

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Ms. Syrene P. Nayre

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	4.81	4.81 x 50% =2.40	
b. Students (50%)	5.00	5.00 x 50% =2.50	
Total for Instruction	100%	4.90	4.90
2. Research	-	-	-
3. Extension	-	-	-
4. Administration	-	-	-
5. Production	-	-	-
TOTAL	100%		4.90


EQUIVALENT NUMERICAL RATING: 4.90

Add: Additional Points, if any: -


TOTAL NUMERICAL RATING: 4.90

ADJECTIVAL RATING: Outstanding

Prepared by:

  
SYRENE P. NAYRE  
Name of Faculty


Reviewed by:

  
VENICE B. IBANEZ  
Department Head

Recommending Approval:

  
ANALITA A. SALABAO  
Dean

Approved:

  
BEATRIZ S. BELONIAS  
Vice President for Instruction

# INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Syrene P. Nayre of the Department of Consumer and Hospitality 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 January to June 2019.

SYRENE P. NAYRE

Ratee

Approved: VENICE B. IBANEZ

Head of Unit

MFO & PAPS	Success Indicators	Tasks/Target Assigned	Actual Accomplishment	Rating				Remarks
				Q1	E2	T3	A4	
Advanced & Higher Education Services	<b>No. of Course Outlines/syllabus revised</b>							
	2 <sup>nd</sup> Sem 2019	2	2	4	5	5	4.66	
	Summer 2019	1	1	4	5	5	5.00	
	1 <sup>st</sup> Sem 2019	NA						
	<b>No. of IMs revised</b>							
	2 <sup>nd</sup> Sem 2019	2	2	4	5	5	4.66	
	Summer 2019	1	1	4	5	5	4.66	
	1 <sup>st</sup> Sem 2019	NA						
	<b>No. of long/term exams conducted, checked and recorded</b>							
	2 <sup>nd</sup> Sem 2019	4	4	4	5	5	4.66	
	Summer 2019	2	2	4	5	5	4.66	
	1 <sup>st</sup> Sem 2019	NA						
	<b>No. of quizzes administered, checked &amp; recorded</b>							
	2 <sup>nd</sup> Sem 2019	3	6	5	5	5	5.00	
	Summer 2019	4	6	4	5	5	5.00	
	1 <sup>st</sup> Sem 2019	NA						





[illegible]

Average Rating		4.81
Additional Points		
Approved Additional points (with copy of approval)		
FINAL RATING		4.81
ADJECTIVAL RATING		Outstanding

#### Comments & Recommendations

##### For Development Purposes:

The faculty should be given time and support for industry immersion to update and broaden industry knowledge and competency in the field of tourism industry.

*Hay*  
VENICE B. IBÁÑEZ  
Department Head

Evaluated and Rated By:

*Hay*  
VENICE B. IBÁÑEZ

Department Head

Date: \_\_\_\_\_

Recommending Approval

*Alab*  
ANALITA A. SALABAO

Dean, CME

Date: \_\_\_\_\_

Approved by:

*BN*  
BEATRIZ S. BELONIAS

Vice President

Date: \_\_\_\_\_

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



**VISAYAS**  
STATE UNIVERSITY



**DEPARTMENT OF CONSUMER AND  
HOSPITALITY MANAGEMENT**  
College of Management and Economics,  
Visayas State University  
Visca, Baybay City, Leyte PHILIPPINES  
Email: dchm@vsu.edu.ph  
Website: www.vsu.edu.ph

Exhibit I

**PERFORMANCE MONITORING FORM**  
January-June 2019

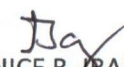
**Name of Employee: Syrene P. Nayre**

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 undergraduate courses	HRTM 133 HRTM 130 HRTM 122 TVL HE-TPS	Jan. 2, 2019	June. 14, 2019	June 6, 2019	VI	O	
2	Serve as DBGF	500 student members	Jan. 10, 2019	June 3, 2019	May 23, 2019	I	VS	
3	Serve as alumni coordinator	95 alumni	-do-	-do-	-do-	I	VS	

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

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

Prepared by:

  
VENICE B. BAÑEZ  
Head, DCHM

**VSU's Vision:** A globally competitive university for science, technology, and environmental conservation.

**VSU's Mission:** Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.


PERFORMANCE MONITORING & COACHING JOURNAL

X	1st	Q U A R T E R
X	2 <sup>nd</sup>	
	3 <sup>rd</sup>	
	4th	

Name of Office: DCHM

Head of Office: Ms. Venice B. Ibañez

Name of Faculty/Staff: Syrene P. Nayre


Signature: 

Date: \_\_\_\_\_

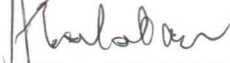
Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
<b>Monitoring</b> Discussion of job-related accomplishments, problems and plans	X	X			
<b>Coaching</b> Discuss ways to improve the execution of assigned tasks	X	X			

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

Conducted by:

  
**VENICE B. IBAÑEZ**  
Immediate Supervisor

Verified by:

  
**ANALITA A. SALABAO**  
Next Higher Supervisor

cc: OVPI  
ODAHRD  
PRPEO



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Syrene P. Nayre

Performance Rating: Outstanding ✓

Signature: \_\_\_\_\_

Aim: To take Trainer's Methodology™ in Hospitality and Tourism Management Courses

Proposed Intervention to improve Performance:

Date: January 2019

Target: June 2019

### First Step

The faculty should take at least one National Competency in preparation for TM

### Result:

Passed and competent for Housekeeping Services NC II

Date: July 2019

Target Date: December 2019

### Next Step:

Apply the OBE syllabus and make necessary revisions and apply for TM in Housekeeping

### Outcomes :

The faculty should finish all the OBE syllabus for the new curriculum and become an assessor for Housekeeping.

### Final Step/Recommendation

The faculty should be given enough time and support for industry immersion to update and broaden industry knowledge and competency in the field of tourism industry.

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Prepared by:

VENICE B. IBANEZ  
Head, DCHM

Conforme:

SYRENE P. NAYRE