

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **MA. JESUSA CORAZON M. LAMBERT**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction		<u>4.90</u>	
a. Head/Dean (50%)		$4.56 \times 50\% = 2.28$	<u>2.1</u>
b. Students (50%)		$5.00 \times 50\% = 2.50$	
Total for Instruction	<u>100%</u>	<u>4.78</u> <u>4.4</u>	<u>4.78</u> <u>4.14</u>
2. Research			
a. Client/Dir. for Research (50%)	0		0
b. Dept. Head/Center Director (50%)			
Total for Research			
3. Extension	0		0
a. Client/Dir. for Extension (50%)		$5.0 \times 50\%$	
b. Dept Head/Center Director (50%)		$5.0 \times 50\%$	
Total for Extension	<u>8</u> <u>10%</u>	<u>5.0</u>	<u>0.50</u>
4. Administration	0		0
5. Production	0		0
TOTAL	100		<u>4.78</u> <u>4.14</u>

## EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.78 4.14

ADJECTIVAL RATING:

Outstanding

Prepared by:

Reviewed by:

**MA. JESUSA CORAZON M. LAMBERT**  
Name of Faculty

**ROSARIO P. ABELA**  
Department Head

Recommending Approval:

**BAYRON S. BARREDO**  
Dean/Director

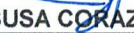
Approved:

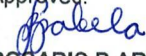
**ROTACIO S. GRAVOSO**  
Vice President of Academic Affairs


"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **MA. JESUSA CORAZON M. LAMBERT**, a faculty member of the **VSU INTEGRATED HIGH SCHOOL** commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **January to June 2024**.

  
**MA. JESUSA CORAZON M. LAMBERT**  
Instructor  
Date: July 25, 2024

Approved:  
  
**ROSARIO P. ABELA**  
Department Head  
Date: 8-27-24

  
**BAYRON S. BARREDO, Ed. D**  
College Dean  
Date: 8-28-24

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										
	<u>PI 4:</u> Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned							
	<u>PI 8:</u> Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							
		<u>A3 . Number of students advised on thesis/special problem/dissertation</u>								
		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 . Number of students entertained for consultation purposes</u>	Entertains students seeking consultation with faculty							



	<b>PI 9:</b> Number of instructional materials developed *	<b>A5.</b> 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							
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
		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 Moodle or Google Classroom							
	<b>PI 10.</b> Additional outputs:	<b>A 8.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 2. HIGHER EDUCATION SERVICES (100%)</b>										
<b>OVPI UMFO 3. Higher Education Management Services</b>										
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	Handles and teaches courses assigned	24.35	5	5	5	5.00	Home Sci. 7, Home Sci. 8, SHS Entrepreneurship, and TEGr 109	
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	6	14	5	5	5	5.00	Home Sci. 7, Home Sci. 8, SHS Entrepreneurship, and TEGr 109

		<b>A11.</b> 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							
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings		1	5	5	5	5.00	
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	3	14	5	5	5	5.00	Test questions or quizzes and exams and Rubrics for Home Sci. 7, Home Sci. 8, SHS Entrepreneurship, and
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	12	30	5	5	5	5.00	Formative quizzes and Laboratory Eval. Sheets for Home Sci. 7, Home Sci. 8, SHS Entrepreneurship, and
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic adviser to students		11	5	5	5	5.00	Grade 11 ABM
		<b>A17.</b> Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript							
		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades		80	5	5	5	5.00	Grade 7, 8, Grade 11 HUMSS and BEEd
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USOO							
		<b>A20.</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student		11	5	5	5	5.00	FAHP and FFP, English and Filipino Club, Math and Science Club, Culmi, SBO Valentines Day Celeb, 2nd Quarter Honors Program



	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21 :</b> Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	3	3	5	5	5	5.00	Home Sci. 7, Home Sci. 8, and TEGr 109
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	3	5	5	5	5	5.00	Learning guides for Home Sci. 7, Home Sci. 8, SHS Entrepreneurship, and TEGr 109
		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	12	20	5	5	5	5.00	Learning guides for Home Sci. 7, Home Sci. 8, SHS Entrepreneurship, and TEGr 109
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	15	30	5	5	5	5.00	Test questions or quizzes and exams and Rubrics for Home Sci. 7, Home Sci. 8, SHS Entrepreneurship, and
		<b>A 23 :</b> 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	0	4	3	3	3	3.00	Home Sci. 7, Home Sci. 8, SHS Entrepreneurship, and TEGr 109
		<b>A 24 :</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	3	7	5	5	5	5.00	Google classroom for every section in Grade 7, 8, Grade 11 and BEEEd
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 3 . RESEARCH SERVICES (0%)</b>										

	<b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	<b>A27.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	Conducts research for possible utilization by industry or other beneficiaries							
	<b>PI 2.</b> Number of research outputs completed within the year *	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research or project within the year							
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29.</b> Percentage of research outputs published in internationally-refereed 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>								
		<i>In refereed nat'l/regional journals</i>								
	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific for a/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or								
		<b>A 33.</b> 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							
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							



		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
<b>UMFO 4. EXTENSION SERVICES</b>										
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> 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		1	5	5	5	5.00	Leyte Regional Prison
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implements duly approved extension projects							
	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> 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							
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	<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>								

	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant								
	Evaluator	Evaluator								
	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 (extrn. 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							
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>										
	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							
		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							
		On program accreditations								
		On institutional accreditations								
<b>UMFO 6. General Admin. &amp; Support Services</b>										



