

# Exhibit K


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


Name of Faculty Member: May Ann E. Palen


Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.87x50%=2.453	
b. Students (50%)		4.25x50%=2.125	
Total for Instruction	50%	4.578	2.289
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. Support to Operations	25%	5.00	1.25
5. General Admin. & Support Services	25%	5.00	1.25
TOTAL			4.79


EQUIVALENT NUMERICAL RATING: 4.79  
 Add: Additional Points, if any: 0  
 TOTAL NUMERICAL RATING: 4.79

ADJECTIVAL RATING: Outstanding

Prepared by:  
  
MAY ANN E. PALEN  
 Name of Faculty

Reviewed by:  
  
MA. THERESA P. LORETO  
 Dean, CAS

Recommending Approval:  
  
MA. THERESA P. LORETO  
 Dean, CAS

Approved:  
  
BEATRIZ S. BELONIAS  
 Vice President Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, May Ann E. Palen, a faculty member of the DEPARTMENT OF STATISTICS commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period July - December 2022.

*myampalen*  
**MAY ANN E. PALEN**  
 Assistant Professor II  
 Date: *01/04/2023*

Approved:  
*mtloredo*  
**MA.THERESA P. LORETO**  
 Dean, College of Arts and Sciences  
 Date:

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment (July-December 2022)	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										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned	0						
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	0						
		A3. Number of students advised on thesis/special problem/dissertation		0						
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	0						
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	0						



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						Quality	Efficiency	Timeliness	Average	
		<b>A4.</b> Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	0						
	<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	0						
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	0						
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	0						
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	0						
		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	0						
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	0						
	<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	0						
<b>UMFO 2. HIGHER EDUCATION SERVICES</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	8/8	7.70	5	5	5	5.00	Two (2) courses in the 1st Sem. SY2022-2023: Stat 121 and Stat 145.
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	0/4	-	-	-	-	-	The semester has not yet ended.

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (R	Tasks Assigned	Target	Actual Accomplishment (July-December 2022)	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
		<b>A 11.</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	0						
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	0						
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2/4	2	5	4	4	4.33	1 long exam for Stat 121 and 1 long exam for Stat 145
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	2/4	5	5	4	4	4.33	5 assessment tools (considered as quizzes) for Stat 121
		<b>A15.</b> Number of lab reports/exercises and term papers checked and graded	Checks lab exercises submitted as required	2/2	2	5	4	4	4.33	1 exercise for Stat 145, and 1 problem set for Stat 121
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic adviser to students	4/8	24	5	5	5	5.00	Academic adviser to first, second, and third year BSS students
		<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	0	2	5	5	5	5.00	SRC Chair to: Elmido and Gimena; and Alforque and Petralba.
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	0	4	5	5	5	5.00	SRC Member to: Baldesco & Magat; Otero & Biore; Baguioso & Cabi-ao; and Piscos and Acilo.



MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (I	Tasks Assigned	Target	Actual Accomplishment (July-December 2022)	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	1/2	9	5	5	5	5.00	Handle special problem consultation with Lingganay, Dupal, Lanugan, Ogao-Ogao, Dinampo, Mansing, Veril and Lungah
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USSO	0	1	5	5	5	5.00	Visayas State University Statistical Society (VSU-SS)
		<b>A20.</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1/1	1	5	5	5	5.00	Assisted in the conceptualization and implementation of VSU Statistical Society activities
	<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	0/2						Using existing courseware for Stat 121
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	0/2						Using existing courseware for Stat 121
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	0/2	8	5	5	5	5.00	Prepared two (2) lecture presentations (ppt) for Stat 121, six (6) lecture presentations (ppt) for Stat 145
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2/4	10	5	5	5	5.00	Prepares six (8) assessment tools for Stat 121, and two (2) for Stat 145.
		<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						
		<b>A 24 :</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	0/2	2	5	5	5	5.00	Operated VSUEE Classrooms for Stat 145 and Stat 121.

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (I	Tasks Assigned	Target	Actual Accomplishment (July-December 2022)	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
	<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	0	1	5	5	5	5.00	Prepared documents for IQA
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	0/1	5	5	5	5	5.00	Maintained linkages with PSA Region 8, PSA Leyte, PSA Southern Leyte, PSA Bohol, and ViSERDAC for partnership in BSS students' internship program
		<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	0						
<b>UMFO 3 . RESEARCH SERVICES</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	0						
	<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 project within the year	0						



MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (P	Tasks Assigned	Target	Actual Accomplishment (July-December 2022)	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
	<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-referred or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication	0						
		In refereed int'l journals		0						
		In refereed nat'l/regional journals		0						
	<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 fora/conferences	0						
		In int'l fora/conferences		0						
		In nat'l/regional fora/conferences		0						
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	0						
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)		0						
		<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	0						
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output	0						
		<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	0						

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (	Tasks Assigned	Target	Actual Accomplishment (July-December 2022)	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
UMFO 4. EXTENSION SERVICES										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	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	0						
	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	0						
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implements duly approved extension projects	0						
	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	0						
	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	0						
	Research Mentoring	Research Mentor		0						
	Peer reviewers/ Panelists	Peer reviewers/Panelists		0						
	Resource Persons	Resource Persons		0						
	Convenor/Organizer	Convenor/Organizer		0						
	Consultancy	Consultant		0						
	Evaluator	Evaluator		0						



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						Quality	Efficiency	Timeliness	Average	
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	0						
	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *		0						
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	0						
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>										
	<b>PI 8.</b> 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*	<b>A 44.</b> 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	
		<b>A 45.</b> 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								
		On institutional accreditations								
<b>UMFO 6. General Admin. &amp; Support Services (GASS)</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	Zero % complaint	Zero % complaint	5	5	5	5.00	

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						Quality	Efficiency	Timeliness	Average	
	<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	0						
		<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	0						
<b>Total Over-all Rating</b>									88.00	

Average Rating (Total Over-all rating divided by 4)	4.89
Additional Points:	
Approved Additional points (with copy of approval)	
NUMERICAL RATING	
ADJECTIVAL RATING	
<b>Final Rating</b>	4.89
<b>Adjectival Rating</b>	Outstanding

<b>Comments/Suggestions for Improvement:</b>
MS. Palen should revive the trainings conducted by DepStat before the pandemic.

Evaluated & Rated by:

*mtplncto*  
**MA. THERESA P. LORETO**

Dean, College of Arts and Sciences

Date:

Recommending Approval

*mtplncto*  
**MA. THERESA P. LORETO**

Dean, College of Arts and Sciences

Date:

Approved by:

*BSI*  
**BEATRIZ S. BELONIAS**

Vice President for Academic Affairs

Date: