

# Exhibit K

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

Name of Faculty Member: MAGNO, JESUSA M.

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
<b>1. Instruction</b>			
a. Head/Dean (100%)		4.8(1) = 4.88	
b. Students (no generated TPES)			
<i>Total</i>	50%	4.8 (.50)	2.4
<b>2. Research</b>			
a. Department head (100%)		4.8 (1) = 4.8	
<i>Total</i>	25%	4.8 (.25)	1.2
<b>3.Extension</b>			
a. Department head (100%)		4.8(1) = 4.8	
<i>Total</i>	25%	4.8 (.25)	1.2
<b>Grand total</b>			<b>4.8</b>

EQUIVALENT NUMERICAL RATING: 4.8

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.8

ADJECTIVAL RATING: Very Satisfactory

Prepared by:

JESUSA M. MAGNO  
Name of Faculty

Reviewed by:

JOEL REY U. ACOB  
Department Head

Recommending Approval:

JOEL REY U. ACOB  
Dean

Approved:

BEATRIZ S. BELONIAS  
Vice President for Academic Affairs


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

I, **JESUSA M. MAGNO** of the **COLLEGE OF NURSING** commits to deliver and agree to be rated on the attainment of the following **accomplishments** in accordance with the indicated measures for the period **JANUARY to JUNE 2021**.

Rated by:

  
**JESUSA M. MAGNO**  
Faculty

Approved:

  
**JOEL REY U. ACOB**  
Dean *12 July 2021*

MF O No.	Description of MFO'S/PAP	Success Performance Indicators (PI)	Tasks Assigned	Target	Actual Accompli shment	Rating				Remarks
						Q1	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
UMFO 2. HIGHER EDUCATION SERVICES										
OVPAAs UMFO 3 Higher Education Management Services										
	PI 5. Total FTE, coordinated, implemented, monitored	A9. Actual Faculty's FTE	Handles and teaches courses assigned. NuCM 112 (LEC. and RLE), NuCM 113 (LEC. and RLE) NuCM 109 (LEC. and RLE) NuCM 116 (LEC. and RLE) Nursing Research I&II (RLE)	8	33.3	5	5	5	5	
		A 10. Number of grade/score sheets submitted within prescribed period	Prepares grade sheets/score sheets on or before deadline.	1	2	4.8	4.8	4.8	4.8	
		A 11. Number of INC forms with grade submitted within prescribed period	Facilitates students in their completion forms with grade within prescribed period.	0	0					
		A12. Number of trainings attended related to instruction	Attend mandated trainings. (institutional and non-institutional)	3	11	5	5	5	5	

		A14. Number of quizzes administered conducted	Prepares test questions and checks finished quizzes/ exams via Moodle	2	15	5	5	5	5	
		Number of oral revalida conducted	Prepares questions and materials for oral evaluation	2	6	4.7	4.7	4.7	4.7	
		A15. Number of case studies, and related requirements checked and graded	Checks case studies, care plans, <b>self-directed learning</b> materials as required.	2	4	4.8	4.8	4.8	4.8	
	PI 8. Number of Students advised	A16. Number of students advised on research	Entertain students consulting on subjects taught and on thesis title proposals	2	4	4.8	4.8	4.8	4.8	
	PI 10. Number of Instructional Materials Developed , rubrics	A 21: Number of on-line courseware developed and submitted	Prepares and submits for review by the Department IMS Committee	1	2	4.7	4.7	4.7	4.7	
		On-line ready course ware	Prepares instructional module/workbook or a combination thereof	1	1	4.8	4.8	4.8	4.8	
		Supplemental learning resources	Prepares powerpoint presentation, clips depending on the course taught	1	10	5	5	5	5	
		Assessment tools, scenarios, rubrics	Prepares assessment tools hypothetical case, rubrics	1	4	5	5	5	5	
		A23: Number of on-line courseware reviewed by Department Head	Submits the courseware duly reviewed by the Dept. IMS Committee	1	2	4.8	4.8	4.8	4.8	
		A24: Number of Virtual classroom created and operational	Creates virtual classroom using Moodle or Google classroom	1	5	5	5	5	5	
		A26: Other outputs implementing the new normal due to COVID-19	Designs experiential Conducted Webinar in support to instruction	1	1	5	5	5	5	
UMFO 3. RESEARCH SERVICES										
		A35: Outputs implementing	Conducts research	1	1	4.7	4.7	4.7	4.7	



