



VISAYAS
STATE UNIVERSITY



DEPARTMENT OF
MATHEMATICS

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Raymund M. Igcasama, a faculty member of the DEPARTMENT OF MATHEMATICS, delivered and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January - June 2023.

RAYMUND M. IGCASAMA

Instructor 1

Date: July 7, 2023

Approved:

EUSEBIO R. LINA, JR.

Department Head

Date: 7/19/2023

MA. THERESA P. LORETO

College Dean

Date: July 20, 2023

| MFO No. | Description of MFO's/PAPs | Success/ Performance Indicators (PI) | Tasks Assigned | Target (Jan. - Dec) | Actual Accomplishment | Rating | | | | REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators) |
|---|---|---|--|---------------------|-----------------------|---------|------------|------------|---------|---|
| | | | | | | Quality | Efficiency | Timeliness | Average | |
| 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 | Handles and teaches courses assigned | 30 | 21.675 | 5 | 5 | 5 | 5.00 | |
| | | A10. Number of grade sheets submitted within prescribed period | Prepares gradesheet and submits on or before deadline | 5 | 4 | 5 | 5 | 5 | 5.00 | Math 11n, Math 112n, Math 129, BMath 112n |
| | | A 11. 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 | 5 | 5 | 5 | 5 | 5 | 5.00 | Math 11n , Math 112n |
| | | A12. Number of trainings attended related to instruction | Attend mandated trainings | 2 | | | | | | |
| | | A13. Number of long examinations administered and checked | Administers and checks long examination for subjects taught | 0 | 2 | 5 | 5 | 5 | 5.00 | Math 11n |

| | | | | | | | | | |
|---|--|--|-----|----|---|---|---|------|---|
| | A14. Number of quizzes administered and checked | Prepares and checks quizzes for lec and lab | 10 | 24 | 5 | 5 | 5 | 5.00 | Math 11n, Math 112n, Math 129, BMath 112n |
| | A15. Number of lab reports and term papers checked and graded | Checks lab reports and term papers submitted as required | 5 | 8 | 5 | 5 | 5 | 5.00 | Math 11n, Math 112n, Math 129, BMath 112n |
| PI 8: Number of students advised. * | A16. Number of students advised: | <i>Acts as academic advisor to students</i> | N/A | | | | | | |
| | A18. Number of students entertained for consultation purposes | Entertains students consulting on subject taught, thesis and grades | 25 | 50 | 4 | 5 | 5 | 4.67 | |
| PI 9: Number of student organizations advised/assisted * | A19. Number of Student organizations advised | <i>Advises student organizations recognized by USSO</i> | 2 | 2 | 5 | 4 | 5 | 4.67 | CAS-SSC, USSC |
| | A20. Number of Student organizations assisted on student related activities | <i>Assists student organizations in implementing student related activities</i> | 2 | 12 | 5 | 4 | 5 | 4.67 | Meetings, assemblies, socio-cultural activities |
| PI 10: Number of instructional materials developed * | A 21 : Number of on-line course ware developed and submitted : | Prepares and submits for review by the Technical Review Panel | | | | | | | |
| | On-line ready courseware | <i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i> | 2 | 4 | 4 | 5 | 5 | 4.67 | Math 11n, Math 112n, Math 129, BMath 112n |
| | Supplemental learning resources | <i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i> | 5 | 18 | 5 | 5 | 5 | 5.00 | Math 11n, Math 112n, Math 129, BMath 112n |
| | Assessment tools | Prepares assessment tools such as long exam, quizzes, problems sets, etc. | 4 | 24 | 5 | 5 | 5 | 5.00 | Math 11n, Math 112n, Math 129, BMath 112n |
| | A 24 : Number of virtual classroom created and operational | Creates virtual classroom using either Moodle | 2 | 4 | 5 | 5 | 5 | 5.00 | Math 11n, Math 112n, Math 129, BMath 112n |
| PI 11. Additional outputs | A 25. Number of Additional outputs accomplished: | | | | | | | | |

| | | | | | | | | | | |
|---|--|--|--|---|---|---|---|---|------|---|
| | | Number of program accreditation/evaluation | Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation | 1 | 2 | 5 | 5 | 5 | 5.00 | BS Math COPC, ISO Audit |
| | | Number of OBE course syllabus prepared and approved for use | | 2 | 3 | 5 | 5 | 5 | 5.00 | Math 11n, Math 112n, Math 129 |
| | | Number of TOS prepared and submitted within prescribed period | | 2 | 6 | 5 | 5 | 5 | 5.00 | Math 11n, Math 112n, Math 129 |
| UMFO 3 . RESEARCH SERVICES | | | | | | | | | | |
| | PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%)* | A 29. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year | Writes publishable materials out of research outputs and submits for publication | | | | | | | |
| | | <i>In refereed int'l journals</i> | | 1 | | | | | | |
| | | <i>In refereed nat'l/regional journals</i> | | | | | | | | |
| UMFO 4. EXTENSION SERVICES | | | | | | | | | | |
| | PI 5. Number of technical/expert services | A 40. Number of technical/expert services as/in: | Provides the technical and expert services requested by beneficiaries | | | | | | | |
| | <i>Peer reviewers/Panelists</i> | <i>Peer reviewers/Panelists</i> | | 0 | 1 | 4 | 5 | 4 | 4.33 | Served as panelist during the Grade 12 research defense |
| | PI 11. Additional outputs * | A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) * | | | | | | | | |
| | | A 43. Other outputs implementing the new normal due to covid 19 | Designs extension related activities and other outputs to implement new normal | 1 | 1 | 5 | 5 | 5 | 5.00 | Hosted the Radio Program #iloveVSU |
| UMFO 5. SUPPORT TO OPERATIONS | | | | | | | | | | |
| OVPI MFO 4. Program and Institutional Accreditation Services | | | | | | | | | | |

| | | | | | | | | | |
|---|---|---|---------------------|---------------------|---|---|---|------|---|
| PI 8 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* | A 44. 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 | zero non-conformity | 5 | 5 | 5 | 5.00 | |
| | A 45. 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 | 100% compliant | 5 | 5 | 5 | 5.00 | |
| | On program accreditations | | | | | | | | |
| OVPSAS STO 1: ISO 9001:2015 Aligned Documents | | | | | | | | | |
| Recruitment and Admission Services | PI 1. Number of incoming students evaluated in terms of admissions requirements and enrolled | Checks admission requirements and issues admission certificate | 2,500 | 3605 (144.20%) | 5 | 5 | 5 | 5.00 | Out of 15,511 CAT applicants, 3,605 qualified in the main campus and pre-enrolled of whom 90 were evaluated based on admission and enrollment |
| OHA STO 1: ISO 9001:2015 aligned documents and compliant processes | PI 1. Percentage of clients served and rated the services received at least very satisfactory or higher | | | | | | | | Note: To get the final rating from QAC who analyze all customer feedback |
| OHA STO 1: ISO 9001:2015 aligned documents and compliant processes | PI 2. Number of quality procedures revised/updated and registered at QAC | Revises admission procedure and guidelines in the new normal for AY 2022-2023 | 2 | 3 (150%) | 5 | 5 | 5 | 5.00 | Revised Certificate of Admission, Application Form, and Promissory Note |
| | PI 3. Percentage implementation of processes in accordance with existing approved quality procedures | Implements admission process based on approved quality procedure | Zero non-conformity | Zero non-conformity | 5 | 5 | 5 | 5.00 | |
| | PI 4 Percentage of ISO evidences compliant with existing Online Admission of Undergraduate Students in the New Normal Quality Procedures kept intact and readily available to Auditor | | zero non-conformity | Zero non-conformity | 5 | 5 | 5 | 5.00 | |

| UMFO 6. General Admin. & Support Services (GASS) | | | | | | | | | |
|---|---|---|--|------------------|----------------|-------------|---|---|------|
| | PI 2 Zero percent complaint from clients served | A 46. Customerly friendly frontline services | Provides customer friendly frontline services to clients | Zero % complaint | zero complaint | 5 | 5 | 5 | 5.00 |
| | PI 3: Additional Outputs | A 47. 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 | 1 | 1 | 5 | 5 | 5 | 5.00 |
| | | A 48. Other outputs implementing the new normal due to covid 19 | Designs administration/management related activities and other outputs to implement new normal | 0 | | | | | |
| OVPSAS GASS 1: Administrative and Support Services Management | | | | | | | | | |
| | OGA GASS 1: Administrative and Support Services | PI. 12 Number of administrative services and financial/administrative documents acted within time frame | Prepares/signs/endorses financial/administrative documents | 30 | 88 | 5 | 5 | 5 | 5.00 |
| | | PI 14. No. of council/board/committee assignments served/functions performed | Serves university assigned committees | 2 | 8 | 4 | 4 | 4 | 4.00 |
| | | PI 15. No. of unit heads/staff meetings presided | Presides staff meetings | 3 | 11 | 5 | 5 | 5 | 5.00 |
| | Total Over-all Rating | | | | | 142.00 | | | |
| | Average Rating | | | | | 4.90 | | | |
| | Adjectival Rating | | | | | Outstanding | | | |

| | | |
|---|--|-------------|
| Average Rating (Total Overall rating divided by 29) | | 4.90 |
| Additional Points: | | |
| Approved Additional points (with copy of approval) | | |
| FINAL RATING | | 4.90 |
| ADJECTIVAL RATING | | Outstanding |

Comments & Recommendations for Development Purpose:

Deliver some accomplishments under research and extension services.

Evaluated & Rated by:

Eusebio R. Lina, Jr.
EUSEBIO R. LINA, JR.

Department Head

Date: 7/19/2023

Recommending Approval:

Ma. Theresa P. Loreto
MA. THERESA P. LORETO

Dean, CAS

Date: July 20, 2023

Approved by:

Beatriz S. Belonias
BEATRIZ S. BELONIAS

VP for Academic Affairs

Date: July 21, 2023