

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

Name of Faculty Member: **ANNIE FAMELA B. RODRIGUEZ**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.77x50%= 2.39	
b. Students (50%)		4.67 x50% = 2.33	
Total for Instruction	100%	4.72	4.72
2. Research			
a. Client/Dir. for Research (50%)	0		0
b. Dept. Head/Center Director (50%)			
Total for Research			
3. Extension	0		0
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			0
4. Administration	0%		0
5. Production	0		0
TOTAL	100		4.72

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:


TOTAL NUMERICAL RATING: 4.72

ADJECTIVAL RATING: Outstanding

Prepared by:

  
**ANNIE FAMELA B. RODRIGUEZ**  
Name of Faculty

Reviewed by:

  
**ROSARIO P. ABELA**  
Department Head

Recommending Approval:

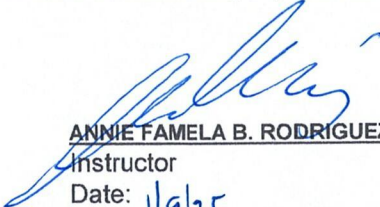
  
**BAYRON S. BARREDO**  
Dean/Director


Approved:


  
**ROTACIO S. GRAVOSO**  
Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ANNIE FAMELA B. RODRIGUEZ, a faculty member of the Department of Teacher Education-IHS commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JULY to DECEMBER 2024.

  
**ANNIE FAMELA B. RODRIGUEZ**  
 Instructor  
 Date: 11/12/25

Approved:   
**ROSARIO P. ABELA**  
 Department Head  
 Date: 1-14-25

  
**BAYRON S. BARREDO**  
 College Dean  
 Date: 1-15-25

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
<b>UMFO 1. ADVANCED EDUCATION SERVICES</b>										
<b>OVPI MFO 2. Graduate Student Management Services</b>										
	<b>PI 4:</b> Total FTE coordinated, implemented & monitored*	<b>A1.</b> Actual Faculty's FTE	Handles subjects/courses assigned							
	<b>PI 8:</b> Number of graduate students advised *	<b>A2.</b> Number of students advised	Acts as academic adviser to graduate students							
		<b>A3 .</b> Number of students advised on thesis/special problem/dissertation								
		<i>As GAC Chairman</i>	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		<i>AS GAC Member</i>	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		<b>A4 .</b> Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							



	<b>PI 9:</b> Number of instructional materials developed *	<b>A5.</b> Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems								
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof								
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught								
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.								
		A 6 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor								
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom								
	<b>PI 10.</b> Additional outputs:	<b>A 8.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal								
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>											
<b>OVPI UMFO 3. Higher Education Management Services</b>											
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	Handles and teaches courses assigned	18	26.6	5	5	5	5.00	EAPP-STEM A12, EAPP-STEM B12, EAPP-HUMSS12, EAPP-TVL, ELng110-BSEd3, ENGI-	
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	6	5	5	5	5.00	EAPP-STEM A12, EAPP-STEM B12, EAPP-HUMSS12, EAPP-TVL, ELng110-BSEd3, ENGI-	
		<b>A 11.</b> Number of INC forms with grade submitted within prescribed period	Facilitates students in their completion of the subject and submits completion forms with grade within prescribed period	0	0						
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	1	1	5	5	5	5.00	FACILITATING TEACHING AND LEARNING: STRATEGIES FOR AN INTERACTIVE CLASSROOM	

	<b>A13</b> . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	6	5	5	5	5.00	EAPP-STEM A12, EAPP-STEM B12, EAPP-HUMSS12, EAPP-TVL, ELng110-BSEd3, ENGLI-
	<b>A14</b> . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	2	20	5	5	5	5.00	EAPP-STEM A12, EAPP-STEM B12, EAPP-HUMSS12, EAPP-TVL, ELng110-BSEd3, ENGLI-
	<b>A15</b> . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
<b>PI8</b> : Number of students advised: *	<b>A16</b> . Number of students advised:	Acts as academic adviser to students	10	12	5	5	5	5.00	HUMSS
	<b>A17</b> . Number of students advised on thesis/ field practice/special problem:	Advises, and corrects research outline and manuscript of highschool students	1	6	5	5	5	5.00	HUMSS12
		Advises, and corrects lesson plans, dtr, accomplishment reports, demo-teaching, etc.	1	4	5	5	5	5.00	BSEd in English Student Teachers
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript							
	<b>A18</b> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	30	120	5	5	5	5.00	EAPP-STEM A12, EAPP-STEM B12, EAPP-HUMSS12, EAPP-TVL, ELng110-BSEd3, ENGLI-
<b>PI9</b> : Number of student organizations advised/ assisted *	<b>A19</b> . Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	5	5	5	5.00	LEXES/League of Exemplary Students
	<b>A20</b> . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student	1	1	5	5	5	5.00	The Tiller/School Publication
<b>PI10</b> : Number of instructional materials developed *	<b>A21</b> : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	0						



		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	5	5	5	5.00	EAPP12
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	3	5	5	5	5.00	EAPP12, ENGLISHII, ELNG110
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	2	5	5	5	5.00	EAPP12, ELNG110
		<b>A 23</b> : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor							
		<b>A 24</b> : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	2	5	5	5	5.00	EAPP12, ELNG110
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation			3	3	3	3.00	
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU			5	5	5	5.00	BSEd4 Practice teachers at DepEd Schools
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal			3	3	3	3.00	
<b>UMFO 3 . RESEARCH SERVICES</b>										
	<b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	<b>A27.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	Conducts research for possible utilization by industry or other beneficiaries							
	<b>PI2.</b> Number of research outputs completed within the year *	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research orject within the year							

4.777778





	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implementes duly approved extension projects							
	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	Provides quality and relevant training courses and advisory services							
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	<i>Research Mentoring</i>	<i>Research Mentor</i>								
	<i>Peer reviewers/Panelists</i>	<i>Peer reviewers/Panelists</i>								
	<i>Resource Persons</i>	<i>Resource Persons</i>								
	<i>Convenor/Organizer</i>	<i>Convenor/Organizer</i>								
	<i>Consultancy</i>	<i>Consultant</i>								
	<i>Evaluator</i>	<i>Evaluator</i>								
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							

UMFO 5. SUPPORT TO OPERATIONS									
<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>									
<b>PI 8.</b> Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015*	<b>A 44.</b> Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015*	Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member		zero non-conformity					
	<b>A 45.</b> Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools		100% compliant					
	On program accreditations								
	On institutional accreditations								
UMFO 6. General Admin. & Support Services									
<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint					
<b>PI 3:</b> Additional Outputs	<b>A 47.</b> Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *	Initiates/introduces improvements in performing functions resulting to best practice							
	<b>A 48.</b> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
<b>Total Over-all Rating</b>								95.55	
<b>Average Rating</b>								4.78	
<b>Adjectival Rating</b>								Outstanding	

Evaluated & Rated by:

Rosario P. Abela  
ROSARIO P. ABELA

Department Head

Date: 1-14-25

Recommending Approval

Bayron S. Barredo  
BAYRON S. BARREDO

Dean, College of Education

Date: 1-15-25

Approved by:

Rotacio Gravoso  
ROTACIO GRAVOSO

Vice President for Academic Affairs

Date: 1/20/25



**PERFORMANCE MONITORING & COACHING JOURNAL**

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

Name of Office: VSU Integrated High School

Head of Office: Dr. Rosario P. Abela

Number of Personnel: 15

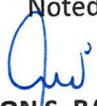
Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
<b>Monitoring</b>  Review and Finalization of HIS Individual Targets (January to December 2024) and Accomplishments (July-December 2024)		Faculty Meeting -August 02, 2024 -September 18, 2024  Consolidation of IPCR Accomplishments (January 9, 2025)			Each faculty finalize their IPCR Targets (January to-December 2024) and Accomplishments (July-December 2024)
<b>Coaching</b>  Review the need support to facilitate the attainment of the IHS targets		Faculty Meeting -August 02, 2024 -September 18, 2024)			Submitted list if support needed to attain targets.

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

Conducted by:

  
**ROSARIO P. ABELA**  
 Department Head

Noted by:

  
**BAYRON S. BARREDO**  
 Dean, College of Education

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Annie Famela B. Rodriguez

Performance Rating: Outstanding

Aim: 1. To level up teaching effectiveness and enrich knowledge related to instruction.  
2. To attend trainings and seminars related to research and extension.

Proposed Interventions to Improve Performance:

Date: January 2025

Target Date: June 2025

First Step:

- 
1. Develop instructional materials (LGs) ready to be used for flexible learning.
  2. Attend trainings and seminars related to research and extension.
- 

Result:

1. Carry out responsibilities as an instructor and other tasked assigned to her.

Date: January 2025

Target Date: June 2025

Next Step:

Attend seminars, trainings and conferences for self-enhancement and professional development.

Outcome: Attended seminars organized by the college or university.  
Produce proposal for research, extension and instruction.

Final Step/Recommendation:

Be involved in planning/crafting research proposals with faculty of the department.

Prepared by:

  
ROSARIO P. ABELA  
Unit Head

Conforme:

  
ANNIE FAMELA B. RODRIGUEZ

Name of Ratee Faculty/Staff





**TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATINGS**

2<sup>nd</sup> Semester AY 2023 - 2024

Name of Faculty : ANNIE FAMELA B. RODRIGUEZ

Department: VSU Integrated High School

College: College of Education

Course No. & Descriptive Title	Lec./Lab.	RATING		% Evaluation Rating
		Numerical	Adjectival	
Reading and Writing	Lec	5	O	100.00
Contemporary Arts from the Region	Lec	5	O	100.00
PrEd 129 Technology for Teaching & Learning I	Lec	4	VS	80.00
<b>Average Rating</b>		<b>4.67</b>	<b>O</b>	<b>93.33 %</b>

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

Legend:

1.00 - 1.49 Poor (P)

1.50 - 2.49 Fair (F)

2.50 - 3.49 Satisfactory(S)

3.50 - 4.49 Very Satisfactory(VS)

4.50 - 5.00 Outstanding(O)

Prepared by:

  
**VANESSA W. NAZAL**

TPES In-Charge

Date: 10-30-2024

Attested by:

  
**MA. RACHEL KIM L. AURE**

Director, Instruction and Evaluation

Date: 10-31-2024

Received by:

  
**ANNIE FAMELA B. RODRIGUEZ**

Name and Signature of Faculty

Date: 11/27/24

Distribution of copies: IEO, College, Department, Faculty (all in original signature)



**INSTRUCTION AND EVALUATION OFFICE**

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