

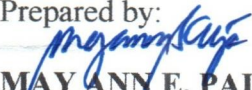
SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS


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%) | | 5.00x50%= 2.50 | |
| b. Students (50%) | | 4.25x50%= 2.125 | |
| Total for Instruction | 50% | 4.625 | 2.3125 |
| 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%) | 5% | 5.00 | 0.25 |
| Total for Extension | | | |
| 4. Support to Operations | 20% | 5.00 | 1.00 |
| 5. General Admin. & Support Services | 25% | 5.00 | 1.25 |
| TOTAL | | | 4.8125 |

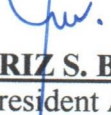
EQUIVALENT NUMERICAL RATING: 4.81
 Add: Additional Points, if any: 0
 TOTAL NUMERICAL RATING: 4.81

ADJECTIVAL RATING: Outstanding

Prepared by:

MAY ANN E. PALEN
 Name of Faculty


Reviewed by:

MA. THERESA P. LORETO
 Dean, CAS o/c 8/1/22


Recommending Approval:

MA. THERESA P. LORETO
 Dean, CAS o/c 8/1/22

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, 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 JANUARY 1, 2022 to JUNE 30, 2022.


MAY ANN E. PALEN
Instructor III
Date: 7/22/2022

Approved: 
MA. THERESA P. LORETO
Dean, CAS
Date: 7/25/2022

| MFO No. | Description of MFO's/PAPs | Success/ Performance Indicators (PI) | Tasks Assigned | Target | Actual Accomplishment (As of June 30, 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 | | | | | | | |
| | PI 8: Number of graduate students | A2. Number of students advised | Acts as academic adviser to graduate students | | | | | | | |
| | | A3. Number of students advised on thesis/special problem/dissertation | | | | | | | | |
| | | As GAC Chairman | Advises and corrects research outline and thesis/SP/dissertation manuscript | | | | | | | |
| | | AS GAC Member | Advises and corrects research outline and thesis/SP/dissertation manuscript | | | | | | | |

| | | | | | | | | | | |
|--|---|--|---|--|--|--|--|--|--|--|
| | | A4 . Number of students entertained for consultation purposes | Entertains students seeking consultation with faculty | | | | | | | |
| | PI 9 : Number of instructional materials developed * | A5 . Number of on-line ready coursewares developed and submitted for review | Converts the existing instructional materials into flexible learning systems | | | | | | | |
| | | On-line ready courseware | Prepares Instructional module/laboratory guide/workbook or a combination thereof | | | | | | | |
| | | 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. | | | | | | | |
| | | 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 | | | | | | | |
| | | A 7 : Number of virtual classroom created and operational | Creates virtual classroom using either Moodle or Google Classroom | | | | | | | |
| | PI 10 . Additional outputs: | A 8 . Other outputs implementing the new normal due to covid 19 | Designs experiential learning activities and other outputs to implement new normal | | | | | | | |
| 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 | 8 | 15.55 | 5 | 5 | 5 | 5.00 | Four (4) courses in the 1st Sem. AY 2021-2022: Stat 141, Stat 145, Stat 190, Stat 200b and our (4) courses in the 2nd Sem. SY 2021-2022: Stat 198, Stat 199, Stat 200b, and Stat 134 |
| | | A10. Number of grade sheets submitted within prescribed period | Prepares gradesheet and submits on or before deadline | 4 | 4 | 5 | 5 | 5 | 5.00 | 2nd Sem AY 2021-2022: Stat 198, Stat 199, Stat 200b, and Stat 134 |
| | | A 11. 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 | | | | | | | |
| | | A12. Number of trainings attended related to instruction | Attend mandated trainings | | | | | | | |
| | | A13. Number of long examinations administered and checked | Administers and checks long examination for subjects taught | 4 | 4 | 5 | 5 | 5 | 5.00 | 2 long exams for Stat 134 and 2 Oral defense (considered as oral exam) for Stat 199 |
| | | A14. Number of quizzes administered and checked | Prepares and checks quizzes for lec and lab | 4 | 4 | 5 | 5 | 5 | 5.00 | 4 quizzes for Stat 134 |
| | | A15. Number of lab reports/exercises and term papers checked and graded | Checks lab exercises submitted as required | 2 | 17 | 5 | 5 | 5 | 5.00 | 10 exercises for Stat 134; 4 exercises for Stat 198; and 3 exercises for Stat 199 |
| | PI 8: Number of students advised: * | A16. Number of students advised: | Acts as academic adviser to students | 8 | 24 | 5 | 5 | 5 | 5.00 | Academic adviser to first, second, and third year BSS students |

