

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: RUBEN O. BALOTOL, JR.

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:
RUBEN O. BALOTOL, JR.
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, RUBEN O. BALOTOL JR, 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 **AUGUST-DECEMBER 2019**

RUBEN O. BALOTOL JR

Ratee

Approved: GUIRALDO C. 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	34.20	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 Phlo 11, ScSc 16	1	2	5	5	5	5	
		* Powerpoint presentations prepared	Author/Compiler		1	2	5	5	5	5	
		Student Advising and Consultation Services									
		* Number of organizations advised									
		* Number of hrs per week spent on student consultation	Consultation		3	12	5	5	5	5	MWF 09:00-10:00 TTH 09:00-12:00
				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	8 th Social Ethics Society Conference
		Number of papers published in other peer-reviewed publications (proceedings, books, monographs, etc.)		Author	1	5	5	5	5	5.00	
				SUB-TOTAL						8.00	
MF04	Extension	Number of trainings/seminars attended	Training	Resource Person	1	1	5	5	5	5.00	Orientation for New GE Courses
				Participant	1	1	2	2	2	2.00	9 th Social Ethics Society Conference
				SUB-TOTAL						7.00	
MF04	Support to Students/Production	Number of quizzes prepared and checked		Phlo 11, ScSc 16	10	30	5	5	5	5.00	
		Number of midterm and final exams prepared and checked.		Phlo 11, ScSc 16	3	3	5	5	5	5.00	
		Number of oral recitations graded/evaluated		Phlo 11, ScSc 16	4	10	5	5	5	5.00	
		Number of midterm and final gradesheets submitted		Phlo 11, ScSc 16	2	2	5	5	5	5.00	
				SUB-TOTAL						20.00	

MF05	Other Services	Number of participation on the events/program in the dept, college, univ. and other offices		Participant	3	3	5	5	5	5.00	Faculty and Staff Sportsfest; dept. anniversary; Civil Service Anniv
		Number of committees served		Member & Chair	1	3	5	5	5	5.00	Tree Planting Coordinator; Member, Social Science Curr.Committee; Member, Beautification, Cleanliness Committee
		Number of meetings attended	Meetings		2	4	5	5	5	5.00	Department meetings\
				SUB-TOTAL						15.00	

Average Rating (Total Over-all rating divided by number of entries)		4.09
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.09
ADJECTIVAL RATING		Very Satisfactory

Comments & Recommendations for Development

Purpose: Though Mr. Baloto! is a good teacher as reflected in his student evaluation, he has to strive 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: **Ruben O. Balotol 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	Teaches three (3) courses subjects (Phlo 11, ScSc11n, IPHP)	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	September 2018	September 2018	Impressive	Outstanding	Provide more interventions for the improvement of students
3	Prepares course syllabi updates	Approved course syllabi in Phlo 11 and SsSc 11n	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	December 2018	December 2018	December 2018	Impressive	Outstanding	
5	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	August 2018	December 2018	December 2018	Impressive	Outstanding	Participates actively in all activities
6	Paper presentations in various conferences	Certificate of appearance, certificate of attendance and certificate of recognition	August 2018	October 2018	October 2018	Very Impressive	Outstanding	Attended and paper presenter during the 8 th Social Ethics Society

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

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

Prepared by:


GUIRALDO C. FERNANDEZ, JR.

Department Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Ruben O. Balotol Jr

Performance Rating: Outstanding

Aim: **To pursue graduate studies for the degree Master of Arts in Philosophy, engage in research, publication 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) **Encouraged him to enroll in the University of San Carlos MA Philosophy Program.**
- b) **Required him to be involved on research or extension projects which the Department has started to work on.**

Result:

He is currently writing his MA Thesis which will be finished by the end of July, 2019.

Date: **August 1, 2018**

Target Date: **July 2019**

Next Step:

He was advised to finish his Master's Thesis by the end of July 2019. And employ more teaching strategies based on the evaluation of the students.

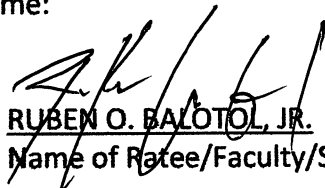
Outcome: NA

Final Step/Recommendation: NA

Prepared by:


GUIRALDO C. FERNANDEZ, JR.
Department Head

Conforme:


RUBEN O. BALOTOL, JR.
Name of Ratee/Faculty/Staff