

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Mr. Raymund M. Igcasama

| Program Involvement (1) | Percentage Weight of Involvement | Numerical Rating (Rating x %) | Equivalent Numerical Rating (2x3) |
|----------------------------|--|----------------------------------|--|
| (1) | (2) | (3) | (2x3) |
| 1. Instruction | | | |
| a. Head/Dean (50%) | | 2.37 | |
| b. Students (50%) | | 2.50 | |
| TOTAL for Instruction | 70% | 4.87 | 3.41 |
| 2. Research | 0% | 0 | 0 |
| 3. Extension | 10% | 5.00 | 0.5 |
| 4. Support to Students | 10% | 5.00 | 0.50 |
| 5. Administration | 10% | 5.00 | 0.5 |
| TOTAL | | | 4.91 |

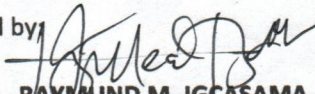
EQUIVALENT NUMERICAL RATING: 4.91

Add: Additional Points, if any:

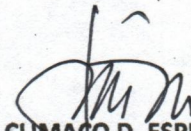
TOTAL NUMERICAL RATING: 4.91

ADJECTIVAL RATING: Outstanding


Prepared by:


RAYMUND M. IGCASAMA
Name of Faculty


Reviewed by:

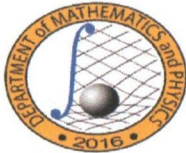

CLIMACO D. ESPINA JR.
Department Head

Recommending Approval:


CANDELARIO L. CALIBO
Dean, CAS

Approved by:


BEATRIZ S. BELONIAS
Vice President for Instruction

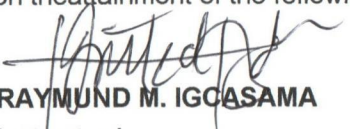



Visayas State University
College of Arts and Sciences
DEPARTMENT OF MATHEMATICS AND PHYSICS
Visca, Baybay City, Leyte



INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **RAYMUND M. IGCASAMA**, of the **DEPARTMENT OF MATHEMATICS AND PHYSICS, College of Arts and Sciences** 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 1, 2019 to December 31, 2019**.


RAYMUND M. IGCASAMA
Instructor I
Date: _____


CLIMACO D. ESPINA, JR.
OIC, Head, DMP
Date: _____

Rating Equivalents:
5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory
2 - Fair
1 - Poor

| MFO's/PAPs | Indicators (PI) | Tasks Assigned | Target | Actual Accomplishment | Rating | | | | Remarks |
|---------------------------|--|--|--------|-----------------------|---------|------------|-----------|---------|----------------|
| | | | | | Quality | Efficiency | Timelines | Average | |
| Higher Education Services | PI 1. Number of FTE coordinated and implemented | Teaches: Math 11n (5 lec.), Bmath 002 --1st sem SY 2018-2019 | 18 | 46.15 | 5 | 5 | 5 | 5.00 | Teachers Leave |
| | PI 2. Number of instructional materials developed | | | | | | | 0.00 | |
| | <i>New course outline</i> | Prepares new course outline | 1 | 1 | 5 | 5 | 4 | 4.67 | Bmat 002 |
| | <i>New Syllabi (OBE)</i> | Prepares new syllabi | 1 | 1 | 5 | 5 | 4 | 4.67 | Math11n |
| | <i>Revised syllabi</i> | Revises syllabi | 1 | 1 | | | | 0.00 | Bmat 002 |

| | | | | | | | | | |
|---------------------------|--|---|-----|---------------------|---|---|---|-------|--|
| | <i>New Powerpoint lecture presentation (per course)</i> | Preparing one (1) powerpoint lecture presentation | 1 | 2 | 5 | 5 | 5 | 5.00 | Math 11n (5 lec.), Bmath 002 --1st sem SY 2018-2019 |
| | PI 3. Additional outputs | | | | | | | 0.00 | |
| | <i>Number of grade sheets submitted on prescribed period</i> | Preparing grade sheets, 2nd sem. 2017-2018 | 50% | 100% | 5 | 4 | 4 | 4.33 | |
| | <i>Numbers of hours checking papers</i> | Checks papers | 2 | 6 hrs/week | 5 | 4 | 4 | 4.33 | Math 11n (5 lec.), Bmath 002 --1st sem SY 2018-2019 |
| | <i>Numbers of hours class preparation</i> | Prepares class preparation | 2 | 6 hrs/week | 5 | 5 | 4 | 4.67 | Math 11n (5 lec.), Bmath 002 --1st sem SY 2018-2019 |
| | <i>Number of hours seminar/ trainings conducted inside VSU</i> | Participant | 4 | 8.00 | 5 | 5 | 5 | 5.00 | Community Needs Assessment Seminar Workshop |
| | <i>Number of hours seminar/ trainings conducted inside VSU</i> | Resource Person | 4 | 16.00 | 5 | 5 | 4 | 4.67 | Seminar-Workshop on Educational Technology July 23-24, 2019 |
| | | | | | | | | | |
| | <i>Number of hours national convention attended</i> | Participant | 8 | 32.00 | 5 | 5 | 5 | 5.00 | PACSA National Convention, Nov. 25-28, 2019 |
| | | | | Total points | | | | 47.33 | |
| | | | | | | | | 0.00 | |
| Extension Services | P4 1. Additional outputs | | | | | | | 0.00 | |
| | P4.3. Technical/Expert Services/Number of students/staff served | Judge, Member, Critic | 1 | 6 | 5 | 5 | 5 | 5.00 | CWTS Training Officer, Judge-VFES Science Fair, Interviews dormitory adviser applicants, Judge HRTM Culmination, Judge PICE Quiz Show |
| | | | | Total Points | | | | 5.00 | |

| | | | | | | | | | |
|------------------------------|---|---|----|---------------------|---|---|---|--------------|---|
| Support to Students | P.1 Student advising and consultation services | Mentor students/group in conducting research | | | | | | | |
| | <i>Academic Adviser</i> | Advises, assisted students related activities | 50 | | 5 | 5 | 5 | 5.00 | USSC, CAS-SSC, Mahogany Men's Hall, CWTS |
| | <i>Organization adviser</i> | Student Organizations | 1 | 4 | 5 | 5 | 5 | 5.00 | USSC, CAS-SSC, Mahogany Men's Hall, CWTS |
| | PI.2 Number of hours spent for student consultation | Entertained/adviser thesis students | 20 | 40 | 5 | 5 | 5 | 5.00 | |
| | P.3 Additional Outputs | | | | | | | | |
| | attended flag raising ceremony every Monday, Attended the VSU anniversary, attended the VSU Graduation, VSU Intrams | | | | 5 | 5 | 5 | 5.00 | |
| | | | | Total points | | | | 20.00 | |
| Support to Operations | P5.2 Number of Activities Organized/Attended/Assisted/Participated Facilitated | | 1 | 4 | 5 | 5 | 5 | 5.00 | USSC, CAS-SSC, Mahogany Men's Hall, CWTS, VSU Intrams |
| | P5.3 Additional Outputs | | | | | | | | |
| | Tutorial Programs and Counseling | Tutor | 10 | 20 | 5 | 5 | 5 | 5.00 | Dorm |
| | | | | Total points | | | | 10.00 | |

| | | | | | | | | | |
|--|--|--------------------|---|--------------|---|---|---|-------|--------|
| General Admin. & Support Services (GASS) | PI 1. Number of organized activities | VSU-FA Orientation | | | 5 | 5 | 5 | 5.00 | VSU-FA |
| Efficient & Costumer Friendly | PI 8. Zero percent complaint from clients served | | 0 | no complaint | 5 | 5 | 5 | 5.00 | |
| | | | | Total points | | | | 10.00 | |
| Total Over-all Rating | | | | | | | | 92.33 | |
| Average Rating | | | | | | | | 8.39 | |
| Adjectival Rating | | | | | | | | 0 | |

| | | |
|--|------|---|
| Average Rating (Total Over-all rating divided by | 8.39 | Comments & Recommendations for Development Purpose: |
| Additional Points: | | Needs to complete/finish |
| Punctuality | | MS studies |
| Approved Additional points (with copy of approval) | | |
| FINAL RATING | 8.39 | |
| ADJECTIVAL RATING | | |

