AREA II

FACULTY

PARAMETER E:

FACULTY DEVELOPMENT

I.10.1

I.10.1 The faculty development program provides the adequate and qualified supervision of faculty

UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

SUPERVISORY PLAN FOR DEPARTMENT HEAD, DEPARTMENT OF ACCOUNTANCY

Program of Activities	2nd Semester SY 2025-2026						
	Jan	Feb	Mar	Apr	May	June	Remarks
I. INSTRUCTION							
1. Monitor submission and implementation of faculty workload	/	/	/	/	/		submitted workload
2. Check submission of course syllabi of Faculty in the Department	/	/					
3. Compile copies of mid-term/final Examinations of all faculty in the department			/		/		
4. Monitor faculty consultation with students through Individual reports of faculty		/	/	/	/	/	
5. Check submission of targets and accomplishments of Faculty (IPCR)	/						submitted accomplished for 2025
6. Check submission of DTRs.	/	/	/	/			
7. Conduct random observation of classes				/			
II. RESEARCH							
8. Supervise implementation of the department's research guidelines, policies and activities	/	/	/	/			student orientation - Feb 6
9. Monitor faculty submitted and approved research proposals by any funding agencies	/	/	/	/			
10. Monitor faculty attendance in research in-house/dissemination/fora	/	/	/	/			
11. Monitor faculty/students publications, inventions, etc.	/	/	/	/			
III. EXTENSION							
12. Supervise implementation of the department's extension guidelines, policies and activities	/	/	/	/			
13. Monitor faculty submitted and approved proposals by any extension funding agencies	/	/	/	/			
14. Monitor faculty attendance in extension in-house/dissemination/fora	/	/	/	/			
15. Monitor faculty/students extension reports	/	/	/	/			
IV. PRODUCTION							
16. Monitor production activities of the department	/	/	/	/			workbook production PA 01
V. OTHERS							
17. Monitor co-curricular activities of the students and faculty	/	/	/	/			planning - Jan 30
18. Initiate curriculum review/revision (as necessary)	/	/	/	/			
19. Supervise/monitor the implementation of 7S in the department	/	/	/	/			
20. Supervise ISO/Accreditation processes of the department	/	/	/	/			ISO relevant audits - Feb 5

Prepared by:

SANDRA ANGELA A. BANGCAYA
Chairperson, Accountancy Department

Verified by:

CHERYL Y. DULAY
Dean, CBDEM

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UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

SUPERVISORY PLAN FOR DEPARTMENT HEAD, DEPARTMENT OF ACCOUNTANCY

Program of Activities	1ST Semester SY 2025-2026						
	Jul	Aug	Sep	Oct	Nov	Dec	Remarks
I. INSTRUCTION							
1. Monitor submission and implementation of faculty workload	/	/	/	/	/	/	submitted
2. Check submission of course syllabi of Faculty in the Department	/	/					
3. Compile copies of mid-term/final Examinations of all faculty in the department				/		/	
4. Monitor faculty consultation with students through Individual reports of faculty		/	/	/	/	/	
5. Check submission of targets and accomplishments of Faculty (IPCR)	/					/	submitted targets
6. Check submission of DTRs.	/	/	/	/	/	/	
7. Conduct random observation of classes					/		~~August~~ Sept 8-27 Nov 3-15 (165)
II. RESEARCH							
8. Supervise implementation of the department's research guidelines, policies and activities	/	/	/	/	/	/	
9. Monitor faculty submitted and approved research proposals by any funding agencies	/	/	/	/	/	/	
10. Monitor faculty attendance in research in-house/dissemination/fora	/	/	/	/	/	/	
11. Monitor faculty/students publications, inventions, etc.	/	/	/	/	/	/	
III. EXTENSION							
12. Supervise implementation of the department's extension guidelines, policies and activities	/	/	/	/	/	/	
13. Monitor faculty submitted and approved proposals by any extension funding agencies	/	/	/	/	/	/	
14. Monitor faculty attendance in extension in-house/dissemination/fora	/	/	/	/	/	/	Magget materials
15. Monitor faculty/students extension reports	/	/	/	/	/	/	
IV. PRODUCTION							
16. Monitor production activities of the department	/	/	/	/	/	/	Workbook products PA 01 workbook typeset BATSTA 02, ACC 25
V. OTHERS							
17. Monitor co-curricular activities of the students and faculty	/	/	/	/	/	/	
18. Initiate curriculum review/revision (as necessary)	/	/	/	/	/	/	
19. Supervise/monitor the implementation of 7S in the department	/	/	/	/	/	/	
20. Supervise ISO/Accreditation processes of the department	/	/	/	/	/	/	

Prepared by:

SANDRA ANGELA A. BANGCAYA
Chairperson, Accountancy Department

Verified by:

IRVING T. FAJARITO, JR.
Dean, CBDEM

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UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

CLASSROOM OBSERVATION

Faculty in charge	BAIKONDAN B. GUIMAN	Date	4/6/2026
Course	FINANCIAL MANAGEMENT (BSEA IA)	Time	2:30PM - 4:00 PM
Topic	Dividend Paying Issues	Venue/Platform	LED 10

Scale: 5-Outstanding 4- Very satisfactory 3- Satisfactory 2- Needs improvement 1- Inadequate
NA-Not Applicable

Dimensions and Indicators	RATING						
A. CONTENT AND ORGANIZATION (40%)	5	4	3	2	1	NA	Value
1. Teacher clearly introduces the topic and the lesson objectives/outcomes in the class.	✓						2.00
2. Teacher presents the lesson in a clear, well-organized, factually accurate manner without mistakes.	✓						2.00
3. Mastery of the subject matter is demonstrated in the delivery of the lesson.	✓						2.00
4. Logical and meaningful connection is made by the teacher between the lesson and prior knowledge, relevant ideas, and students' lives and experiences.	✓						2.00
5. Accurate and real-life examples are provided to explain the lesson.	✓						2.00
6. Summary of the main points and general ideas is provided by the teacher at the end of the lesson.	✓						2.00
						Subtotal	2.00
	5	4	3	2	1	NA	Value
B. DELIVERY OF INSTRUCTION (30%)							
1. Strategies and techniques employed by the teacher are varied and appropriate to suit the lesson and students' learning styles.	✓						1.5
2. Varied learning activities are implemented to maximize student participation.		✓					1.2
3. Lessons are presented in an interesting way.	✓						1.5
4. Lesson is delivered on the target date of delivery	✓						1.5
5. Proficiency in grammar in delivering lessons is ensured	✓						1.5
6. Exemplary skills in asking questions that elicit discussion and interaction in class.	✓						1.5
7. Sufficient time is allowed for students to answer the questions.	✓						1.5
						Subtotal	1.46
C. USE OF INSTRUCTIONAL MATERIALS (15%)	5	4	3	2	1	NA	Value
1. Varied and appropriate instructional materials are used to deliver the lesson.	✓						0.75
2. Lessons were presented in a format that did not disadvantage any learner.	✓						0.75
3. Visual aids used are presented using appropriate color, brightness, contrast, and size.						✓	
						Subtotal	0.75
D. CLASSROOM MANAGEMENT (10%)	5	4	3	2	1	NA	Value
1. Order and discipline are efficiently managed by the teacher.	✓						0.50
2. Classroom or platform is appropriately set up to suit the objectives of the lesson.	✓						0.50
3. Suitable routines and procedures are presented by the teacher to maximize the time allotment.	✓						0.50
						Subtotal	0.50
E. PERSONALITY AND GROOMING (5%)	5	4	3	2	1	NA	Value
1. Neatness and good grooming are practiced by the teacher.	✓						0.25
2. Authority, dynamism, and enthusiasm are displayed by the teacher in the conduct of the class.	✓						0.25
						Subtotal	0.25
						Total	4.96
						Overall Rating	4.96

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UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

CLASSROOM OBSERVATION

Faculty in charge	Julhaina G. Cambang	Date	April 6, 2026
Course	Income Taxation	Time	2:30 - 4:30pm
Topic	Penalties	Venue/Platform	LED 5

Scale: 5-Outstanding 4- Very satisfactory 3- Satisfactory 2- Needs improvement 1- Inadequate
NA-Not Applicable

Dimensions and Indicators	RATING						
A. CONTENT AND ORGANIZATION (40%)	5	4	3	2	1	NA	Value
1. Teacher clearly introduces the topic and the lesson objectives/outcomes in the class.	✓						
2. Teacher presents the lesson in a clear, well-organized, factually accurate manner without mistakes.	✓						
3. Mastery of the subject matter is demonstrated in the delivery of the lesson.	✓						
4. Logical and meaningful connection is made by the teacher between the lesson and prior knowledge, relevant ideas, and students' lives and experiences.	✓						
5. Accurate and real-life examples are provided to explain the lesson.	✓						
6. Summary of the main points and general ideas is provided by the teacher at the end of the lesson.	✓						
						Subtotal	2.00
	5	4	3	2	1	NA	Value
B. DELIVERY OF INSTRUCTION (30%)							
1. Strategies and techniques employed by the teacher are varied and appropriate to suit the lesson and students' learning styles.	✓						
2. Varied learning activities are implemented to maximize student participation.		✓					
3. Lessons are presented in an interesting way.	✓						
4. Lesson is delivered on the target date of delivery	✓						
5. Proficiency in grammar in delivering lessons is ensured	✓						
6. Exemplary skills in asking questions that elicit discussion and interaction in class.	✓						
7. Sufficient time is allowed for students to answer the questions.	✓						
						Subtotal	1.46
C. USE OF INSTRUCTIONAL MATERIALS (15%)	5	4	3	2	1	NA	Value
1. Varied and appropriate instructional materials are used to deliver the lesson.	✓						
2. Lessons were presented in a format that did not disadvantage any learner.	✓						
3. Visual aids used are presented using appropriate color, brightness, contrast, and size.						✓	
						Subtotal	0.75
D. CLASSROOM MANAGEMENT (10%)	5	4	3	2	1	NA	Value
1. Order and discipline are efficiently managed by the teacher.	✓						
2. Classroom or platform is appropriately set up to suit the objectives of the lesson.	✓						
3. Suitable routines and procedures are presented by the teacher to maximize the time allotment.	✓						
						Subtotal	0.50
E. PERSONALITY AND GROOMING (5%)	5	4	3	2	1	NA	Value
1. Neatness and good grooming are practiced by the teacher.	✓						
2. Authority, dynamism, and enthusiasm are displayed by the teacher in the conduct of the class.	✓						
						Subtotal	0.25
						Total	4.96
						Overall Rating	4.96

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FACULTY EVALUATION AND DEVELOPMENT ACKNOWLEDGMENT FORM

A. FACULTY MEMBER

Name of Faculty Name	: ALLEN SHANE C. GARCIA
Department/College	: COLLEGE OF BUSINESS, DEVELOPMENT ECONOMICS AND MANAGEMENT
Current Faculty Rank	: ASSISTANT PROFESSOR I
Semester/ Term & Academic Year	: 2nd sem A.Y. 2025-2026

B. FACULTY EVALUATION SUMMARY

Overall Rating	
Student Evaluation of Teachers (SET)	**Supervisor's Evaluation of Faculty (SAF)**
94.29	98.60

C. Development Plan (to be jointly accomplished by the Supervisor and Faculty)

Areas for Improvement Pacing of Instruction
Proposed Learning and Development Activities Participate in seminars/workshops on effective teaching strategies, instructional pacing, and learner-centered approaches.
Action Plan Maintain a moderate and appropriate teaching pace by allowing sufficient time for students to listen, take notes, ask questions, and process important concepts.