**UMFO 4. EXTENSION SERVICES**


	PI 2. Number of trainees weighted by the length of training	A 37: Number of trainees weighted by the length of training	Conduct trainings among beneficiaries of technology/ skills transfer	20						Extension services not conducted during this period due
	PI 3. Number of extension programs Organized and supported consistent with the SICs mandated and priority programs.	A 38: Number of extension programs/ project implemented.	Implements duly approved extension projects.	1						to the strict implementation of the COVID-19 Safety Protocols
	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	Provides quality and relevant training courses and advisory services	100%						
	PI 5: Number of Technical/expert services	A 40: Number of technical/expert services as/in:	Provides the technical and expert services requested by the beneficiaries.							
	PI 8. Percentage of extension proposals approved.	A 41: Percent of extension proposals approved.	Prepares extension proposals, submits and follow up its approval for immediate implementation	1						
		A 43: Other outputs implementing the new normal due to COVID-19	Designs extension related activities and other outputs to implement new normal	1						

**UMFO 5. SUPPORT TO OPERATIONS**
**UMFO 6. GENERAL ADMIN. AND SUPPORT SERVICES (GASS)**


	PI 2. Zero percent complaint from clients served	A 46: Customer friendly frontline services	Provides customer friendly frontline services to clients.	10	20	4.85	4.85	4.85	4.85	Accommodated through On-line services
	PI Additional outputs	A 48: Other outputs implementing the new normal due to COVID.	Designs activities and other outputs to implement new normal.							
		Total Over-all Rating								
		Average Rating								
		Adjectival Rating								

Average Rating (Total Overall rating divided by 4)			XX	<b>Suggestions and Recommendations:</b>  <b>Commendation for her initiative of spearheading webinar as a tool to support instruction.</b>
Additional Points				
Punctuality	XX			
Approved Additional points (with copy of approval)				
<b>FINAL RATING</b>			<b>4.8</b>	


Rated by:

  
**JOEL REY U. ACOB**  
 Dept./Unit Head  
 Date: 12 July 2021

Recommending Approval:

  
**JOEL REY U. ACOB**  
 Dean/Director  
 Date: 12 July 2021

Approved:

  
**BEATRIZ S. BELONIAS**  
 Vice President  
 Date: 9/28/21

1-Quality  
 2-Efficiency

3-Timeliness  
 4-Average

## PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: COLLEGE OF NURSING

Head of Office: ACOB, JOEL REY U.

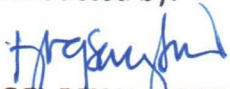
Number of Personnel: MAGNO, JESUSA M.

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Coaching and mentoring executed during the monthly faculty meetings.		<p>*Advised to continue developing the learning guides as prescribed by the university.</p> <p>*Encouraged to submit weekly accomplishments for the applied WFH dates.</p> <p>*Encouraged to render extra mile to reach out students in the new normal.</p>			<p>Able to submit the required learning materials for the classes handled.</p> <p>Able to submit weekly accomplishments with appropriate attachments.</p> <p>Commendation for taking the advice as evidenced by conduct of asynchronous and documented student consultations</p>
					<p>Recognition for spearheading conduct of webinar in nursing courses as support to instruction</p>
			<p>*Encouraged to attend enhancement webinars for instruction utilization.</p>		


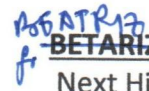
Note: Please indicate the date in the appropriate box when the monitoring was conducted

  
**JESUSA M. MAGNO**  
Faculty

Conducted by:

  
**JOEL REY U. ACOB**  
Immediate Supervisor

Noted by:

  
  
**BETARIZ S. BELONIAS**  
Next Higher Supervisor



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **MAGNO, JESUSA M.**

Performance Rating: **4.8**

The Performance Rating showed that the concerned faculty obtained a Very Satisfactory Performance in Instruction, Research and Extension components.

Prof. Magno is significantly contributing in the preparation of online ready learning material for the new normal.

**Aim(s):** 1. to produce final research output for annual in-house review.  
2. to reframe delivery mode of extension-led project  
3. participation to workshops and conventions for continuing professional nursing development

Date: February 2021

Target Date: remaining quarters of 2021

### Proposed Interventions to Improve Performance:

#### First Step:

- Consultation with co-study leaders for the interpretation of research output
- Consultation with co-project leaders for extension activities

#### Results:

- Able to submit terminal research report for annual in-house review
- Participated in the nursing webinar organized by several agencies.

#### Next Step:

- Encouraged to attend virtual seminars/workshops for professional development

#### Final Step/Recommendation:

- Continuation of her Extension-lead program for the following quarter.
- Continue attending webinars for professional growth and as tool for an enhanced/updated learning resource/input for lecture delivery

Prepared by:

  
**JOEL REY U. ACOB**  
Dean

Conforme:

  
**JESUSA M. MAGNO**  
Faculty