

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member:

SHALOM GRACE C. SUGANO

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	70%	4.25	2.975
2.	Research	5%	4.14	0.207
3.	Administration and Support Services	25%	4	1
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:


SHALOM GRACE C. SUGANO


Name of Faculty

Reviewed by:

Recommending Approval:


ALELI A. VILLOCINO
 Dean/Director

Approved:


BEATRIZ S. BELONIAS
 Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **SHALOM GRACE C. SUGANO**, 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.

SHALOM GRACE C. SUGANO

Ratee

Approved:

ALEJ A. VILLOCINO

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 Senior High School courses	12	29.60	3.5	3.5	3.5	3.5	General Chemistry I (STEM A&B); Practical Research II (STEM A & B)
	Number of Instructional Materials developed/revised and Utilized: - Course outline Developed	Developed course outline before classes start	1	1	3.5	3.5	3.5	3.5	Gen Chem I
	Revised - Syllabus Developed	Revised course outline before classes starts Developed syllabus	1	1	3.5	3.5	3.5	3.5	Gen Chem I
	Revised - Instructional materials	Revised syllabus Developed IMs and power presentations before classes start	1	6	3.5	3.5	3.5	3.5	Gen Chem I; Practical Research Ii
	- Enrollment (No. of students advised)	Advised students during enrolment (JHS and SHS)	50	150	3.5	3.5	3.5	3.5	

	Number of Student Research Facilitated <ul style="list-style-type: none"> Number of approved research output 	Edited and approved research proposal outputs of (Grade 12) Senior High School students	5	20	3.5	3.5	3.5	3.5	
	<ul style="list-style-type: none"> Number of organization Number of student-related activities assisted 	Advised student organization Assisted student-related activities	0 5	0 13	3.5 3.5	3.5 3.5	3.5 3.5	3.5 3.5	Acquaintance Party, Math & Science Fair (Local), Division Science Fair 2019, Math & Science Culmination Month 2019, First Quarter Honor's Program, Parents'-Teachers' Consulation, Intramurals, Division Athletic Meet, Cluster Athletic Meet, City Athletic Meet, English Culmination, Christmas Party, Regional Science and Technology Fair
	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 	Published research papers in international, national and institutional journals	0	1	3	3	3	3	Journal of Physics Conference Series (Scopus Indexed)

	<ul style="list-style-type: none"> In National Peer-reviewed journals In Institutional Peer-reviewed Journals 		0	0	3	3	3	3	
			0	0					
	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	1	3	3	3	3	Grade 9 (JHS) research
			0	2	3	3	3	3	
			0	1	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	1	3	3	3	3	Trainings-Workshop on Writing Research papers for Peer-Reviewed Publications
	Total for Personal Development				3	3	3	3	
Administrative functions & other special assignments	Special Assignments from Office of the Principal	Designated as Principal of VSUIHS	0	1	3	3	3	3	

	Total for Administrative Functions and other Assignments				3	3	3	3	
Total Over-all Rating					12.5	12.5	12.5	12.5	

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:

1. She is well-respected by her colleagues.
2. Takes on tasks/responsibilities willingly and sincerely.
3. Knows how to bring her faculty + staff together in order to accomplish their goals.

Evaluated & Rated by:

Approved by:


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


BEATRIZ S. BELONIAS, Ph.D.
 Vice President for Instruction

Date: _____

Date: _____

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

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **SHALOM GRACE C. SUGANO**

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 General Chemistry II and Practical Research for Senior High School	Delivered quality learning to students in the junior and senior high school	January 2020	June 2020	December 2019	Very impressive	Outstanding	
2	Revised syllabi in Science IIIA and Research I for junior high and general Chemistry II for Senior High School	Revised syllabi that addresses the needs of learners.	January 2020	June 2020	June 2020	Very impressive	Very Satisfactory	
3	Revise course outline in Science IIIA and Research I for junior high and General Chemistry II for Senior High School	Revised course outline that addresses the needs of learners	June 2020	June 2020	June 2020	Very impressive	Outstanding	
4	Develop teaching aid like ppt presentations in Science IIIA and Research I for junior high and General Chemistry II for Senior High School	Made a more comprehensive power point presentation	June 2020			Very Impressive	Very Satisfactory	

5	Develop teaching guide/ handouts	Developed teaching guide and handouts suitable to senior high school students	June 2020	Very impressive	Outstanding	
6	Assist in school-related activities	Supervised and monitored teachers and students in school activities like consultation with parents, quarter Examinations, Culmination Programs, local Division, Regional and national Events	August to December 2019	Very impressive	Outstanding	
7	Field study students assisted	Assisted Fifteen (15) field study students from the College of Education	September to November 2019	Very impressive	Outstanding	
8	Submit reports and other requirements	Signed CSR, submit grade sheets , OPCR, IPCR	August to December 2019	Very impressive	Outstanding	
9	Supervise Performance of Teachers	Supervise and monitor Teachers' performance	August to December 2019	Impressive	Very Satisfactory	To conduct class observation
10	Publish Research paper/Article	Published research paper in international peer-reviewed journal (Scopus-indexed; ISI)	November 2019	Very Impressive	Outstanding	
11	Administration Function	Designated and functioned as VSUIHS Principal	July to December 2019	Very Impressive	Outstanding	


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

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

Prepared by:


SHALOM GRACE C. SUGANO
Principal, VSUIHS

Approved by:


ALELI A. VILLOCINO
Dean, College of Education