

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


Jan-June 2019

Name of Faculty Member: **Karen Luz Y. Teves**

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		4.75 x .5 = 2.38	
b. Students-FTE graduate & Undergraduate (50%)		4.72 x .5 = 2.36	
TOTAL for Instruction	50%	4.74	2.37
2. Research	25%	5.00	1.25
3. Extension	25%	5.00	1.25
4. Support Services			
5. Administration			
Total			<b>4.87</b>

EQUIVALENT NUMERICAL RATING:	<b>4.87</b>
Add: Additional Points, if any:	
TOTAL NUMERICAL RATING:	<b>4.87</b>
ADJECTIVAL RATING:	<b>Outstanding</b>


Prepared by:

  
**KAREN LUZ Y. TEVES**  
Name of Faculty


Reviewed by:

  
**HENRY Y. GOLTIANO**  
Department Head

Recommending Approval:

  
**VICTOR B. ASIO**  
CAFS, Dean

Approved:

  
**BEATRIZ S. BELONIAS**  
Vice President for Instruction

**"Exhibit B"**

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

I, **KAREN LUZ Y. TEVES**, of the Department of Agricultural Education and Extension, accomplished the following for the period January to June 2019.

Approved:

**HENRY Y. GOLTIANO**  
Head, DAEEX

**KAREN LUZ Y. TEVES**  
Ratee

MFO No.	Description of MFO's/PAPs	Success/Performance Indicators (PI)	Program/Activities / Projects	Tasks Assigned	Target	Actual Accomplishment	Quality	Efficiency	Timeliness	Average	Remarks
MFO1	Advanced Education Services	PI 1. Number of FTE coordinated and implemented	Teaching 2nd semester SY 2018-2019 Teaches: AgEd 212 (Lec) AgEd 212 (Extram) AgEd 214 (Lec) ADED 222 (Lec)	1x3/12 = 0.25 1x3/12 = 0.25 1x3/12 = 0.25	Total 0.75 1x3/12 = 0.25 2x3/12 = 0.5 1x3/12 = 0.25	1x3/12 = 0.25 1x3/12 = 0.25 1x3/12 = 0.25	4 5 5	5 5 5	5 5 5	4.66 5 4.66	
MFO2	Higher Education Services	PI 1. Number of FTE coordinated and implemented	Teaching 2nd semester SY 2018-2019 Teaches: AgEx 200.2 AgEx 132 (Lec) AgEx 132 (Lec) AgEx 132 (Lec) AgEx 141	5x6/20 = 0.75 25x3/20 = 3.75 10x3/20 = 1.50 10x3/20 = 1.50	Total 7.5 8x6/20 = 2.4 41x3/20 = 6.15 11x3/20 = 1.65 11x3/20 = 1.65 36x3/20 = 5.4 14x3/20 = 2.1	8x6/20 = 2.4 41x3/20 = 6.15 11x3/20 = 1.65 11x3/20 = 1.65 36x3/20 = 5.4 14x3/20 = 2.1	4 5 4 5 5 5	5 4 5 5 5 5	5 4 4 5 5 5	4.66 4.33 4.66 5 5 4.66	
			Summer SY 2018-2019 June-July Teaches: AgEX 133 (Lec) AgEX 133 (Lec)		Total 12.3 44x3/20 = 6.6 38x3/20 = 5.7		5 5 5	5 5 5	5 4 4	4.66 4.66 4.66	
SubTotal/Average FTE				8.25	32.9	4.72					
	PI 2a. Number of students advised	On thesis/field practice/special problem	Advising/revising	Advisees undergrad. thesis & revise their outline	5	7	5	5	5	5	Alvarado, R., Balane, JM., Bordenillo, Y. Gabi, H., Galisim, E., Leonor, MD., Subayno, R.

