: HIGHER EDUCATION SERVICES	Teaching	All faculty members	August-December	Accomplished						DSOC206, DSOC221, DSOC252, DSOC299, LAMP211, LAMP229, LAMP298
	Instructional Materials development, updating, and utilization	All faculty members	August-December	Accomplished						
	Allocate time for student consultations	All faculty members	August-December	Accomplished						As course professors/instructors, academic advisers, GACs, & other committees involving student consultations
	Give learning tasks, quizzes, exams, etc.	All faculty members	August-December	Accomplished						1st Sem 2024-2025
	Submit grade sheets	All faculty	December 16-31	Accomplished						Almost 100% submitted on time
MFO 3: RESEARCH SERVICES	Conduct research and submit research progress reports and outputs	GA Delima	July-December	Accomplished for 1 project						GAD Studies
		LB Nuñez	July-December	Accomplished for 1 project						KTP & IVC
		MATW Tabada	July-December	Accomplished for 2 projects						GAD Studies & Colonial study
		AMM Ajoc	July-December	Accomplished for 1 project						KTP
MFO 4: EXTENSION SERVICES	Implement extension projects and conduct extension activities	GA Delima	July-December	Accomplished for 2 projects						BDC & RLGU
		LB Nuñez	July-December	Accomplished for 2 projects						BIDANI & COLLABDev
		MATW Tabada	July-December	Accomplished for 1 project						RLGU
		SB Gisulga	July-December	Accomplished for 2 project components						BIDANI-BIDA & BMIS
		MP Edullantes	July-December	Accomplished for 1 project component						BIDANI-PNEA
	Attend conferences,	All staff	July-December	Various conferences and seminars attended by						As resource person,

	seminars, training						faculty and staff			facilitator, and participant
MFO 5: SUPPORT TO OPERATIONS	Comply with all requirements as prescribed in the accreditation tools and participate in the AACCUP online accreditation.	All staff	July 1-12	Accom-plished						Level 2 AACCUP accreditation of MSLAM & MLAM programs on July 8-12, 2024
	Provide ISO forms to faculty and staff	RA Dayondon; EA Gonzaga	July-December	Accomplished						Continuous process
MFO 6: GENERAL ADMINISTRATION AND SUPPORT SERVICES (GASS)	Sign appointments, requests, certificates, etc.	LB Nuñez	July-December		100% IFWs; Actual Teaching Load, etc.		100% Requests and other documents approved			As Institute Director
	Attend meetings	All staff	July-December	Accomplished						Department, college, and university meetings
	Prepare minutes of meetings of monthly meetings	RF Dayondon	July-December			100%	100%	100%		Regular staff meetings
	Review communications, letters, and requests	LB Nuñez	July-December	Accomplished						As Institute Director
	Serve as Program Coordinator	GA Delima	July-December	Accomplished						For MS DevSoc and M/MSLAM programs
	Prepare and facilitate the signing of documents; filing of documents	RA Dayondon; EA Gonzaga	July-December	Accomplished						Continuous process
	Deliver documents	MB Cerna	July-December	Accomplished for ISRDS, GRC, DBM, CME, DEcon						Continuous process

Prepared by:

LILIAN B. NUÑEZ
Director, ISRDS

Exhibit I

PERFORMANCE MONITORING FORM
JULY − SEPTEMBER 2024

Name of Employee: **MARIA AURORA TERESITA W. TABADA**

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 graduate courses	2 courses	Jan-June	Jan-May	May 2024	Impressive	Outstanding	
2	Submit final grade sheets	2 courses	May 20-24	June 3-9	June 9-10	Very impressive	Outstanding	
3	Implement research projects	2 projects	Based on work plan	Based on work plan	Based on work plan	Needs improvement	Satisfactory	Allot more time for GAD research project.
4	Implement extension project	1 project	Every end of the quarter	1 week after end of quarter	1 week after end of quarter	Impressive	Very satisfactory	Team effort
5	Submit R&E project quarterly reports	3 project reports per quarter	Every end of quarter	1 week after end of quarter	1 week after end of quarter	Impressive	Very satisfactory	Team effort
6	Package documents for Level 2 AACCUP accreditation of LAM programs	Area 5: Compliance Report, PPP, Supporting Docs	Jan-June	July 5	July 5.	Impressive	Very satisfactory	
7	Perform functions as head of Graduate Research Center	Based on work plan				Very impressive	Outstanding	Holds much passion for GRC mandates

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

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

Prepared by:

LILIAN B. NUNEZ
Unit Head

VISAYAS STATE UNIVERSITY

INSTRUCTION AND EVALUATION OFFICE

TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

Second Semester AY 2023-2024

Name of faculty: **TABADA, MARIA AURORA TERESITA W.**

Department: **Institute of Strategic Research and Devt. Studies**

College: **College of Management and Economics**

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Numerical	Adjectival	
DSOC206	CONTEMPORARY SOCIOLOGICAL THOUGHT	LEC	5.00	Outstanding	100.0%
DSOC205	SOCIOLOGICAL THEORY	LEC	4.00	Very Satisfactory	80.0%
Average Rating			4.50	Outstanding	90.00%

Source: Results of Teaching Performance Evaluation by Students filed at IEO
Legend:
1.00 – 1.49 Poor (P)
1.50 – 2.49 Fair (F)
2.50 – 3.49 Satisfactory(S)
3.50 – 4.49 Very Satisfactory(VS)
4.50 – 5.00 Outstanding(O)

Prepared by:

VANESSA W. NAZAL
TPES in-Charge
Date: 11-08-2024

Attested by:

MA. RACHEL KIM L. AURE
Director, Instruction and Evaluation
Date: 11-12-2024

Received by:

TABADA, MARIA AURORA TERESITA W.
Name and Signature of Faculty
Date: 11/27/2024

Distribution of copies: IEO, College, Department, Faculty (all in original signature)