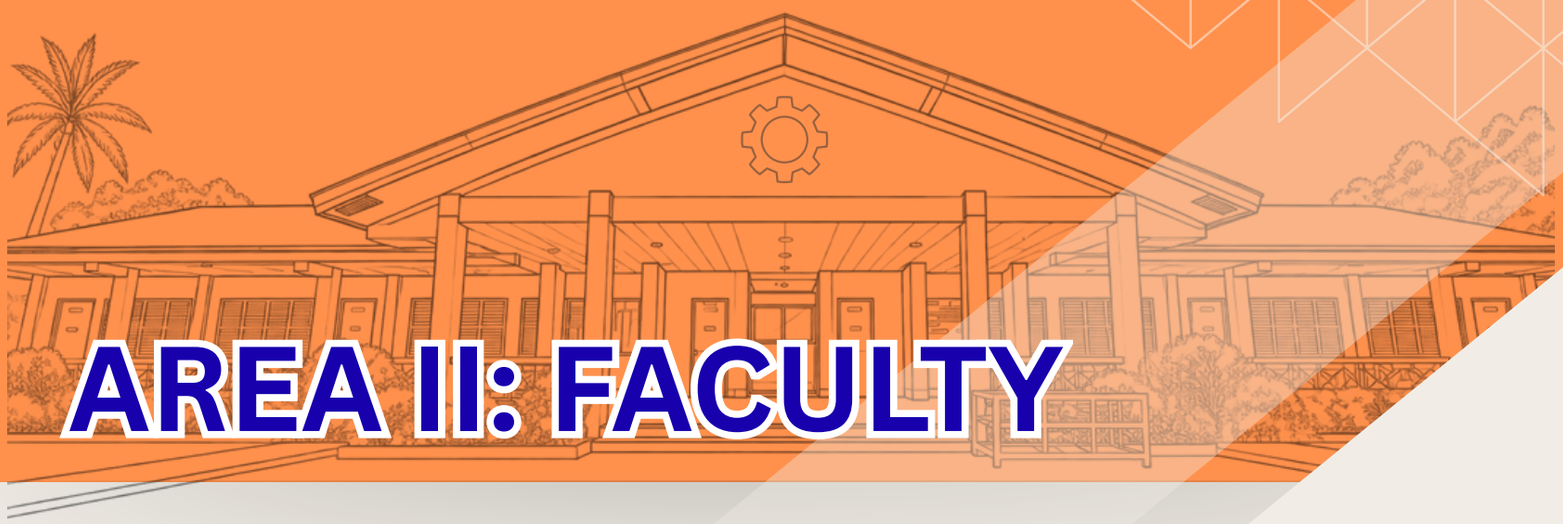
UNIVERSITY OF SOUTHERN MINDANAO
COLLEGE OF TRADES AND INDUSTRIES

AACCUP

LEVEL 1 SURVEY VISIT

BTVTED

BACHELOR OF
TECHNICAL - VOCATIONAL
TEACHER EDUCATION



AREA II: FACULTY

PARAMETER C:
FACULTY ADEQUACY AND LOADING

SYSTEM-INPUTS AND PROCESSES

S.4. Faculty schedule has time for preparation of lessons, scoring of test papers, record-keeping, class evaluation and other instruction-related activities.

Republic of the Philippines
UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
9407 Philippines

REVISED FACULTY MANUAL

2024 EDITION

UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

Faculty Time and Location
1ST Semester SY 2026 - 2027

Name: IRA ANDREANA K. MAMA College/Unit: CTI Designation:

Time	Monday	Yr/Crs/ Sec	Room/ Venue	No. of Students	Wednesday	Yr/Crs/ Sec	Room/ Venue	No. of Students	Friday	Yr/Crs/ Sec	Room/ Venue	No. of Students
7:00-8:00	ADT 09 (Lec)	2 BINDTECH B	AD 1	39	ADT 09 (Lec)	2 BINDTECH B	AD 1	39				
8:00-9:30	ADT 09 (Lab)				ADT 09 (Lab)							
9:30-10:00	TLE 05	2 BTVTED A&B	AD 1	47	TLE 05	2 BTVTED A&B	AD 1	47				
10:00-11:00												
11:00-12:00	STUDENT CONSULTATION (Office hours)											
12:00-1:00	LUNCH BREAK											
1:00-2:00	ADT 03 (Lec)	1 BINDTECH B	AD 2	59	ADT 03 (Lec)	1 BINDTECH B	AD 2	59	TLE 01	1 BTVTED C&D	AD 1	33
2:00-3:30	ADT 03 (Lab)				ADT 03 (Lab)							
3:30-4:00	CHECKING AND RECORDING OF SCORES (Office hours)											
4:00-5:00												
Office Hours	1				0				0			
Class Hours	6.5				6.5				3			
Total	7.5				6.5				3			

Time	Tuesday	Yr/Crs/ Sec	Room/ Venue	No. of Students	Thursday	Yr/Crs/ Sec	Room/ Venue	No. of Students	Saturday	Yr/Crs/ Sec	Room/ Venue	No. of Students
7:00-8:30	TLE 01	1 BTVTED A&B	AD 1	60	TLE 05	1 BTVTED A&B	AD 1	60				
8:30-9:30	TLE 05	2 BTVTED C&D	AD 1	33	TLE 05	2 BTVTED C&D	AD 1	33				
9:30-10:00												
11:30-12:00	STUDENT CONSULTATION (Office hours)											
12:00-1:00	LUNCH BREAK											
1:00-2:00	DTTE 09 (Lec)	3 BTVTED B	TechVoc 3	39	DTTE 09 (Lec)	3 BTVTED B	TechVoc 3	39				
2:00-3:00												
3:00-4:00	DTTE 09 (Lab)				DTTE 09 (Lab)							
4:00-5:00												
Office Hours	2				2							
Class Hours	7				7				0			
Total	9				9				0			

SUMMARY OF INFORMATION

1. No. of Preparation	5
2. *Load Displacement*	
3. *Research/Extension Load*	
4. Laboratory Hours	12
5. Lecture Hours	17
6. *Actual Teaching Load(4+5)*	29
7. *Credit for Student Factor*	
8. Total Load (add #2,3,6 & 7)	30
9. Normal Load	
10. Overload/(Underload)	
11. Office Hours	5
12Class Hours	29
13. Total Hours (11+12)	34

Submitted by:
IRA ANDREANA K. MAMA
Faculty

Checked by:
MANUEL J. TAYONG
Department Chairperson

Recommending Approval:
JOEL V. MISANES
Dean

Approved:
LEORENCE C. TANDOG
Vice Pres. for Academic Affairs

USM-DIO-Fo2-Rev.2.2023.08.22

INDIVIDUAL FACULTY TIME AND LOCATION

UNIVERSITY OF SOUTHERN MINDANAO
COLLEGE OF TRADES AND INDUSTRIES
BACHELOR OF TECHNICAL-VOCATIONAL EDUCATION

BM23 =IF(SUM(BL23:BL23)>0,SUM(BL23:BL23),"")

e of Student	Score	TOTAL	AVERAGE	POINTS	QUIZ1	QUIZ2	QUIZ3	QUIZ4	QUIZ5	QUIZ6	QUIZ7	TOTAL	AVERAGE	POINTS	Report1	Report2	TOTAL	AVERAGE	POINTS	Wrt.Ass.1	Wrt.Ass.2	Wrt.Ass.3	TOTAL	AVERAGE	POINTS	Midterm	TOTAL	AVERAGE	POINTS
POSSIBLE HIGHEST SCORE	9	17	100	10%	20	30	20					70	100	15%	50	30	80	100	25%	15	15	30	60	100	10%	60	60	100	40%
23-59134	8	8.00	47.06	4.71	15	26	11					52.00	74.29	11.14	50	25	75.00	93.75	23.44							52	52.00	86.67	34.67
23-09613	9	9.00	52.94	5.29	20	25	14					59.00	84.29	12.64	50	25	75.00	93.75	23.44							59	59.00	98.33	39.33
23-74732	6	6.00	35.29	3.53	20	23	16					59.00	84.29	12.64	50	25	75.00	93.75	23.44										
23-54714	7	7.00	41.18	4.12	20	16	12					48.00	68.57	10.29	50	25	75.00	93.75	23.44							55	55.00	91.67	36.67
23-68741	9	9.00	52.94	5.29	20	14	8					42.00	60.00	9.00	50	25	75.00	93.75	23.44							44	44.00	73.33	29.33
23-08155	9	9.00	52.94	5.29	20	26	18					64.00	91.43	13.71	50	25	75.00	93.75	23.44							41	41.00	68.33	27.33
23-71659	9	9.00	52.94	###	20	25	13					58.00	82.86	12.43	50	25	75.00	93.75	23.44							51	51.00	85.00	34.00
23-62274	9	9.00	52.94	5.29	20	28	7					55.00	78.57	11.79	50	25	75.00	93.75	23.44							57	57.00	95.00	38.00
23-57231	7	7.00	41.18	4.12	20	10	8					38.00	54.29	8.14	50	25	75.00	93.75	23.44							50	50.00	83.33	33.33
23-49831	8	8.00	47.06	4.71	20	28	12					60.00	85.71	12.86	50	25	75.00	93.75	23.44							50	50.00	83.33	33.33
23-44370	8	8.00	47.06	4.71	20	27	14					61.00	87.14	13.07	50	25	75.00	93.75	23.44							44	44.00	73.33	29.33
23-70282	8	8.00	47.06	4.71	20	22	14					56.00	80.00	12.00	50	25	75.00	93.75	23.44							37	37.00	61.67	24.67
23- 18694	8	8.00	47.06	4.71	20	21	16					57.00	81.43	12.21	50	25	75.00	93.75	23.44							35	35.00	58.33	23.33
23-02098	8	8.00	47.06	4.71	20	9	13					42.00	60.00	9.00	50	25	75.00	93.75	23.44							40	40.00	66.67	26.67
23-91504	8	8.00	47.06	4.71	15	21	9					45.00	64.29	9.64	50	25	75.00	93.75	23.44										
23-80591																													
23-82315	8	8.00	47.06	4.71	20	15	14					49.00	70.00	10.50	50	25	75.00	93.75	23.44										
23-74517	8	8.00	47.06	4.71	20	29	17					66.00	94.29	14.14	50	25	75.00	93.75											
23-09041	8	8.00	47.06	4.71	20	14	8					42.00	60.00	9.00	50	25	75.00	93.75	23.44										
23-41177	7	7.00	41.18	4.12	20	25	16					61.00	87.14	13.07	50	25	75.00	93.75	23.44										

SAMPLE OF FACULTY CLASS RECORD USING MS EXCEL