



#### **DEPARTMENT OF** MATHEMATICS AND PHYSIC

2/F Old Library Building Visayas State University Visca, Baybay City, Leyte, 6521 Philippines Phone: +63 53-565-0600 loc 1030 Email: dmp@vsu.edu.ph

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

Exhibit

Name of Faculty Member:

Ms. Emily L. Casinillo

Program Involvement	Percentage	Numerical Rating	Equivalent
(1)	Weight of	(Rating x%)	Numerical
	Involvement	(3)	Rating
	(2)		(2x3)
Instruction			
a. Head/Dean (100%)		4.8	
b. Students			
Total for Instruction	80%	4.8	3.84
Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)	r	4.92	
Total for Research	10%	4.92	0.492
Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)	r	0	
Total for Extension		0	0
Support to Operation	5%	4.67	0.23
Administration	5%	4.67	0.23
TOTAL			4.80

**EQUIVALENT NUMERICAL RATING:** 

Add: Additional Points, if any:

4.8 0.00

TOTAL NUMERICAL RATING:

4.8

ADJECTIVAL RATING:

**OUTSTANDING** 

Prepared by:

CASINILLO

Reviewed by:

Name of Faculty

Department Head

Recommending Approval:

CANDELARIO L. CALIBO

Dean, CAS

Approved:

Vice President



A globally competitive university for science, technology, and environmental conservation. Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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No. 20-201



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



"Exhibit B"

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

I, EMILY L. CASINILLO, a faculty member of the <u>DEPARTMENT OFMATHEMATICS</u>, College of Arts and Sciences commit to the deliver and agree to be rated on the attainment of the following accomplsihments in accordance with the indicated measures for the period <u>JANUARY 2020</u> to june 30, 2020.

EMILY L. CASINILLO

Instructor III

Date: 11- 4- 20

Approved:

EUSEBIO R. LINA JR.

Department Head

Date: 11 19 22

MFO	MFO Description of Success/ Performance Indicators (PI No. MFO's/PAPs	Tasks Assigned Ta	Target	arget Actual Accomplishment			Ratin	g	REMARKS (Indicators in percentage should	
NO.					Accomplishment	Quality	Eficiency	Timelines	Average	be supported with numerical values in numerators and denominators)
UMFO	2. HIGHER EDUCATION S	BERVICES								
OVPI	UMFO 3. Higher Education	Management Services								
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Teaches: Math 117 (1 lec); Math 14 (1 lec); Math 128 (1 lec); Math 114n (1 lec)= 2nd Sem SY 2019-2020	12	12	5	5	5	5.00	Vacation leave/sick leave
		New Course Outline	Prepares new course outline	1	1	5	5	4	4.67	Math 114n
		New syllabi OBE	Prepares new syllabi	1	3	4.5	5	4	4.50	Mah114n, Precalculus
		Revised syllabi	Revised syllabi	0	1	4.5	5	5	4.83	Math 106n
		New lab. manual	Revises one (1) lecture manual							
		Revised Lab. Manual	Revises one (1) laboratory							
		New Lecture manual	Prepares new manual	1	6	5	5	4	4.67	Volume 1 (100% completed); Volume 2 (Ongoing,to be fully accomplished in the second half of the year.);
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	4	5	5	5	5.00	Math 114n; Math 117; Math 14; Math 128

A 11. Number of INC forms with Facilitates students in their completion of the subject and grade submitted within prescribed submits completion forms with grade within prescribed period A12. Number of trainings attended Attend mandated trainings related to instruction A13. Number of long examinations Administers and checks 5 5 5.00 7 administered and checked long examination for subjects taught A14 . Number of quizzes Prepares and checks 31 5 5 5.00 31 quizzes for lec and lab administered and checked A15. Number of lab reports and Checks lab reports and term term papers checked and graded papers submitted as required PI 8: Number of students A16. Number of students advised: Acts as academic adviserto advised: \* students A17 . Number of students advised on thesis/ field practice/special problem: As SRC Chairman Advises, and corrects research outline and thesis/SP manuscript As SRC Member Advises and corrects research outline and thesis/SP manuscript 18 18 5 5 5 5.00 A18. Number of students **Entertains students** entertained for consultation consulting on subject taught, thesis and grades purposes A19 . Number of Student PI 9: Number of student Advises student organizations recognized by organizations advised/ organizations advised assisted \* USOO A20 . Number of Student Assists student organizations assisted on student organizations in implementing student related related 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	1	6	5	5	4	4.67	Volume 1 (100% completed); Math 107n, Math 106n, Math 102e, Math 13, Math 13n, Precalculus
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	6	5	5	4	4.67	Volume 1 (100% completed); Volume 2 (Ongoing,to be fully accomplished in the second half of the year); Math 107n, Math 106n, Math 102e, Math 13, Math 13n, Precalculus
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	4	4	5	5	5	5.00	Math 114n; Math 117; Math 14; Math 128
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	4	4	5	5	5	5.00	Math 114n; Math 117; Math 14; Math 128
	A 23 : 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	1	on going					To be accomplsihed ih the 2nd half
	A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	1	4	5	5	4.67	
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							
•	A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	1	1	4	5	4	4.33	
								72.00	

O 3 . RESEARCH SERVICES			-0		T				
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	Conducts research for possible utilization by industry or other beneficiaries		6	5	5	5	5.00	
PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research oroject within the year	0	1	5	5	4	4.67	80% Completion
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-refereed or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication	1	2	5	5	5	5.00	
	In refereed int'l journals		1	2	5	5	5	5.00	
	In refereed nat'l/regional journals								
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 scienfic for a/conferences							
Totalogniologic	In int'l fora/conferences								
	In nat'l/regional fora/conferences								
PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
Pl 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or								
	A 33. Number of journal	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				19.67	
141450	4 = 4 = 101011 0= 0 40				 -	-	10.07	
UMFO	4. EXTENSION SERVICE 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	*				
		<u>A 37</u> . Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer					
		<u>A 38</u> . 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	<u>A 40</u> . Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries					
	Research Mentoring	Research Mentor						
	Peer reviewers/Panelists	Peer reviewers/Panelists						,
	Resource Persons	Resource Persons						

E PI 8. P propos	esals approved *  . Additional outputs *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for							
PI 8. P	Percent of extension esals approved *  Additional outputs *	Evaluator  A 41. Percent of extension proposals approved *	proposals, submits and							
PI 8. P	Percent of extension osals approved *  Additional outputs *	A 41. Percent of extension proposals approved *	proposals, submits and							
propos	esals approved *  . Additional outputs *	A 41. Percent of extension proposals approved *	proposals, submits and							
<u>PI 11</u> .		A 40 NI- of automotion malated	immediate implementation							
			Designs extension related activities and other outputs to implement new normal							
UMFO 5. S	SUPPORT TO O		'							
OVPI	MFO 4. Program and	d Institutional Accreditation Service	98							
require establis implem mainte improve the con College	ements thru the	theQMS 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	4	4.67	
		the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant	100% compliant	5	4	5	4.67	
		On program accreditations								
		On institutional accreditations								
									9.33	

UMFO 6. General Admin	. & Support Services								
PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint	0% 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 performfing 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	1	1	4	5	4	4.33	
								9.33	
Total Over-all Rating								110.33	
Adjusting Rating								4.80 O	
Adjectival Rating								0	

Average Rating (Total	4.80
Over-all rating divided by	
4)	·
Additional Points:	
Punctuality	
Approved Additional	4.80
points (with copy of	
approval)	
FINAL RATING	Outstanding
ADJECTIVAL RATING	

Comments & Recommendations for Development Purpose:

Pursue advanced studies and continue engaging in research and extension activities.

Evaluated & Rated by:

Greyn hint

EUSEBIO R. LINA, JR.

Department Head Date: 11 19 20 20

CANDELARIO L. CALIBO

Dean, College of Arts and Sciences
Date: 29 20

Approved by:

BEATRIZ . BELONIAS

Vice President for Instruction
Date: 12/9/20



## **EMPLOYEE DEVELOPMENT PLAN**

Name of Employee: EMILY L. CASINILLO
Performance Rating: Outstanding
Aim: Encourage her to pursue advanced studies in Mathematics.
Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:
Date:
First Step:
Endorsed her to the Scholarship Committee for study leave with pay.
Result: She will be able to pursue the PhD Mathematics Program by August 2021.
Date: Target Date: End of first semester
Next Step: To continue giving her moral support in her studies until targeted date of full completion of studies in June 2024.
Outcome: Good grades
Final Step/Recommendation:
Prepared by:  Sechi him.  EUSEBIO R. LINA, JR.  DMP Head
Conforme: