

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

Name of Faculty Member: HADASHA N. BONGAT

July - December 2019

| Program Involvement (1) | Percentage Weight of Involvement | | Numerical Rating | Equivalent Numerical Rating (2 X 3) |
|-------------------------------------|-------------------------------------|------|---------------------|---|
| 1. Instruction | | | | |
| a. Head/Dean (50%) | | 5 | 50% | 2.50 |
| b. Students (50%) | | 4.20 | 50% | 2.10 |
| Total for Instruction | 80% | | | 4.60 |
| 2. Research | | | | |
| a. Client/Dir. For Research (50%) | | | | |
| b. Dept. Head/Center Director (50%) | | | | |
| Total for Research | 10% | | | 5.00 |
| 3. Extension | | | | |
| a. Client/Dir. for Extension (50%) | | | | |
| b. Dept. Head/Center Director (50%) | | | | |
| Total for Extension | 5% | | | 4.95 |
| 4. Administration | 5% | | | 4.83 |
| 5. Production | | | | |
| TOTAL | 100% | | | 4.67 |

EQUIVALENT NUMERICAL RATING:

4.67

Add: Additional Points, if any:

0


TOTAL NUMERICAL RATING:

4.67

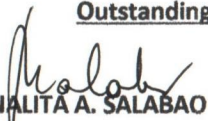
ADJECTIVAL RATING:

Outstanding

Prepared by:


HADASHA N. BONGAT
Name of Faculty

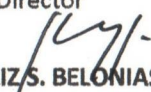
Reviewed by:


ANALITA A. SALABAO
Head, DBM

Recommending Approval:

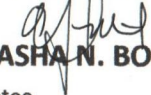

ANALITA A. SALABAO
Dean/Director

Approved:


BEATRIZ S. BELONIAS
Vice President

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM (IPCR)

I, HADASHA N. BONGAT, Instructor of the Department of Business and Management 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 2019 - December 2019


HADASHA N. BONGAT
 Ratee

Approved: 
ANANTA A. SALABAO
 Head, DBM

| MFOs/PAPs | Success Indicators | Tasked Assigned | Target | Percentage of Actual Accomplis h | Actual Accomplis hment | Rating | | | | Remarks |
|------------------------------------|---|--------------------|--------|--|------------------------------|--------|----|----|------|---------|
| | | | | | | Q1 | E2 | T3 | A4 | |
| Advanced Education Services | 1. Graduate Degree Program Management Services | | | | | | | | | |
| | PI1: Number of graduate degree specializations offered and monitored | | | | | | | | | |
| | PI2: Total FTE monitored | Teaching | | | | | | | | |
| | PI3: Percentage increase in number of graduate students enrolled | | | | | | | | | |
| | PI4: Percentage increase in the number of students who graduated within prescribed period | | | | | | | | | |
| Higher Education Services | Full Time Equivalent (FTE) | Teaching | 25.00 | 146% | 36.45 | 5 | 5 | 5 | 5.00 | |
| | Vacation/Sick Leave | | | | | | | | | |
| | Number of Graduates: | | | | | | | | | |
| | Baccalaureate | | | | | | | | | |
| | Number of IMs Dev/Rev & Utilized | Compiler | | | 2 | 5 | 5 | 5 | 5.00 | |
| | Revised IM's within the last 3 years | | | | | | | | | |
| | Advising | | | | | | | | | |
| | Approved case study manuscript | Adviser | | | | | | | | |
| | Approved thesis outline | | | | | | | | | |
| | Approved thesis manuscript | | | | | | | | | |
| | Student Advising and Consult Services: | | | | | | | | | |
| | Number of student org advised | Adviser | | | | | | | | |
| | Student-related activities assisted | Adviser | | | | | | | | |
| | Student advised as academic adviser | Adviser | 75 | 133% | 100 | 5 | 5 | 5 | 5.00 | |
| | Academe/Industry Linkage established: | | | | | | | | | |
| | International | | 1 | 100% | 1 | 5 | 5 | 5 | 5.00 | |
| | National | | 1 | 100% | 1 | 5 | 5 | 5 | 5.00 | |

[illegible]

| | | | | | | | | | |
|----------------------------|---|-----------------|---|------|---|---|---|---|------|
| | and Completed on Schedule | | | | | | | | |
| | Number of scientific fora coordinated/facilitated | | | | | | | | |
| | Number of linkages forged: | | | | | | | | |
| | International | | | | 1 | 5 | 5 | 5 | 5.00 |
| | National | | | | 1 | 5 | 5 | 5 | 5.00 |
| | Regional | | | | 1 | 5 | 5 | 5 | 5.00 |
| Extn Services | Number of person-days trained | Trainor | | | | | | | |
| | Number of trainings conducted | RP | | | | | | | |
| | Number of beneficiaries served: | | | | | | | | |
| | Groups/ Institutions | RP | | | 2 | 5 | 5 | 5 | 5.00 |
| | Individuals | RP | | | 2 | 5 | 5 | 5 | 5.00 |
| | Awards recv (inter, natl, local): | | | | | | | | |
| | Individual | | | | | | | | |
| | Unit (Center, College, Department) | | | | | | | | |
| | Technical/ Expert services | | | | | | | | |
| | Consultancy | Consultant | | | 2 | 5 | 5 | 5 | 5.00 |
| | Commodity teams | | | | 1 | 5 | 5 | 5 | 5.00 |
| | RDE reviewer/ panelist | | | | | | | | |
| | Resource person | Resource person | | | 1 | 5 | 5 | 4 | 4.67 |
| Seminars/symposium/ | | | | | | | | | |
| conference attended | International | | | | 1 | 5 | 5 | 5 | 5.00 |
| | National | | | | | | | | |
| | Local/Regional | Participant | | | 1 | 5 | 5 | 5 | 5.00 |
| Admin Support | | | | | | | | | |
| Services | Number of department meetings attended | | 3 | 233% | 7 | 5 | 5 | 5 | 5.00 |
| | Membership in University committees | Member | | | | | | | |
| | Membership in College committees | Member | | | | | | | |
| | Membership in the Department committees | Member | | | 2 | 5 | 5 | 4 | 4.67 |
| Department Head | Number of department meetings presided | | | | | | | | |
| | Number of execom meetings attended | | | | | | | | |
| | Number of UAC mtgs attended | | | | | | | | |
| | Membership in university committees | | | | | | | | |
| | Prompt submission of required documents | | | | | | | | |

| | | | | | | | | | | |
|------------------------------|--|--|--|--|--|--|--|--|--------|--|
| | Annual Report | | | | | | | | | |
| | Procurement Plan | | | | | | | | | |
| | Staff Development Plan | | | | | | | | | |
| | Number of Faculty Mentored | | | | | | | | | |
| | Number of department activities supervised | | | | | | | | | |
| | Number of faculty members for study leave | | | | | | | | | |
| | | | | | | | | | | |
| Total Over-all Rating | | | | | | | | | 119.33 | |

| | | |
|--|--|------|
| Average Rating (Total overall rating divided by 4) | | 4.97 |
| Additional Points: | | |
| Approved Additional points (with copy of approval) | | |
| FINAL RATING | | 4.97 |
| ADJECTIVIAL RATING | | 0 |

Evaluated & Rated by:

ANALITA A.S ALABAO

Dept/Unit Head

Date: _____

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

Recommending Approval:

ANALITA A. SALABAO

Dean

Date: _____

Comments & Recommendations
for Development Purpose:

***Disciplined young researcher/teacher
with proven experience and skills.
a Ph.D. asap!***

Approved by:

BEATRIZ S. BELONIAS

Vice President

Date: _____

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: Dept. of Business and Management

Head of Office: Analita A. Salabao

Number of Personnel: HADASHA N. BONGAT

| Activity Monitoring | MECHANISM | | | | Remarks |
|---------------------|--|--|------|---|----------------------------|
| | Meeting | | Memo | Others (Pls. specify) | |
| | One-on-One | Group | | | |
| Monitoring | Checking on her plan for advanced degree | Sharing information and advice about policies, procedures, curriculum, instructional strategies etc. | | Following up the progress of research/extension involvement of DBM | Very productive discussion |
| Coaching | Developing and managing independent research project | Tips on how to develop teaching guides and for teaching effectively | | Encouraging her to take courses within VSU to sharpen her research and teaching skills and competence | Effective and successful |

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

Conducted by:


ANALITA A. SALABAO
Immediate Supervisor

Noted by:


ANALITA A. SALABAO
Dean, CME

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: HADASHA NAVARRA BONGAT

Performance Rating: July-December 2019

Aim: To acquire knowledge and skills in conducting agribusiness, economics and management research and community development.

Proposed intervention to improve performance and/or competence and qualification to assume higher responsibilities:

Date: July 2019

Target Date: December 2019

First Step:

- Attend training/ workshop, symposiums related to conduct agribusiness, economic and management research and community development.
- Attend training/ workshop on research, writing and publications.

Results:

- Participated/ co- facilitated final review of project research entitled "Developing fruit and vegetable value chain and integrating them in the community development in Southern Philippines spearheaded by the Australian Centre for International and Agricultural Research

Next Step:

- Shared learnings, insights and experience and knowledge of different research frameworks to colleagues and students, and partner people organization.
- Prepared a journal publication regarding vegetable value chain and other topics related to the research conducted.
- Shared learnings, insights and experience on extension writing proposals to colleagues, students, and partner people's organizations.
- Apply learnings, knowledge and techniques and prepared an extension proposal for funding and implementation.

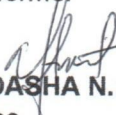
Outcome:

- Acquired knowledge, learnings, experience and developed skills in different agribusiness and economic research framework and methodology.
- Improved the faculty's ability to perform agribusiness and economic research.
- Grasp learning, insights, and knowledge of different approaches of conducting extension projects, see things from a different perspective, especially on the developing new ideas for extension projects.
- Enhanced faculty's writing skills in developing extension proposals.
- Developed linkages and networks with experts in writing proposals and conducting extensions projects.

Prepared by:


ANALITA A. SALABAO
Head, DBM

Conforme:


HADASHA N. BONGAT
Ratee