SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Donna C. Cuyno**

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.50	
b. Students (50%)	er e	2.50	
TOTAL for Instruction	75%	5.00	3.75
2. Research	0%	0.00	0.00
3. Extension	0%	0.00	0.00
4. Support to Students	10%	5.00	0.50
5 Administration	15%	5.00	0.75
TOTAL			5.00

EQUIVALENT NUMERICAL RATING:

5.00

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

5.00

ADJECTIVAL RATING:

Outstanding

Prepared by:

Reviewed by:

DONNA C. CUYNO

Name of Faculty

NORBERTO E. MILLA

Department Head

Approved by:

BEATRIZ S/ BELONIAS

Vice President for Instruction

Visayas State University College of Arts and Sciences DEPARTMENT OF STATISTICS

Visca, Baybay City, Leyte

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, <u>DONNA C. CUYNO</u>, of the <u>Department of Statistics</u>, <u>College of Arts and Sciences</u> committed to the deliver and agreed to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period <u>Jan 1, 2019 to June 30, 2019</u>.

DONNA C. CUYNO

Instructor I

Date: July 10, 2019

NORBERTO E. MILLA

Head, DepStat

Date: July 10, 2019

Rating Equivalents:

5 - Outstanding

4 - Very Satisfactory

3 - Satisfactory

2 - Fair

MFO	Description of	Success/ Performance		Tasks Assigned	Target	Details of Actual		R	ating		Remarks
No.	MFO's/PAPs	Indicators (PI)	Activities / Projects			Accomplishment as of June 2019	4-4	Eficiency	Timelines	Average	
MF01	Higher Education Services	PI 1. Number of FTE	Instruction	Teaches: Stat 21 (2 lec and 3 lab), Stat 136 (1 lec, 1 lab)	18	37.75	5	5	5	5.00	2nd sem SY 2018-2019
			Preparation/ Revising/ Encoding/ Printing								
			Preparation/ Revising/ Encoding/ Printing	Prepares powerpoint lecture presentation	1	2	5	5	5	5.00	Additional Slides for Stat 21 and Stat 136
		materials		Revises lecture manual/handouts/course syllabi	2	3	5	5	5		Revise slides for Stat 21 and Stat 136, and revised Stat 21 syllabus to OBTL format
		PI 3. Additional outputs									
		Number of hours checking exam papers and exercises	Instruction	Checking students' output	50	70	5	5	5	5.00	Quizzes/Exercises/Exams

MFO	Description of	Success/ Performance	Program/	Tasks Assigned	Target			R	ating	I	Remarks
No.	MFO's/PAPs	Indicators (PI)	Activities Projects			Accomplishment as of June 2019	Quality	Eficiency	Timelines	Average	
		Number of classrosters submitted on prescribed period	Instruction	Prepare classrosters	5	7	5	5	5	5.00	2nd sem SY 2018-2019
		Number of list of final grades submitted	Instruction	Submit final grades	2	3	5	5	5	5.00	2nd sem SY 2018-2019
		Number of seminars/trainings attended	Seminar	Participant	1	1	5	5	5	5.00	Open Data Kit Seminar- Workshop
						Total po	ints			35.00	
MFO 4	Extension Services	PI 1. Additional Outputs i.e Number of student									
		Number of times acted as Training Assistant	Training/Seminar	Training Assistant	1	1	5	5	5	5.00	Training Course on Basic Statistical Methods Using R Commander
						Total po	ints		,	5.00	
MFO 5	Support to Students	<u>PI</u> Number of Hours of Student Advising and Consultation									
		No. of hours of subject-related consulting	Support to students	Student Consultation	35	45	5	5	5	5.00	With regards to subject matter, quizzes/exercises/exams, grades
		No. of hours of statistical consulting	Statistical Services	Statistical Consulting	25	70	5	5	5	5.00	Thesis methodology, analysis, and presentation of output consultation from other degree programs
						Total po	ints			10.00	
MFO 6	General Admin. & Support Services (GASS)										

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Progra Activiti	Tasks Assigned	Tar	Details of Actual Accomplishment		R	ating		Remarks
			Projects			as of June 2019	Quality	ficiency	1 2	Average	
	Efficient & Customer	Zero percent complaint	General services	Entortoine elicate	-			ш	Tin	4	
		from clients served		Entertains clients	0%	0%	5	5	5	5.00	Students, Parents, Faculty
	Total Over-all					Total poir	ata				and Staff
						Total poli	ILS			5.00	
	Rating				1 1						
	Average Rating				-					55.00	
	Adjectival Rating									5.00	
										0	

Average Rating (Total Over-	5.00
Additional Points:	
Punctuality	
Approved Additional points	
(with copy of approval)	
FINAL RATING	5.00
ADJECTIVAL RATING	0.00

Comments & Recommendations for	Keep up the good work. Handle core courses in statistics
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Evaluated and Rated by:

NORBERTO E. MILLA, Ph.D.

Department Head, DepStat

Date:

Recommending Approval:

CANDELARIO L. CALIBO, Ph.D.

Dean, CAS

Date: _____

Approved

BEATRIZ'S. BELONIAS, Ph.D.

Vice Pres. for Instruction

Date:

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Ms. Donna C. Cuyno	
Performance Rating: Outstanding	
Aim: Encourage her to pursue MS in Statistics b	y August 2020.
Proposed Interventions to Improve Performano higher responsibilities:	e and/or Competence and Qualification to assume
Date:	Target Date: One year from date of intervention
First Step:	
Handle major courses in statistics to refo of statistics.	resh her understanding of the theory and application
Result: Better understanding of the theory and	d applications of statistics
Date: Throughout the school year	Target Date: End of SY 2018-2019
Next Step: Submit application for admission to abroad.	UP School of Statistics or reputable universities
Outcome: Admission to a reputable university	offering MS program in Statistics or Biostatistics.
Final Step/Recommendation: Submit scholarsh and DOST.	ip applications to funding institutions such as CHED

Prepared by:

NORBERTO E. MILLA

Head, DepStat

Reviewed by:/

DONNA C. CUYNO Name of Faculty