Evaluated and Review:

CLIMACO D. ESPINA, JR.

Dept. Head/Unit Head

Date: _____

Recommending Approval:

CANDELARIO L. CALIBO

Date: _____

Approved:

BEATRIZ S. BELONIAS

Vice President for Instruction

Date: _____

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

“Exhibit I”

PERFORMANCE MONITORING FORM

Name of Employee: **MR. RAYMUND M. IGCASAMA**

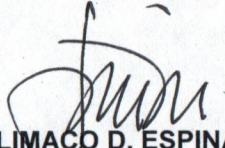
| Task No. | Task Description | Expected Output | Date Assigned | Expected Date to Accomplish | Actual Date accomplished | Quality of Output* | Over-all assessment of output** | Remarks/ Recommendation |
|----------|--|---|---------------|-----------------------------|--------------------------|--------------------|---------------------------------|---|
| 1. | Teaches: 1st sem. SY 2019-2020= Math 11n (7 lecs.), Math 115 (1 lec) | Regular attendance in the assigned classes, grade sheet per courses taught, and good result of student performance evaluation | July 2019 | AUG. 2019 | Aug. 2019 | Impressive | Outstanding | Improve performance with respect to students' comments on TPES. |
| 2. | Assist students through advising , academic, organization, dorm, and students consultation | Improved student performance | JULY 2019 | Aug. 2019 | Aug. 2019 | Impressive | Outstanding | Provide more interventions for the improvement of students |
| 3. | Prepares course outline updates | Approved course outline in Math 11n, Math 115 | July 2019 | Aug. 2019 | Aug. 2019 | Impressive | Outstanding | Follow OBE format as prescribed |
| 4. | Develop/Revise syllabi | Approved course syllabi in Math 11n | July 2019 | Aug. 2019 | Aug. 2019 | Impressive | Outstanding | Follow the format prescribed by OVPI |
| 5. | Submission of midterm grades and final grades | Grades submitted to registrar | July 2019 | Aug. 2019 | Dec. 2019 | Impressive | Outstanding | |

| | | | | | | | | |
|----|---|--|-----------|-----------|-----------|------------|-------------|--|
| 6. | Participate in all activities conducted by the department, college and the university | Attendance, certificates if applicable | July 2019 | Aug. 2019 | Aug. 2019 | Impressive | Outstanding | Participates actively in all activities in extension |
| 7. | Perform other functions assign by the head | Reports | July 2019 | Aug. 2019 | Aug. 2019 | Impressive | Outstanding | Perform functions duly assigned to him |

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

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

Prepared by:


CLIMACO D. ESPINA, JR.
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: RAYMUND M. IGCASAMA

Performance Rating: Outstanding

Aim: Assist him to pursue Master in Math Education program

Date: Target Date: One year from date of intervention

First Step:
Endorsed his status from temporary to permanent to the Academic Personnel Committee.

Result: He will be able to have a permanent position.

Date: Target Date: End of second semester

Next Step: To continue giving his moral support in teaching.

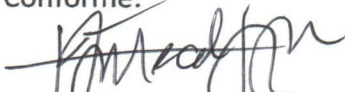
Outcome: High moral

Final Step/Recommendation: NA

Prepared by:


CLIMACO D. ESPINA JR.
DMP Head

Conforme:


RAYMUND M. IGCASAMA
Ratee