

**Exhibit K**

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

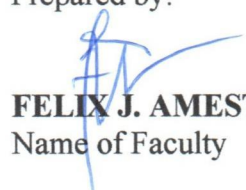
Name of Faculty Member: **FELIX J. AMESTOSO**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)		4.17	
b. Students		No TPES administered during this period	
Total for Instruction	75%	4.17	3.13
2. Research	15%	4.58	0.69
3. Extension	0%	0.00	0.00
4. Administration	10%	4.67	0.47
5. Production	0%	0.00	0.00
<b>TOTAL</b>			<b>4.29</b>

EQUIVALENT NUMERICAL RATING: 4.29  
Add: Additional Points, if any: 0.00  
TOTAL NUMERICAL RATING: 4.29

ADJECTIVAL RATING: **Very Satisfactory**


Prepared by:

  
**FELIX J. AMESTOSO**  
Name of Faculty

Reviewed by:

  
**LORINA A. GALVEZ**  
Department Head

Recommending Approval:

  
**VICTOR B. ASIO**  
Dean, CAFS

Approved:

  
**BEATRIZ S. BELONIAS**  
Vice President for Instruction

**“Exhibit B”**

**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)**

I, **FELIX J. AMESTOSO**, faculty of the Department of Food Science and Technology commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period July-Dec 2020.

  
**FELIX J. AMESTOSO**  
Ratee

Approved:  
  
**LORINA A. GALVEZ**  
Head, DFST

  
**VICTOR B. ASIO**  
Dean, CAFS

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
<b>MFO1- Advanced Education Services</b>	PI 1. Number of FTE coordinated and implemented	FTEC 257 (Lec & Lab)	1	3.88	5	5	5	5.00	
	PI 2. Number of online course IMs prepared	FTEC 257	1	1	4	4	4	4.00	
	Number of graduate student advised	Served as thesis adviser	1	1	5	5	5	5.00	Baslan
<b>MF02 – Higher Education Services</b>	P1. 1. Number of FTE coordinated and implemented								
	P1.2. Number of instructional material revised/prepared		1	1	4	4	4	4.00	
	P1.3. Number of course outline/syllabus updated	Update course outline/syllabus	1	1	4	4	4	4.00	

	P1.4. Number of Students advised								
	On thesis/field practice/special problem	Advise undergraduate thesis students	1	1	5	4	5	4.67	
	On Consultation	Accommodated students for thesis/OJT/ <u>Research consultation</u>	1	1	5	4	4	4.33	Baslan
	P1.5. Additional Outputs								
	Number of online -ready instructional material developed	Developed online ready instructional material	1	2	4	4	4	4.00	FTEC 257 Lec and Lab
	Number of Examinations prepared	Prepared examinations for subjects taught	1	1	5	5	5	5.00	Midterm Exam
	Number of term exams checked	Checked term exams	1	5	5	5	5	5.00	Midterm Exam FTEC 257 Students
	Number of checked requirements	Checked individual requirements (Assignments, Reports)	5	10	5	5	5	5.00	FTEC 257 Students
	Number of checked quizzes	Checked quizzes	5	5	5	5	5	5.00	FTEC 257 Students
<b>MFO3 – Research Services</b>	P1.1. Number of research projects conducted and/or completed on schedule	Conducted research project	1	1	4	4	4	4.0	
<b>MFO 6 – General Admin. &amp; Support Services (GASS)</b>	P6. 1. Percent complaints from clients served	Percent of complaints from the clients served	0	0	5	5	5	5.00	
	Attendance in Meetings (Virtual)	Attended department meetings	5	6	5	4	5	4.67	
	Number of Webinar/Trainin		1	5	5	5	5	5.00	Training-Workshop on Moodle classroom Management, Information, Education and Communication materials, Rethinking Extension and Instruction Toward Getting



	g/Workshops Attended								Adapted to COVID-19 World. 42nd Annual Conference of the Ugnayang Pang-Aghamtao, Inc, Association of the Philippines, Visayas Regional Conference, Webinar on ISO 9001:2015 Awareness and Re-awareness
	Number of membership in committee	Acted as member in different committees	2	2	4	4	4	4.00	Graduate Admission Comm. Graduate Advisory Committee, Curriculum Comm. Dept. Personnel Comm.
<b>Total Over-all Rating</b>								<b>72.67</b>	

Average Rating (Total Over-all rating divided by 4)		<b>4.27</b>
Additional Points:		
Approved Additional points (with copy of approval)		
<b>FINAL RATING</b>		<b>4.27</b>
<b>ADJECTIVAL RATING</b>		<b>Very Satisfactory</b>

Comments & Recommendations for Development Purpose:

Complete the syllabus, IMs for FTEC 257

Evaluated & Rated by:

**LORINA A. GALVEZ**

Department Head

Date: Feb. 1, 2021

Recommending Approval:

**VICTOR B. ASIO**

Dean, CAFS

Date:

Approved by:

**BEATRIZ S. BELONIAS**

Vice President for Instruction

Date:

# **PERFORMANCE MONITORING FORM**

Name of Employee: **FELIX J. AMESTOSO**

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date Accomplished	Quality of Output*	Over-All Assessment Of Output**	Remarks/ Recommendation
1	Teaches assigned subjects and performs other teaching related functions such as prepares and revises learning guides, course syllabus.	Very Satisfactory	July 2020	December 2020	September 2020	Impressive	Very Satisfactory	
2	Prepares, gives and checks term exams, quizzes, posttest/pretests, learning tasks.	Very Satisfactory	July 2020			Impressive	Very Satisfactory	
3	Submits grade sheets within prescribed period and make herself available for student consultation and approves manuscripts.	Very Satisfactory	July 2020			Impressive	Very Satisfactory	
4	Attends meetings and performs function as member of different committees	Very Satisfactory	July – December 2020			Impressive	Very Satisfactory	
5	Performs other functions	Very Satisfactory	July – December 2020			Impressive	Very Satisfactory	

\*Either very impressive, impressive, needs improvement, poor, very poor

\*\*Outstanding, very satisfactory, unsatisfactory, poor

Prepared by:

  
**LORINA A. GALVEZ**  
 Unit Head

**EMPLOYEE DEVELOPMENT PLAN**

Name of Employee : FELIX J. AMESTOSO  
Performance Rating : **VERY SATISFACTORY**

Aim: To improve teaching capability of the faculty

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: July 2020

Target Date: September 2020

First Step:

Require Dr. Amestoso to prepare a learning guide for FTEC 257.

Result:

Dr. Amestoso prepared a learning guide for FTEC 257.

Date: October 2020

Target Date: December 2020

Next Step:

Dr. Amestoso enriched the content of the learning guide.

Outcome:

Final Step/Recommendation:

Dr. Amestoso used the learning guide in his virtual class.

Prepared by:

  
**LORINA A. GALVEZ**  
Unit Head

Conforme:

  
**FELIX J. AMESTOSO**  
Ratee