

Exhibit K

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

Name of Faculty Member: **Elizabeth S. Quevedo**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.98 x 50 % =2.49	
b. Students (50%)		5.00 x 50 % =2.5	
Total for Instruction	80%	4.99	3.99
2. Research			
a. Client/Dir for Research		5 x 50%= 2.50	
b. Dept. Head/Center		5 x 50%= 2.50	
Total for Research	10%	5.00	0.50
3. Extension			
a. Client/Dir for Research		5 x 50% = 2.5	
b. Dept. Head/Center Director (50%)		5 x 50% = 2.5	
Total for Extension	5%	5.00	0.25
4. Administration	5%	5.00	0.25
5. Production	0%	0.00	0.00
TOTAL	100%		4.99

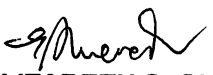
EQUIVALENT NUMERICAL RATIN 4.99

Add: Additional Points, if any:

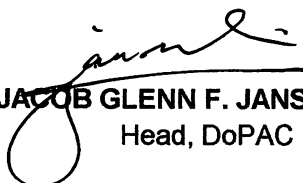
TOTAL NUMERICAL RATING: 4.99

ADJECTIVAL RATING: Outstanding


Prepared by:


ELIZABETH S. QUEVEDO
Name of Faculty

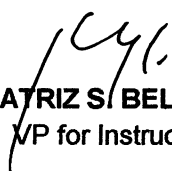
Reviewed by:


JACOB GLENN F. JANSALIN
Head, DoPAC

Recommending Approval:


CANDELARIO L. CALIBO
Dean, CAS

Approved:


BEATRIZ S. BELONIAS
VP for Instructor

Page 008
 SUBMITTAL OF PROPOSAL

BY THE OFFICE
 OF THE DIRECTOR

RECEIVED BY THE OFFICE

DATE

NAME OF OFFICE
 RECEIVED BY THE OFFICE

DATE OF RECEIPT
 BY THE OFFICE

DATE OF RECEIPT

DATE OF RECEIPT

TOTAL BIDDING

0.000000

TOTAL BIDDING

0.00

FOR THE BIDDING

FOR THE BIDDING

0.00

TOTAL	0.00	0.00	0.00
1. BIDDING	0.00	0.00	0.00
2. BIDDING	0.00	0.00	0.00
3. BIDDING	0.00	0.00	0.00
4. BIDDING	0.00	0.00	0.00
5. BIDDING	0.00	0.00	0.00
6. BIDDING	0.00	0.00	0.00
7. BIDDING	0.00	0.00	0.00
8. BIDDING	0.00	0.00	0.00
9. BIDDING	0.00	0.00	0.00
10. BIDDING	0.00	0.00	0.00
11. BIDDING	0.00	0.00	0.00
12. BIDDING	0.00	0.00	0.00
13. BIDDING	0.00	0.00	0.00
14. BIDDING	0.00	0.00	0.00
15. BIDDING	0.00	0.00	0.00
16. BIDDING	0.00	0.00	0.00
17. BIDDING	0.00	0.00	0.00
18. BIDDING	0.00	0.00	0.00
19. BIDDING	0.00	0.00	0.00
20. BIDDING	0.00	0.00	0.00
21. BIDDING	0.00	0.00	0.00
22. BIDDING	0.00	0.00	0.00
23. BIDDING	0.00	0.00	0.00
24. BIDDING	0.00	0.00	0.00
25. BIDDING	0.00	0.00	0.00
26. BIDDING	0.00	0.00	0.00
27. BIDDING	0.00	0.00	0.00
28. BIDDING	0.00	0.00	0.00
29. BIDDING	0.00	0.00	0.00
30. BIDDING	0.00	0.00	0.00
31. BIDDING	0.00	0.00	0.00
32. BIDDING	0.00	0.00	0.00
33. BIDDING	0.00	0.00	0.00
34. BIDDING	0.00	0.00	0.00
35. BIDDING	0.00	0.00	0.00
36. BIDDING	0.00	0.00	0.00
37. BIDDING	0.00	0.00	0.00
38. BIDDING	0.00	0.00	0.00
39. BIDDING	0.00	0.00	0.00
40. BIDDING	0.00	0.00	0.00
41. BIDDING	0.00	0.00	0.00
42. BIDDING	0.00	0.00	0.00
43. BIDDING	0.00	0.00	0.00
44. BIDDING	0.00	0.00	0.00
45. BIDDING	0.00	0.00	0.00
46. BIDDING	0.00	0.00	0.00
47. BIDDING	0.00	0.00	0.00
48. BIDDING	0.00	0.00	0.00
49. BIDDING	0.00	0.00	0.00
50. BIDDING	0.00	0.00	0.00
51. BIDDING	0.00	0.00	0.00
52. BIDDING	0.00	0.00	0.00
53. BIDDING	0.00	0.00	0.00
54. BIDDING	0.00	0.00	0.00
55. BIDDING	0.00	0.00	0.00
56. BIDDING	0.00	0.00	0.00
57. BIDDING	0.00	0.00	0.00
58. BIDDING	0.00	0.00	0.00
59. BIDDING	0.00	0.00	0.00
60. BIDDING	0.00	0.00	0.00
61. BIDDING	0.00	0.00	0.00
62. BIDDING	0.00	0.00	0.00
63. BIDDING	0.00	0.00	0.00
64. BIDDING	0.00	0.00	0.00
65. BIDDING	0.00	0.00	0.00
66. BIDDING	0.00	0.00	0.00
67. BIDDING	0.00	0.00	0.00
68. BIDDING	0.00	0.00	0.00
69. BIDDING	0.00	0.00	0.00
70. BIDDING	0.00	0.00	0.00
71. BIDDING	0.00	0.00	0.00
72. BIDDING	0.00	0.00	0.00
73. BIDDING	0.00	0.00	0.00
74. BIDDING	0.00	0.00	0.00
75. BIDDING	0.00	0.00	0.00
76. BIDDING	0.00	0.00	0.00
77. BIDDING	0.00	0.00	0.00
78. BIDDING	0.00	0.00	0.00
79. BIDDING	0.00	0.00	0.00
80. BIDDING	0.00	0.00	0.00
81. BIDDING	0.00	0.00	0.00
82. BIDDING	0.00	0.00	0.00
83. BIDDING	0.00	0.00	0.00
84. BIDDING	0.00	0.00	0.00
85. BIDDING	0.00	0.00	0.00
86. BIDDING	0.00	0.00	0.00
87. BIDDING	0.00	0.00	0.00
88. BIDDING	0.00	0.00	0.00
89. BIDDING	0.00	0.00	0.00
90. BIDDING	0.00	0.00	0.00
91. BIDDING	0.00	0.00	0.00
92. BIDDING	0.00	0.00	0.00
93. BIDDING	0.00	0.00	0.00
94. BIDDING	0.00	0.00	0.00
95. BIDDING	0.00	0.00	0.00
96. BIDDING	0.00	0.00	0.00
97. BIDDING	0.00	0.00	0.00
98. BIDDING	0.00	0.00	0.00
99. BIDDING	0.00	0.00	0.00
100. BIDDING	0.00	0.00	0.00

Name of the person who submitted the proposal

WITH THE OFFICE OF THE DIRECTOR

STATEMENT OF INDIVIDUAL BIDDING OF THE OFFICE OF THE DIRECTOR

END OF PAGE

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **ELIZABETH S. QUEVEDO**, of the Department of Pure & Applied Chemistry commits 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 2018.

Elizabeth S. Quevedo
ELIZABETH S. QUEVEDO

Ratee

Approved:

Jacob Glenn F. Jansalin
JACOB GLENN F. JANSALIN
Department Head

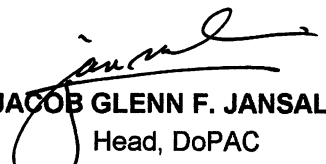
MFO No.	MFO & PAPs	Success/ Performance Indicators (PI)	Program/Activities/Projects	Tasks Assigned	Target	Details of Actual Accomplishment	Rating				Remarks
							Q ¹	E ²	T ³	A ⁴	
MFO: 1	Advanced Education Services	PI 1. Full Teaching Equivalent (FTE)	Instruction								as graduate faculty
MFO:2	Higher Education Services	PI.1 FTE Full time (FTE)	Instruction	To teach Chem 112 lec, Chem 112 lab, Chem 113 lec, Chem 21 lab	8	23.9	5	5	5	5	Vacation-Sick leave
		PI. 12. Number of Instructional materials developed/revised	Instruction								
		No. of Course Outline updated		Updated Course Outline	1	2	5	5	5	5	Chem 112, Chem 113
		Lab Manual- Revised		Revised lab manual	1	1	5	5	5	5	Chem 112, lab
		PI 3.Number of Syllabus developed/revised	Instruction	Develop syllabus							
		Course Syllabi - New	Instruction	Developed Course Syllabi	1	5	5	5	5	5	Chem 117 lec & lab, Chem 118 lec & lab, Chem 115 lec
		Lab Manual - Revised	Instruction	Revised lab manual	1	2	5	5	5	5	Chem 117 lab & Chem 118 lab
MFO 3:	Research Services	P1.1 Number of outputs presented in local conferences	Research								
		P2.2. Number of seminars/trainings attended		national	1	1	5	5	5	5	
				institutional/local	1	2	5	5	5	5	
		P3. 3. Number of research conducted	Research	research conducted	1	1	5	5	5	5	
		P3. 4. Number of research output prepared for publication			1	2	5	5	5	5	for submission

Average Rating (Total Over-all rating divided by		4.98
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.98
ADJECTIVAL RATING		0

Comments &
Recommendations for
Development Purpose:

*Attend PEC every year or participate in any chemistry
forum that can give the equivalent of 15 CPE/year.*


Evaluated & Rated by:


JACOB GLENN F. JANSALIN
Head, DoPAC
Date: _____

Recommending Approval:


CANDELARIO L. CALIBO
Dean, CAS
Date: _____

Approved by:


BEATRIZ S. BELONIAS
VP for Instruction
Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name ELIZABETH S. QUEVEDO

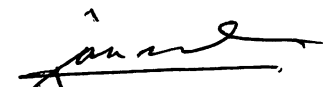
Head of Office: JACOB GLENN F. JANSALIN

Number of Personnel: _____

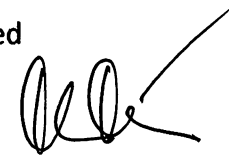
Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring					
Coaching	None necessary				Outstanding Student Rating

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

Conducted by:


JACOB GLENN F. JANSALIN
Immediate Supervisor

Noted


CANDELARIO L. CALIBO
Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **ELIZABETH S. QUEVEDO**

Performance Rating: Outstanding

Aim: 1. To maintain the Outstanding student rating in all subjects taught.
2. To address the general comments of the students to improve teaching efficiency.

Proposed Interventions to Improve Performance:

Date: Sept. 18, 2018

Target Date: Dec. 31, 2018

First Step:

1. Always be mindful of the general comments of students.
2. Find ways strategies to make classroom instruction full and mentally challenging.

Result:

Date:

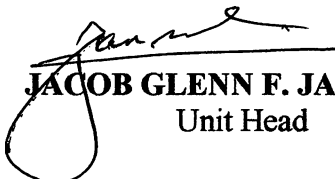
Target Date:

Next Step:


Outcome:

Final Step/Recommendation:

Prepared by:


JACOB GLENN F. JANSALIN
Unit Head

Conforme:


ELIZABETH S. QUEVEDO
Name of Ratee Faculty