I acknowledge that I have received and reviewed the faculty evaluation conducted for the period mentioned above. I understand that my signature below does not necessarily indicate agreement with the evaluation but confirms that I have been given the opportunity to discuss it with my supervisor.

SUPERVISOR		
Signature	:	
Name	:	SANDRA ANGELA A. BANGCAYA
Date Signed	:	2025. 07. 07
FACULTY		
Signature	:	
Name	:	ALLEN SHANE C. GARCIA
Date Signed	:	2025. 07. 07

CERTIFIED TRUE COPY:
MARGIE N. BUTUAN-GALANG
Chief Administrative Officer
University of Southern Mindanao
Date:_____

Republic of the Philippines
UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Tel. No. 63(985) 3308782
Email address: hrmd@usm.edu.ph

HUMAN RESOURCE MANAGEMENT & DEVELOPMENT OFFICE

FACULTY PERFORMANCE EVALUATION REPORT

Name of Faculty	:	GARCIA, ALLEN SHANE
College / Unit	:	College of Business, Development Economics and Management

Academic Year	AY 2023-2024		AY 2024-2025		AY 2025-2026	
Academic Term	1st Sem	2nd Sem	1st Sem	2nd Sem	1st Sem	2nd Sem
SET Rating	0.00	0.00	0.00	98.00	97.80	94.29

Academic Year	AY 2023-2024		AY 2024-2025		AY 2025-2026	
Academic Term	1st Sem	2nd Sem	1st Sem	2nd Sem	1st Sem	2nd Sem
SEF Rating	0.00	0.00	0.00	97.00	98.00	98.60

Purpose: for DBM-CHED JC 3 s. 2022

CERTIFIED TRUE COPY:
MARGIE N. BUTUAN-GALANG
Chief Administrative Officer
University of Southern Mindanao
Date:_____

Prepared by:

BERNALOU M. MALAQUE
Admin Assistant II

Attested by:

NERISSA G. DELA VIÑA
HRMDO Director

"UNITY IN DIVERSITY AND
SUSTAINABLE DEVELOPMENT IN
MINDANAO THROUGH QUALITY AND RELEVANT EDUCATION."

FACULTY EVALUATION AND DEVELOPMENT ACKNOWLEDGMENT FORM

A. FACULTY MEMBER

Name of Faculty Name : SANDRA ANGELA A. BANGCAYA
Department/College : ACCOUNTANCY / CBDEM
Current Faculty Rank : ASSOCIATE PROFESSOR III
Semester/ Term & Academic Year : 2ND SEMESTER, AY 2025-2026

B. FACULTY EVALUATION SUMMARY

Overall Rating	
Student Evaluation of Teachers (SET)	**Supervisor's Evaluation of Faculty (SAF)**
88.23	96.00

C. Development Plan (to be jointly accomplished by the Supervisor and Faculty)

Areas for Improvement Fulfill departmental requirements for data and records in a timely manner. There is a need to manage the pacing of more complex accounting topics to ensure better student comprehension of a few students.
Proposed Learning and Development Activities Allocate time to regularly read and review updates, announcements, and memos posted. Review and explore effective strategies for pacing and breaking down complex accounting topics to shorter topics to improve student comprehension.
Action Plan Stay updated by regularly checking group chats/memos and promptly act on relevant instructions and deadlines. Adjust the pacing of lessons and monitor student understanding throughout the discussion.

I acknowledge that I have received and reviewed the faculty evaluation conducted for the period mentioned above. I understand that my signature below does not necessarily indicate agreement with the evaluation but confirms that I have been given the opportunity to discuss it with my supervisor.

SUPERVISOR		
Signature	:	
Name	:	**CHERYL Y. DULAY**
Date Signed	:	**JULY 6, 2026**
FACULTY		
Signature	:	
Name	:	**SANDRA ANGELA A. BANGCAYA**
Date Signed	:	**JULY 7, 2026**

CERTIFIED TRUE COPY:
MARGIE N. [illegible]TUAN-GALANG
Chief Administrative Officer
University of Southern Mindanao
Date: _____