

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

July - December 2018

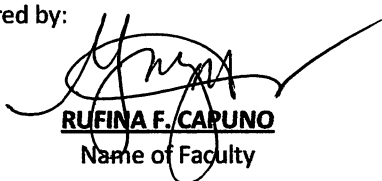
Name of Faculty Member:

RUFINA F. CAPUNO

	Program Involvement	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2 x 3)
1.	Instruction	70%		
	a. Head/Dean (50%)	4.88	2.44	
	b. Students (50%)	4.33	2.17	
	Total for Instruction		4.61	3.22
2.	Research	10%		
	a. Client/Director for Research (50%)	4.73	2.37	
	b. Dept. Head/Center Director (50%)	4.73	2.37	
	Total for Research		4.74	0.47
3.	Extension	10%		
	a. Client/Director for Extension (50%)	4.75	2.37	
	b. Dept. Head/Center Director (50%)	4.75	2.37	
	Total for Extension		4.74	0.47
4.	Administration			
5.	Others (10%)	10%		
	Attendance to Seminars & Workshops	4.73	4.73	0.47
	TOTAL			6.63

EQUIVALENT NUMERICAL RATING	4.63
Add: Additional Points, if any:	
TOTAL NUMERICAL RATING	4.63
ADJECTIVAL RATING	Outstanding


Prepared by:


RUFINA F. CAPUNO
Name of Faculty

Reviewed by:


MOISES NEIL V. SERINO
Department Head

Approved:


BEATRIZ S. BELONIAS
Vice President for Instruction

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

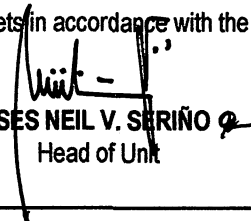
I, RUFINA F. CAPUNO of the Department of Economics commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July 1-Dec. 31, 2018.



RUFINA F. CAPUNO

Ratee

Approved:



MOISES NEIL V. SERINO

Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accompl.	Rating				Remarks
					Q1	E2	T3	A4	
Advanced Education Services	Fulltime Teaching Equivalent for Graduate	Teaching graduate courses							
Higher Education Services	Fulltime Teaching Equivalent Under graduate courses	Teaching Undergrad. courses	20	23.7	5	5	5	5.00	AgEc131, AgSci 12 (2 sections), Econ 11
	Number of Instructional Materials Revised and Utilized	OBE	1	1	4.8	4.8	4.8	4.80	
	Number of Student Research Advised/Member								
	* Approved thesis outline	Major students	1	1	4.7	4.7	4.7	4.70	
	* Approved manuscript	Major students							
	Number of student organization advised								
	Department Based Guidance Facilitator	DOE Students	1	2	5	5	5	5.00	
							Ave. rating A & HES	4.88	
Research Services	Number of research proposal prepared and submitted	Research	1	2	5	5	5	5.00	
	Number of research project conducted		1	1	4.5	4.5	4.5	4.50	
	Seminars, workshops & trainings attended:								
	* International		1	2	5	5	5	5.00	
	* National		1	1	4.5	4.5	4.5	4.50	
	* Regional								
	* Local		1	5	5	5	5	5.00	
	Outputs presented in: * International								
	* National								
	* Regional		1	1	4.8	4.8	4.8	4.80	
	* Local		1	1	4.5	4.5	4	4.33	
							Ave. rating for Research	4.73	

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Extension Services	Resource Person (Licensure Exam for Agriculturist Review)							
	Number of Extension project conducted		1	1	4.5	4.5	4.5	4.50
	Seminars/Workshops & trainings attended							
	* International							
	* National							
	* Regional							
	* Local		1	3	5	5	5	5.00
							Ave. rating for Extension	4.75
Other Services	Seminars/Forum/Conferences Attended							
	Local		1	2	4.5	4.5	4.5	4.50
							Ave. rating for Other Services	4.50
Total Over-all Rating		18.86						

Average Rating (Total Over-all rating divided by 3)		4.71
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.71
ADJECTIVAL RATING		

Comments & Recommendations for Development Purpose:

Publish research works in peer-reviewed journals

Calibrated by:

MOISES NEIL V. SERINO

Head, DOE

Date: _____

Recommending Approval:

ANTONIO P. ABAMO

Dean, CME

Date: _____

Approved:

BEATRIZ S. BELONIAS

Vice-President for Instruction

Date: _____

1 - Quality
2 - Efficiency

3 - Timeliness
4 - Average

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EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Rufina F. Capuno
Performance Rating: July – December 2018

Aim: Level II accreditation of BS Economics program and continued delivery of excellent instruction and research services

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

Date: July 1, 2018

Target Date: October 31, 2018

First Step:

Prepare the PPP for BS Economics for Area 2 – Faculty

Result:

PPP for Area 2 – Faculty completed and submitted for AACCUP evaluation.

Date: November 1, 2018

Target Date: December 31, 2018

Next Step:

To attend and present research output in a conference or relevant fora.

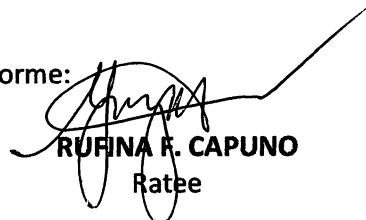
Outcome:

One research paper qualified for the search for best poster during the 30th joint VICARP and RRDEN regional symposium.

Final Step/Recommendation:

For extension, continued conduct of capacity enhancing training for women organizations in Leyte.

Conforme:


RUFINA F. CAPUNO
Ratee

Prepared by:


MOISES NEIL V. SERINO

Unit Head