		As SRC chairman/SRC member	Thesis	GAC Chairman/Member	2	2	5	5	4	4.66	Oponda, DL, Mantana, JMN.
		On consultation	Consultation	Consulting student's of subjects taught, thesis update and status of grades	45 hrs	50 Hr	5	4	4	4.33	
		<b>PI 2b.</b> No. of student organizations Advised/Assisted									
		Student organizations advised	Adviser	Senior Adviser	1	1	4	5	5	4.66	VSU AgExSo
		Student organizations assisted on student related activities	Assisted student related activities	Assisted student activities	2	2	5	4	4	4.33	BSDE Tribute Party, Alay linis
		<b>PI 3.</b> Number of instructional materials developed									
		Revised syllabi		Prepares and revises 2 syllabus	2	2	5	5	5	5	AgEx 132, AgEx 141
		Revised lecture manual		Prepares and revises 2 lecture manual	2	2	4	4	4	4	AgEx 132, AgEx 141
		New Powerpoint lecture presentation (per course)		Preparing lecture presentation	3	5	5	5	5	5	
		<b>PI 4.</b> Additional outputs									
		Number of grade sheets submitted on prescribed period	Preparation	Prepared grade sheets and submitted on time	5	22	5	5	5	5	AgEd 212 (Lec), AgEd 212 (Extram), AgEd 214 (Lec), ADED 222 (Lec), AgEx 200.2 AgEx 132 (4 sections) ,AgEx 141, AgEX 133 (2 sections)
<b>Subtotal/Average</b>							<b>4.66</b>				
MFO 3	Research Services	<b>P1 1.</b> Number of research projects conducted and/or completed on schedule	Research project conducted as Project Leader			1	5	5	5	5	"Assessing and Building the Capacities of Rice Farmer Associations assisted by Municipal Agriculture Office of Abuyog, Leyte: A Participatory Action Research"
		P1.2 No. of papers presented to international/national conferences									
<b>Subtotal/Average (Research)</b>							<b>5</b>				



MFO 4	Extension Services	P4 1. Additional outputs									
		No. of seminar/training presentations prepared	As Participant	Training attended.	1	2	5	5	5	5	
		No. of training proposals submitted	As Asst. project leader	Submitted training proposals for funding	1	2	5	5	5	5	
		No. of extension programs involved/collaborated	As Co project leader	Assisted the project leader in the conduct of extension program and in terminal report writing	1	1	5	5	5	5	Green the Home Project
Subtotal/Average (Extension)							5				

Average Rating (Total Over-all rating divided by all the areas)		4.845	Comments & Recommendations for Development Purpose:
Additional Points:			<i>she always looks for ways to contribute to the attainment of the dept's objectives</i>
Punctuality			
Approved Additional points (with copy of approval)			
FINAL RATING			
ADJECTIVAL RATING			

Evaluated & Rated by:

*[Signature]*  
**HENRY Y. GOLTIANO**  
 Head, DAEEEx

Date: \_\_\_\_\_

Recommending Approval:

*[Signature]*  
**VICTOR B. ASIO**  
 Dean, CAFS

Date: \_\_\_\_\_

Approved by:

*[Signature]*  
**BEATRIZ S. BELONIAS**  
 Vice President for Instruction

Date: \_\_\_\_\_

1 – Quality, 2 – Efficiency, 3 – Timeliness, 4 – Average

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Karen Luz Y. Teves

Performance Rating: Outstanding

Aim: Send Dr. Teves to an international training/conference either as a trainee or paper presenter

Proposed Interventions to Improve Performance: Attend relevant international training

Date: Aug-Dec 2019 Target Date: Within Aug-Dec 2019

First Step: Approved by the department's personnel committee

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Result: Dr. Teves to look for relevant training or conference on qualitative research, statistical design and analysis

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Date: January-June 2020 Target Date: Within January-June 2020

Next Step: Dr. Teves to apply for participation to an international training/conference on qualitative research, statistical design and analysis

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Outcome: Attended international training/presented paper in an international conference in 2020.


Final Step/Recommendation:

The department strongly recommends her for an international training/conference

Prepared by:

  
**HENRY Y. GOLTIANO**  
DAEEx Head

Conforme:

  
**KAREN LUZ Y. TEVES**  
Name of Ratee Faculty/Staff