| | | | | | | | | | | |
|--|--|--|---|---|----|---|---|---|------|---|
| | | A17. Number of students advised on thesis/ field practice/special problem: | | | | | | | | |
| | | As SRC Chairman | Advises, and corrects research outline and thesis/SP manuscript | 0 | 3 | 5 | 5 | 5 | 5.00 | SRC Chair to: Bulado, K.D., Laxamana, D.C., Valenzona, L.C. |
| | | As SRC Member | Advises and corrects research outline and thesis/SP manuscript | 0 | 3 | 5 | 5 | 5 | 5.00 | SRC Member to: Calvo, K.A., Malayan, A.C., Nuñez, M.V. |
| | | A18. Number of students entertained for consultation purposes | Entertains students consulting on subject taught, thesis and grades | 2 | 2 | 5 | 5 | 5 | 5.00 | Handle thesis and special problem consultation to Bartido, R.A., and Cornell, M.G. |
| | PI 9: Number of student organizations advised/ assisted * | A19. Number of Student organizations advised | Advises student organizations recognized by USSO | | | | | | | |
| | | A20. Number of Student organizations assisted on student related activities | Assists student organizations in implementing student related activities | 1 | 1 | 5 | 5 | 5 | 5.00 | Assisted in the conceptualization and implementation of VSU Statistical Society activities |
| | 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 | 2 | 3 | 5 | 5 | 5 | 5.00 | Prepares coursewares for Stat 199, Stat 198, and Stat 134 |
| | | On-line ready courseware | Prepares Instructional module/laboratory guide/workbook or a combination thereof | 2 | 3 | 5 | 5 | 5 | 5.00 | Prepares learning materials for Stat 199, Stat 198, and Stat 134 |
| | | Supplemental learning resources | Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught | 2 | 12 | 5 | 5 | 5 | 5.00 | Prepared three (3) lecture videos for Stat 134, seven (7) ppt slides for Stat 198, and two (2) ppt presentations for Stat 199 |

| | | | | | | | | | | |
|-----------------------------------|--|---|--|---|---|---|---|---|------|--|
| | | Assessment tools | Prepares assessment tools such as long exam, quizzes, problems sets, etc. | 4 | 8 | 5 | 5 | 5 | 5.00 | Prepares sixteen (16) assessment tools for Stat 134, three (5) for Stat 199, and three (3) for Stat 198. |
| | | A 23 : Number of on-line course were reviewed by TRP & edited by MMDC editor | Submits the course were duly reviewed by TRP for editing by MMDC editor | | | | | | | |
| | | A 24 : Number of virtual classroom created and operational | Creates virtual classroom using either Moddle or Google Classroom | 2 | 3 | 5 | 5 | 5 | 5.00 | Creates VSUEE Classrooms for Stat 199, Stat 198, and Stat 134 |
| | PI 11. Additional outputs | A 25. 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 | | | | | | | |
| | | Agency/firm/Industry linkages | Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU | 1 | 5 | 5 | 5 | 5 | 5.00 | Coordinated with PSA Region 8, PSA Leyte, PSA Southern Leyte, PSA Bohol, and LGU Ormoc for partnership in BSS students' internship program |
| | | A 26. Other outputs implementing the new normal due to covid 19 | Designs experiential learning activities and other outputs to implement new normal | | | | | | | |
| UMFO 3 . RESEARCH SERVICES | | | | | | | | | | |
| | PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries * | A27. 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 | | | | | | | |

