

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: YHENA L. BANDIBAS

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.97x50%=	
b. Students (50%)		x50% =	
Total for Instruction	100%		4.97
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. Administration			
5. Production			
TOTAL			4.97

EQUIVALENT NUMERICAL RATING: _____

Add: Additional Points, if any: _____

TOTAL NUMERICAL RATING: 4.97

ADJECTIVAL RATING: _____

Outstanding

Prepared by:

YHENA L. BANDIBAS
Name of Faculty

Reviewed by:

JACOB GLENN F. JANSALIN
Department Head

Recommending Approval:

CANDELARIO L. CALIBO
Dean/Director

Approved:

BEATRIZ S. BELONIAS
Vice President for Acad. Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, YHENA L. BANDIBAS, a faculty member of the DEPARTMENT OF PURE AND APPLIED CHEMISTRY commit to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period JULY TO DECEMBER 2020.

Yhena L. Bandibas

YHENA L. BANDIBAS
Instructor I
Date:

Approved:

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

Candelario L. Calibo

CANDELARIO L. CALIBO
College Dean
Date:

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										
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	18	26	5	5	5	5.00	Chem 120 Lec (5) Chem 110 Lec (1) Chem 113n Lec (1) Chem 11 Lec (2)
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	9	9	5	5	5	5.00	Chem 120 Lec (5) Chem 110 Lec (1) Chem 113n Lec (1) Chem 11 Lec (2)
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	9	11	5	5	4	4.67	Chem 120 Lec (5) Chem 110 Lec (2) Chem 113n Lec (2) Chem 11 Lec (2)
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	24	34	5	5	5	5.00	Chem 120 Lec (10) Chem 110 Lec (8) Chem 113n Lec(8) Chem 11 Lec(8)
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	50	50	5	5	5	5.00	3rd year BSChem students

		A17 . 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	1	1	5	5	5	5.00	LMJaducan
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	50	150	5	5	5	5.00	BSA, BSFT, DVM, BSMB, BSMet, BSAB, BSDE, BSHRTM, BAS, BSBio, and BSN students
	PI 10 : Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	4	4	5	5	5	5.00	Chem 1n Chem 113n Chem 110 Chem 11
		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.	24	45	5	5	5	5.00	Chem 120 Lec (15) Chem 110 Lec (10) Chem 113n Lec (10) Chem 11 Lec (10)
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	4	4	5	5	5	5.00	Chem 113n Chem 110 Chem 11 Chem 120
UMFO 3 . RESEARCH SERVICES										
UMFO 4. EXTENSION SERVICES										
UMFO 5. SUPPORT TO OPERATIONS										
OVPI MFO 4. Program and Institutional Accreditation Services										

UMFO 6. General Admin. & Support Services									
	Total Over-all Rating							49.67	
	Average Rating							4.97	
	Adjectival Rating							O	

Evaluated & Rated by:


JACOB GLENN F. JANSALIN
 Department Head
 Date:

Recommending Approval


CANDELARIO L. CALIBO
 Dean, CAS
 Date:

Approved by:


BEATRIZ S. BELONIAS
 Vice President for Academic Affairs
 Date:

Average Rating (Total Over-all rating divided by		
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.97
ADJECTIVAL RATING		0

Finish MS degree
attend webinar/conferences
for C&I

Evaluated & Rated by:


JACOB GLENN F. JANSALIN

Head, DoPAC

Date: Jan 2021

Recommending Approval:


CANDELARIO L. CALIBO

Dean, CAS

Date: _____

Approved by:


BEATRIZ S. BELONIAS

VP for Academic Affairs

Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Employee: YHENA L. BANDIBAS


Head of Office: JACOB GLENN F. JANSALIN

Number of Personnel: 1

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Created VSUEE classroom				Created online classroom in VSUEE for all subjects taught
Coaching					

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. CALBO
 Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: YHENA L. BANDIBAS

Performance Rating: Outstanding

Aim: Finish MS degree

Proposed Interventions to Improve Performance:

Date: August 2020 Target Date: August 2021

First Step:

Apply for extension of study leave with pay

Result:

Study leave with pay extension granted

Date: _____ Target Date: December

Next Step:

Defend Thesis presentation work

Outcome: Passed defense & submitted manuscript

Final Step/Recommendation:

Recommend for permanency after 2 yrs

Prepared by:

JACOB GLENN F. JANSALIN
Unit Head

Conforme:

YHENA L. BANDIBAS
Name of Ratee Faculty/Staff