

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: MANNYLEN C. ALDE

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		$5.0 \times 0.5 = 2.5$	
b. Students (50%)		$3.8 \times 0.5 = 1.9$	
Total for Instruction	70%	4.4	3.08
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	20%	$5.0 \times .20$	1.0
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	10%	$5.0 \times .10$	0.5
4. Administration			
5. Production			
TOTAL			4.58

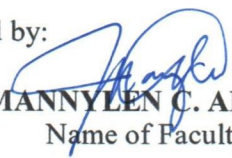
EQUIVALENT NUMERICAL RATING: 4.58

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.58**

ADJECTIVAL RATING: OUTSTANDING


Prepared by:


MANNYLEN C. ALDE
Name of Faculty

Reviewed by:


ELVIRA L. OCLARIT
Department Head

Recommending Approval:


VICTOR B. ASIO
Dean/Director

Approved:


BEATRIZ S. BELONIAS
Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

MANNYLEN C. ALDE

Date:

ELVIRA L. OCLARIT

Date:

Date:

[illegible]

		As GAC Chairman		Advises and corrects research outline and thesis/SP/dissertation manuscript							
		AS GAC Member		Advises and corrects research outline and thesis/SP/dissertation manuscript							
		<u>A4</u> . Number of students entertained for consultation purposes		Entertains students seeking consultation with faculty							
	PI 9: Number of instructional materials developed *	<u>A5</u> . Number of on-line ready coursewares developed and submitted for review		Converts the existing instructional materials into flexible learning systems							
On-line ready courseware				Prepares Instructional module/laboratory guide/workbook or a combination thereof							
Supplemental learning resources				Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	-	3	5	5	5	5.00	
Assessment tools				Prepares assessment tools such as long exam, quizzes, problems sets, etc.	-	2	5	5	5	5.00	
A 6 : Number of on-line course ware reviewed by TRP & edited by MMDC editor				Submits the course ware duly reviewed by TRP for editing by MMDC editor							

A 7 : Number of virtual classroom created and operational			Creates virtual classroom using either Moddle or Google Classroom	-	1	5	5	5	5.00	
PI 10 . Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19		Designs experiential learning activities and other outputs to implement new normal							- recorded videos
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	3*	41.05	5	5	5	5.00	
	A10 . Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline							
	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							
	A12 . Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings							
	A13 . Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught	2*	6	5	5	5	5.00	
	A14 . Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	2*	50	5	5	5	5.00	

	<u>A15</u> . Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required	2*	30	5	5	5	5.00	
PI 8: Number of students advised: *	<u>A16</u> . Number of students advised:		Acts as academic adviser to students	-	5	5	5	5	5.00	
	<u>A17</u> . Number of students advised on thesis/ field practice/special problem:									
	As SRC Chairman	Advising/ correction	Advises, and corrects research outline and thesis/SP manuscript	-	4	5	5	5	5.00	
	As SRC Member	Advising/ correction	Advises and corrects research outline and thesis/SP manuscript	-	1	5	5	5	5.00	
	<u>A18</u> . Number of students entertained for consultation purposes		Entertains students consulting on subject taught, thesis and grades	5*	30	5	5	5	5.00	
PI 9: Number of student organizations advised/ assisted *	<u>A19</u> . Number of Student organizations advised		Advises student organizations recognized by USSO							
	<u>A20</u> . Number of Student organizations assisted on student related activities		Assists student organizations in implementing student							
PI 10: Number of instructional materials developed *	<u>A 21</u> : Number of on-line course ware developed and submitted :		Prepares and submits for review by the Technical Review Panel	1	1	5	4	5	4.67	
	On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	2	5	5	5	5.00	

		A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer		Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper							
		A 34. Number of UMs submitted to ITSO, VSU	UM preparation	Prepares and submits application for UM of technology generated out of research output							
		A 35. Other outputs implementing the new normal due to covid 19		Designs research related activities and other outputs to implement new normal							
UMFO 4. EXTENSION SERVICES											
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained		Identifies and links with probable partners for extension activities and maintains this active partnership							
	PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training		Conducts trainings among beneficiaries of technologies for transfer							
	PI 3. Number of extension programs organized and supported consistent with the SUC's	A 38. Number of extension programs/projects implemented		Implements duly approved extension projects							

	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	A 39. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance		Provides quality and relevant training courses and advisory services							
	PI 5. <i>Number of technical/expert services</i>	A 40. <i>Number of technical/expert services as/in:</i>		Provides the technical and expert services requested by beneficiaries	1	2	5	5	5	5.00	
	<i>Research Mentoring</i>	<i>Research Mentor</i>									
	<i>Peer reviewers/Panelists</i>	<i>Peer reviewers/Panelists</i>									
	<i>Resource Persons</i>	<i>Resource Persons</i>									
	<i>Convenor/Organizer</i>	<i>Convenor/Organizer</i>									
	<i>Consultancy</i>	<i>Consultant</i>									
	<i>Evaluator</i>	<i>Evaluator</i>									
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *		Prepares extension project proposals, submits and follow up its approval for immediate implementation							
	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							

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	5	5	5	5.00	No NC
		A 45. Compliance to all requirements of the program and institutional accreditations:	Minutes Preparation	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant	5	5	5	5.00	
		On program accreditations	Pilot Plant Manager							
		On institutional accreditations	SSF Rootcron							
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					
	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						

		A 48. Other outputs implementing the new normal due to covid 19		Designs administration/management related activities and other outputs to implement new normal							
	Total Over-all Rating						115	114	115	114.67	
	Average Rating									4.986	
	Adjectival Rating						OUTSTANDING				

* The rest of the targets are already accomplished on January - June 2021 rating period

Prepare proposals in extension

Evaluated & Rated by:

Elvira L. Oclarit
ELVIRA L. OCLARIT

Department Head
Date:

Recommending Approval

Victor B. Asio
VICTOR B. ASIO

Dean, CAFS
Date:

Approved by:

Beatriz S. Belonias
BEATRIZ S. BELONIAS

Vice President for Academic Affairs
Date:

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Mannylen C. Alde

Performance Rating: Outstanding

Aim:

Proposed Interventions to Improve Performance:

Date: _____ Target Date: _____

First Step: Make research proposal

Result: Already involved in USA-funded researches

Date: _____ Target Date: _____


Next Step: make proposals in extension

Outcome: _____

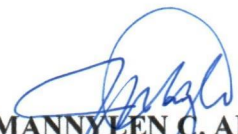
Final Step/Recommendation:

make proposals in extension

Prepared by:


ELVIRA L. OCLARIT
Unit Head

Conforme:


MANNYLEN C. ALDE
Name of Ratee Faculty/Staff