| | | | | | | | | | | |
|--|---|--|---|--|--|--|--|--|--|--|
| | PI 2. Number of research outputs completed within the year * | A 28. Number of research outputs completed within the year * | Conducts and completes research project within the year | | | | | | | |
| | PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) * | A 29. 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 | | | | | | | |
| | | <i>In refereed int'l journals</i> | | | | | | | | |
| | | <i>In refereed nat'l/regional journals</i> | | | | | | | | |
| | PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences | A 30. Number of research outputs presented in regional/national/ int'l fora/conferences * | Prepares, submits and presents research paper in scientific for a/conferences | | | | | | | |
| | | <i>In int'l fora/conferences</i> | | | | | | | | |
| | | <i>In nat'l/regional fora/conferences</i> | | | | | | | | |
| | PI 5. Percent of research proposals approved * | A 31. Percentage of research proposals prepared, submitted and approved | Prepares research proposals, submits and follows up its approval for immediate implementation | | | | | | | |
| | PI 6. Additional outputs* | A 32. No. of research-related awards (research conducted by faculty or student w/ faculty) | | | | | | | | |
| | | A 33. 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 | | | | | | | |
| | | A 34. Number of UMs submitted to ITSO, VSU | Prepares and submits application for UM of technology generated out of research output | | | | | | | |
| | | A 35. Other outputs implementing the new normal due to covid 19 | Designs research related activities and other outputs to implement new normal | | | | | | | |

| 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 | | | | | | | |
| 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 | | | | | | | |
| 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 | Implementes duly approved extension projects | | | | | | | |
| 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 | | | | | | | |
| 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 | | | | | | | |
| <i>Research Mentoring</i> | <i>Research Mentoring</i> | | | | | | | | |
| <i>Peer reviewers/ Panelists</i> | <i>Peer reviewers/ Panelists</i> | | | | | | | | |
| <i>Resource Persons</i> | <i>Resource Persons</i> | | | | | | | | |
| <i>Convenor/ Organizer</i> | <i>Convenor/ Organizer</i> | | | | | | | | |
| <i>Consultancy</i> | <i>Consultancy</i> | | | | | | | | |
| <i>Evaluator</i> | <i>Evaluator</i> | | 0 | 1 | 5 | 5 | 5 | 5.00 | Evaluated an SLSU research paper entitled: Comparison of Mean Rank in Nonparametric Analysis of Variance |

| | | | | | | | | | | |
|---|---|--|---|---------------------|---------------------|---|---|---|------|--|
| | PI 8. Percent of extension proposals approved * | A 41. Percent of extension proposals approved * | Prepares extension project proposals, submits and follow up its approval for immediate implementation | | | | | | | |
| | PI 11. Additional outputs * | A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) * | | | | | | | | |
| | | A 43. Other outputs implementing the new normal due to covid 19 | Designs extension related activities and other outputs to implement new normal | | | | | | | |
| UMFO 5. SUPPORT TO OPERATIONS | | | | | | | | | | |
| OVPI MFO 4. Program and Institutional Accreditation Services | | | | | | | | | | |
| | PI 8. 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* | A 44. 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 | |
| | | A 45. 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 | | | | | | | | |
| UMFO 6. General Admin. & Support Services (GASS) | | | | | | | | | | |
| | PI 2. Zero percent complaint from clients served | A 46. Customerly friendly frontline services | Provides customer friendly frontline services to clients | Zero % complaint | Zero % complaint | 5 | 5 | 5 | 5.00 | |

| | | | | | | | | | | |
|--|---------------------------------|--|--|--|--|--|--|--|--------|--|
| | PI 3: Additional Outputs | A 47. 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 | | | | | | | |
| | | A 48. Other outputs implementing the new normal due to covid 19 | Designs administration/management related activities and other outputs to implement new normal | | | | | | | |
| | Total Over-all Rating | | | | | | | | 100.00 | |

| | |
|---|-------------|
| Average Rating (Total Over-all rating divided by 4) | 5.00 |
| Additional Points: | |
| Punctuality | |
| Approved Additional points (with copy of approval) | |
| NUMERICAL RATING | 5.00 |
| ADJECTIVAL RATING | Outstanding |

Comments/Suggestions for Improvement:
Ms. Palen should start looking for Ph.D. Statistics opportunities.

Evaluated & Rated by:

Recommending Approval

Approved by:

mtplncto
MA. THERESA P. LORETO
 Dean, CAS
 Date: *7/25/2022*

mtplncto
MA. THERESA P. LORETO
 Dean, CAS
 Date: *7/25/2022*

Qw.
BEATRIZ S. BELONIAS
fr. Vice President for Academic Affairs
 Date: *7-26-22*