

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **VIVIAN P. LINA**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	100% 50%	4.87 x 100% 50%	4.87 2.43
b. Students (50%)	50%	4.78 x 50%	2.37
Total for Instruction			
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research			
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL			4.87 4.60

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

ADJECTIVAL RATING:

~~4.87~~ 4.80
0

Prepared by:

V. Lina
VIVIAN P. LINA
Name of Faculty

Reviewed by:

E. S. Quevedo
ELIZABETH S. QUEVEDO
Department Head

Recommending Approval:

M. T. Loreto
MA. THERESA P. LORETO
Dean/Director

Approved:

B. S. Belonias
BEATRIZ S. BELONIAS
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, VIVIAN P. LINA, a faculty member of the DEPARTMENT OF PURE AND APPLIED CHEMISTRY commit to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period JANUARY TO JUNE 2022.

Vyline
VIVIAN P. LINA
Instructor I
Date: 7/1/2022

Approved: *Elizabeth S. Quevedo*
ELIZABETH S. QUEVEDO
Department Head
Date: 7/8/2022


Ma. Theresa P. Loreto
MA. THERESA P. LORETO
College Dean
Date:

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	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handled and taught courses assigned	18	24.95	5	5	5	5.00	
		A10. Number of grade sheets submitted within prescribed period	Prepared gradesheet and submitted on or before deadline	6	15	5	5	4	4.67	Chem 120 (2) - 1st sem (Jan) Chem 130 (1) - 1st sem (Jan) Chem 131 (5) - 1st sem (Jan) Chem 131.1 (2) - 2nd sem Chem 131 (4) - 2nd sem Chem 200a1 (1) - 2nd sem
		A13. Number of long examinations administered and checked	Administered and checked long examination for subjects taught	2	6	5	5	4	4.67	Chem 120 (1) - 1st sem (Jan) Chem 130 (1) - 1st sem (Jan) Chem 131 (1) - 1st sem (Jan) Chem 131.1 (1) - 2nd sem Chem 131 (2) - 2nd sem
		A14. Number of quizzes administered and checked	Prepared and checked quizzes for lab and lec	5	54	5	5	4	4.67	Chem 131.1 (19) Chem 131 (19) Chem 193 (16)
	PI 8: Number of students advised: *	A16. Number of students advised:	Acted as academic adviser to students							

		A17 . Number of students advised on thesis/ field practice/special problem:		0						
		As SRC Chairman	Advised, and corrected <u>research outline</u> and thesis/SP manuscript	0						
		As SRC Member	Advised and corrected <u>research outline</u> and thesis/SP manuscript	0						
		A18 . Number of students entertained for consultation purposes	Entertained students consulting on subject taught and grades	20	125	5	5	4	4.67	
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advised student organizations recognized by USOO							
		A20 . Number of Student organizations assisted on student related activities	Assisted student organizations in implementing student related activities							
	PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :	Prepared and submitted for review by the Technical Review Panel							
		On-line ready courseware	Prepared Instructional module/laboratory guide/workbook or a combination thereof							
		Supplemental learning resources	Prepared Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10	23	5	5	5	5.00	
		Assessment tools	Prepared assessment tools such as long exam, quizzes, problems sets, etc.	7	47	5	5	5	5.00	

		A 23 : Number of on-line course were reviewed by TRP & edited by MMDC editor	Submitted the course were duly reviewed by TRP for editing by MMDC editor							
		A 24 : Number of virtual classroom created and operational	Created/Updated virtual classroom using either Moddle or Google Classroom	2	3	5	5	5	5.00	Chem 131.1 Chem 131 Chem 193
	PI 11. Additional outputs	A 25 : Number of Additional outputs accomplished:	Prepared/Updated OBE Syllabus	1	2	5	5	5	5.00	Chem 131.1 Chem 131
			Prepared proposal for training/guidelines/policies	0	2	5	5	5	5.00	
UMFO 3 . RESEARCH SERVICES										
UMFO 4. EXTENSION SERVICES										
UMFO 5. SUPPORT TO OPERATIONS										
	OVPI MFO 4. Program and Institutional Accreditation Services									
UMFO 6. General Admin. & Support Services										
	Total Over-all Rating								49	
	Average Rating								4.87	
	Adjectival Rating								O	

Evaluated & Rated by:


ELIZABETH S. QUEVEDO

Department Head, Department of Pure and Applied Chemistry

Date: 7/8/2020


Recommending Approval


MA. THERESA P. LORETO

Dean, College of Arts and Sciences

Date:

Approved by:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date:

VP Lina

Average Rating (Total Over-all rating divided by		4.87
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.87
ADJECTIVAL RATING		0

Comments and Recommendation for Development Purpose:
Continue attending conferences and scientific fora for CPD points; Finish the MS in Chemistry

Evaluated & Rated by:



ELIZABETH S. QUEVEDO

Head, DoPAC

Date: _____

Recommending Approval:



MA. THERESA P. LORETO

Dean, CAS

Date: _____

Approved by:



BEATRIZ S. BELONIAS

VP for Academic Affairs

Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Employee: VIVIAN P. LINA

Head of Office: ELIZABETH S. QUEVEDO

Number of Personnel: 1

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Ensure that online synchronous classes are held regularly; Extension activities are conducted Advised to finish MS program				April, 2022
Coaching	Advised to give more real time activities to encourage students' participation				

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

Conducted by:

Noted:



ELIZABETH S. QUEVEDO
Immediate Supervisor



MA. THERESA P. LORETO
Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: VIVIAN P. LINA

Performance Rating: _____

Aim: Aspire for an outstanding student rating in all subjects taught

Proposed Interventions to Improve Performance:

Date: July, 2022

Target Date: December, 2022

First Step:

Prepare and update learning materials for chemistry subjects to be taught in the 1st Semester AY 2022-2023 and finish MS in Chemistry the soonest time possible

Results:

Meets the QS for tertiary instruction

Date: _____

Target Date: _____

Next Step:

Outcome: _____

Final Step/Recommendation:

Prepared by:



ELIZABETH S. QUEVEDO

Unit Head

Conforme:



VIVIAN P. LINA

Name of Ratee Faculty/Staff