

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: PRECIOUS C. DOMINGO

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Faculty	25%	4.85 4.85	1.21
b. Students	75%	4.25	3.19
TOTAL for Instruction	90%		3.96
2. Research	4.0%	0.00	0.00
3. Extension	4.0%	2.00	0.08
4. Production	1.0%	5.00	0.05
5. Administration/Other Services	1.0%	5.00	0.05
TOTAL			4.14

EQUIVALENT NUMERICAL RATING: 4.14
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: 4.14

ADJECTIVAL RATING: VERY SATISFACTORY

Prepared by: 01/25/19
PRECIOUS C. DOMINGO
Name of Faculty

Reviewed by: GUIRALDO C. FERNANDEZ, JR.
Department Head

Recommending Approval:
CANDELARIO L. CALIBO
Dean, CAS

Approved by:
BEATRIZ S. BELONIAS
Vice President for Instruction

"Exhibit B"

I, PRECIOUS C. DOMINGO, 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 2018**

PRECIOUS C. DOMINGO

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 English Language subject	18.00	30.90	4.3	4.25	4.25	4.25	
		Number of Instructional Materials Developed/Revised and Utilized									
		* Revised IMs within the last 3 years	Author/Compiler	Revises course syllabi in English Language	1	3	5	5	5	5	
		* Powerpoint presentations prepared	Author/Compiler		10	15	5	5	5	5	
		Student Advising and Consultation Services									
		* Number of students advised		ABELS	1	2	5	5	5	5	
		* Number of hrs per week spent on student consultation	Consultation		3	3	5	5	5	5	
				SUB-TOTAL						24.25	
MF02	Research	NONE								0.00	
MF04	Extension	Number of trainings/seminars attended	seminars	participant	2	3	2	2	2	2.00	Gender Sensitivity Training/ Orientation of the Newly Hired Faculty and Part-Timers/ Faculty Association Orientation/
				SUB-TOTAL						2.00	
MF04	Support to Students/ Production	Number of quizzes prepared and checked		Engl 21, Orco, Comm11, Lit132	20	30	5	5	5	5.00	
		Number of midterm and final exams prepared and checked.		Engl 21, Orco, Comm11, Lit132	8	8	5	5	5	5.00	
		Number of oral recitations graded/evaluated		Engl 21, Orco, Comm11, Lit132	10	15	5	5	5	5.00	
		Number of midterm and final gradesheets submitted		Engl 21, Orco, Comm11, Lit132	8	8	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	department activity	Participant	1	1	5	5	5	5.00	English Month Celebration
		Number of committees served		Member	1	1	5	5	5	5.00	Thesis adviser


	Number of meetings attended	Meetings		2	3	5	5	5	5.00	
			SUB-TOTAL						15.00	

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


Comments & Recommendations for Development Purpose:

As evidenced in her vs student evaluation, ms. Domingo is a good teacher. Yet, she has to strive for excellence since there is always room for improvement.


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: _____

PERFORMANCE MONITORING FORM

Name of Employee: **PRECIOUS C. DOMINGO**

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 four (1) major courses of AB English Language: Litr. 132, and Senior High subject: Orco, Minor subject: Comm11 and Engl.21	Regular attendance in 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 the evaluation
2.	Prepare course syllabi updates	Approved course syllabi in Litr. 132, Orco, Comm11 and Engl.21	August 2018	December 2018	December 2018	Impressive	Outstanding	Follow OBE format as prescribed
3.	Prepare Instructional Materials	Developed and utilized IMs in class	August 2018	December 2018	December 2018	Impressive	Outstanding	
4.	Advise AB English graduating students	Approved manuscript submitted within the prescribed period	August 2018	December 2018	December 2018	Impressive	Outstanding	
5.	Allot time for student consultation	Spent 3 hrs. a week for consultation	August 2018	December 2018	December 2018	Impressive	Outstanding	
6.	Submit midterm grades and final grades	Grades submitted to registrar	August 2018	December 2018	December 2018	Impressive	Outstanding	Double check all the papers and grades before submission
8.	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	August 2018	December 2018	December 2018	Impressive	Outstanding	Participate actively in all department/, college, university activity

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

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

Prepared by

GUIRALDO C. FERNANDEZ, JR.

Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **PRECIOUS C. DOMINGO**

Performance Rating:

Aim: To pursue graduate studies for the degree Doctor of Arts in Language Teaching, engage in research or extension projects, developed new teaching activities and improved existing teaching strategies

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

Date: August 2018

Target Date: One year from today

First Step:

- a) Be enroll in a Normal School offering Language Teaching Program.
- b) Be involved on research or extension projects which the Department has started to work on.

Result:

She is currently enrolled in Leyte Normal University taking Doctor of Arts in Language Teaching
Research output during the course of the study will be presented to conferences if possible.

Date: December 2018

Target Date: End of first semester

Next Step:

She was advised to participate in conferences and training as presenter and encouraged her to conduct research in line with her field.


Outcome: NA

Final Step/Recommendation: NA

Prepared by:


GUIRALDO C. FERNANDEZ, JR.
Department Head

Conforme:


PRECIOUS C. DOMINGO
Employee/Faculty