	<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients						
	<b>PI 3:</b> Additional Outputs	<b>A 47.</b> 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						
		<b>A 48.</b> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal						
	<b>Total Over-all Rating</b>								
	<b>Average Rating (Total Over-all rating divided by 4)</b>								
	<b>Additional Points:</b>								
	<b>Approved Additional points</b>								
	<b>Final Rating</b>								
	<b>Adjectival Rating</b>								

<b>Average Rating</b> (Total Over-all rating divided by 4) <b>Additional Points:</b> <b>Approved Additional points</b> <b>Final Rating</b> <b>Adjectival Rating</b>	<div style="font-size: 1.2em;">8</div> <div style="font-size: 1.2em;">48.25</div> <div style="font-size: 1.2em;">17</div> <div style="font-size: 1.2em;">4.78</div> <div style="font-size: 1.2em;">4.25</div> <div style="font-size: 1.2em;">Outstanding</div>
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Comments & Recommendations for Development Purposes:

*she needs to focus and prioritize finishing her Ph.D studies (dissertation).*

Evaluated & Rated by:

ROSARIO P. ABELA

Department Head

Date: 8-27-24

Recommending Approval

BAYRON S. BARREDO

Dean, College of Education

Date: 8-28-24

Approved by:

ROTACIO S. GRAVOSO

Vice President for Academic Affairs

Date: 9/14/24



**TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATINGS**

**1<sup>ST</sup> Semester AY 2023 - 2024**

Name of Faculty : **LAMBERT, MA. JESUSA CORAZON M.**

Department: **VSU -Integrated High School**

College: **TEACHER EDUCATION**

	Course No. & Descriptive Title	Lec./ Lab.	RATING		% Evaluation Rating
			Numerical	Adjectival	
TLE I	Technology & H.E (Home Economics)	Lec	5.00	Outstanding	100.0 %
TLE I	Technology & H.E (Home Economics)	Lec	5.00	Outstanding	100.0 %
TLE I	Technology & H.E (Home Economics)	Lec	5.00	Outstanding	100.0 %
TLE II	Technology & Livelihood Education (Home Economics)	Lec	5.00	Outstanding	100.0 %
TLE II	Technology & Livelihood Education (Home Economics)	Lec	5.00	Outstanding	100.0 %
TLE II	Technology & Livelihood Education (Home Economics)	Lec	5.00	Outstanding	100.0 %
PDev	Personal Development	Lec	5.00	Outstanding	100.0 %
PDev	Personal Development	Lec	5.00	Outstanding	100.0 %
PrEd 123n	The Child and Adolescent Learners and Learning Principles	Lec	5.00	Outstanding	100.0 %
<b>Average Rating</b>			<b>5.00</b>	<b>Outstanding</b>	<b>100.0 %</b>

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

Legend:

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory (S)

3.50 – 4.49 Very Satisfactory (VS)

4.50 – 5.00 Outstanding (O)

Prepared by:

**VANESSA W. NAZAL**

TPES In-Charge

Date: May 09, 2024

Attested by:

**MA. RACHEL KIM L. AURE**

Director, Instruction and Evaluation

Date: May 09, 2024

Received by:

**MA. JESUSA CORAZON M. LAMBERT**

Name and Signature of Faculty

Date: 5/21/2024

Distribution of copies: IEO, College, Department, Faculty (all in original signature)



**INSTRUCTION AND EVALUATION**

3/F Administration Building, Visayas State University

Baybay City, Leyte

Email: [odie@vsu.edu.ph](mailto:odie@vsu.edu.ph)

Website: [www.vsu.edu.ph](http://www.vsu.edu.ph)

Phone: +63 53 565 0600 Local 1104



# PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: VSU INTEGRATED HIGH SCHOOL

Head of Office: DR. ROSARIO P. ABELA

Number of Personnel: 17


Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
<b>Monitoring</b>  Review and Finalization of the IHS Individual Targets (January – December 2024) and Accomplishments (January – June 2024)		Faculty Meeting  January 8, 2024  Consolidation of IPCR Accomplishments  May 14, 2023			Each faculty finalize their IPCR Targets (January – December 2024) and Accomplishments (January – June 2024)
<b>Coaching</b>  Review the need support to facilitate the attainment of the IHS Targets		Faculty Meeting  February 26, 2024 March 17, 2024  Consolidation of IPCR Accomplishments  August 2, 2024			Submitted list if support needed to attain targets.

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

Conducted by:

  
ROSARIO P. ABELA  
Department Head

Noted by:

  
BAYRON S. BARREDO  
Dean, College of Education

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Ma. Jesusa Corazon M. Lambert  
Performance Rating: Outstanding

Aim: To finish the pursued Ph.D degree.

Proposed Interventions to Improve Performance:

Date: February 2024

Target Date: December 2024

First Step:

Granted for a minimum teaching load. To give more time focus in working her dissertation.

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Result:

To faculty have carried responsibilities as an instructor and other tasks assigned to her.

Date: July 2024

Target Date: December 2024

Next Step:


To pass and defend the dissertation final paper.

Outcome: 1. Carried out responsibilities as an Assistant Professor and be able to work her dissertation.

Final Step/Recommendation:

1. Manage your time well to accommodate all the responsibilities.
2. Finish your Ph.D. degree on as soon as possible.

Prepared by:

  
**ROSARIO P. ABELA**  
Unit Head

Conforme:

  
**MA. JESUSA CORAZON M. LAMBERT**  
Name of Ratee Faculty/Staff