



SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Exhibit

Name of Faculty Member: Ms. Emily L. Casinillo

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

EQUIVALENT NUMERICAL RATING: 4.8
Add: Additional Points, if any: 0.00
TOTAL NUMERICAL RATING: 4.8

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

EMILY L. CASINILLO

Name of Faculty

Reviewed by:

EUSEBIO R. LINA JR.

Department Head

Recommending Approval:

CANDELARIO L. CALIBO

Dean, CAS

Approved:

BEATRIZ S. BELONIAS

Vice President



"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, EMILY L. CASINILLO, a faculty member of the DEPARTMENT OF MATHEMATICS, 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 2020 to june 30, 2020.


EMILY L. CASINILLO

Instructor III

Date: 11-28-2020
Emilio

Approved:


EUSEBIO R. LINA JR.

Department Head

Date: 11/19/2020

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timelines	Average	
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	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 (On-going, 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 grade submitted within prescribed period	Facilitates students in their completion of the subject and submits completion forms with grade within prescribed period							
		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	7	7	5	5	5	5.00	
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	31	31	5	5	5	5.00	
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic advisor to students</i>							
		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							
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	18	18	5	5	5	5.00	
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	<i>Advises student organizations recognized by USOO</i>							
		A20. Number of Student organizations assisted on student related activities	<i>Assists student organizations in implementing student related</i>							

[illegible]

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		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 or project 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		
		<i>In refereed int'l journals</i>		1	2	5	5	5	5.00		
		<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 fora/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									
		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								

[illegible]

[illegible]

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 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	1	1	4	5	4	4.33
									9.33
	Total Over-all Rating								110.33
	Average Rating								4.80
	Adjectival Rating								O

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

Comments & Recommendations for Development Purpose:

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

Evaluated & Rated by:

Eusebio R. Lina, Jr.
EUSEBIO R. LINA, JR.

Department Head

Date: 11/19/2020

Recommending Approval

Can delario L. Calibo
CANDELARIO L. CALIBO

Dean, College of Arts and Sciences

Date: 12/9/20

Approved by:

Beatriz S. Belonias
BEATRIZ S. 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: March 2020

Target Date: One year from date of intervention

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: _____

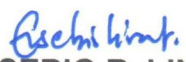
Target Date: End of first semester

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:


EUSEBIO R. LINA, JR.
DMP Head

Conforme:


EMILY L. CASINILLO
Ratee