

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **JACOB GLENN F. JANSALIN**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	50%	4.42 x 50%	2.21
b. Students (50%)	50%	4.86 x 50%	2.43
Total for Instruction			
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%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL			4.64

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

ADJECTIVAL RATING:

— 4.64
0

Prepared by:


JACOB GLENN F. JANSALIN

Name of Faculty

Reviewed by:


ELIZABETH S. QUEVEDO

Department Head

Recommending Approval:


MA. THERESA P. LORETO

Dean/Director

Approved:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **JACOB GLENN F. JANSALIN**, a faculty member of the **DEPARTMENT OF PURE AND APPLIED CHEMISTRY** delivered and agreed to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **JULY - DECEMBER 2022**.

J. Jansalin
JACOB GLENN F. JANSALIN
 Associate Professor
 Date: *12/22/22*

Approved: *Elizabeth S. Quevedo*
ELIZABETH S. QUEVEDO
 Department Head
 Date: *01/03/23*

Ma. Theresa P. Loreto
MA. THERESA P. LORETO
 College Dean
 Date: *JAN 04 2023*

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	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 1. ADVANCED EDUCATION SERVICES											
OVPI MFO 2. Graduate Student Management Services											
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE		Handled subjects/courses assigned							
	PI 8: Number of graduate students advised *	A2. Number of students advised		Acted as academic adviser to graduate students	2	2	5	5	5	5.00	
		A3 . Number of students advised on thesis/special problem/dissertation									
		As GAC Chairman		Advised and corrected research outline and thesis/SP/dissertation manuscript							
		AS GAC Member		Advised and corrected research outline and thesis/SP/dissertation manuscript							

		<u>A4</u> . Number of students entertained for consultation purposes		Entertained students seeking consultation with faculty	2	2	5	5	5	5.00	
	PI 9: Number of instructional materials developed *	<u>A5</u> . Number of on-line ready coursewares developed and submitted for review		Converted the existing instructional materials into flexible learning systems							
		On-line ready courseware		Prepared Instructional module/laboratory guide/workbook or a combination thereof	1	0	3	3	3	3.00	
		Supplemental learning resources		Prepared Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	0	3	3	3	3.00	Chem 207
		Assessment tools		Prepared assessment tools such as long exam, quizzes, problems sets, etc.	5	0	3	3	3	3.00	
		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		Created virtual classroom using either Moodle or Google Classroom	1	0	3	3	3	3.00	
	PI 10 . Additional outputs:	<u>A 8. Other outputs implementing the new normal due to covid 19</u>		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 *	<u>A9</u> . Actual Faculty's FTE		Handled and teaches courses assigned	18	26.3	5	5	5	5.00	Chem 115 (2), Chem 150 (1), Chem 158 (2), PhSc 106 (2), Chem 200a.2

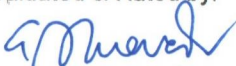
	A10. Number of grade sheets submitted within prescribed period	Preparation	Prepared gradesheet and submits on or before deadline	4	8	5	5	5	5.00	Chem 115 (2), Chem 150 (1), Chem 158 (2), PhSc 106 (2), Chem 200a.2
	A11. Number of INC forms with grade submitted within prescribed period		Facilitated students in their completion of the subject and submits completion forms with grade within prescribed period	2	2	5	5	5	5.00	
	A12. Number of trainings attended related to instruction	Trainings attended	Attended mandated trainings	1	2	5	5	5	5.00	
	A13. Number of long examinations administered and checked	exam prep	Administered and checks long examination for subjects taught	4	14	5	5	5	5.00	
	A14. Number of quizzes administered and checked		Prepared and checks quizzes for lec and lab	10	10	5	5	5	5.00	
	A15. Number of lab reports and term papers checked and graded		Checked lab reports and term papers submitted as required							
PI 8: Number of students advised: *	A16. Number of students advised:		Acted as academic advisor to students	5	9	5	5	5	5.00	
	A17. Number of students advised on thesis/ field practice/special problem:			3	4	5	5	5	5.00	
	As SRC Chairman	Advising/correction	Advised, and corrected research outline and thesis/SP manuscript	3	3	5	5	5	5.00	
	As SRC Member	Advising/correction	Advised and corrected research outline and thesis/SP manuscript	3	4	5	5	5	5.00	
	A18. Number of students entertained for consultation purposes		Entertained students consulting on subject taught, thesis and grades	10	30	5	5	5	5.00	
PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised		Advises student organizations recognized by USOO							

		<u>A20</u> . Number of Student organizations assisted on student related activities		Assists student organizations in implementing student related activities							
	PI 10: Number of instructional materials developed *	<u>A 21</u> : Number of on-line course ware developed and submitted :		Prepares and submits for review by the Technical Review Panel							
		On-line ready courseware		Prepared Instructional module/laboratory guide/workbook or a combination thereof	2	0	3	3	3	3.00	
		Supplemental learning resources		Prepared Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	6	5	5	5	5.00	
		Assessment tools		Prepared assessment tools such as long exam, quizzes, problems sets, etc.	10	15	5	5	5	5.00	
		<u>A 23</u> : Number of on-line course ware reviewed by TRP & edited by MMDC editor		Submitted the course ware duly reviewed by TRP for editing by MMDC editor							
		<u>A 24</u> : Number of virtual classroom created and operational		Created virtual classroom using either Moodle or Google Classroom	2	0	3	3	3	3.00	
	PI 11. Additional outputs	<u>A 25.</u> Number of Additional outputs accomplished:									
		Program accreditation/evaluation		Prepared documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	1						No accreditation this year
		Agency/firm/Industry linkages		Coordinated 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		Design experiential learning activities and other outputs to implement new normal								
		A.27. Awards received		International/National/Regional awards received								
UMFO 3 . RESEARCH SERVICES												
UMFO 4. EXTENSION SERVICES												
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								
		A 45. Compliance to all requirements of the program and institutional accreditations:	Minutes Preparation	Prepares required documents and complies all requirements as prescribed in the accreditation tools								
		On program accreditations	Pilot Plant Manager									
		On institutional accreditations	SSF Rootcrop facility									
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								

	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									93.00	
	Average Rating									4.42	
	Adjectival Rating									VS	

Evaluated & Rated by:


ELIZABETH S. QUEVEDO

Department Head

Date: 01/03/23

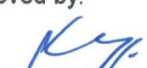
Recommending Approval


MA. THERESA R. LORETO

Dean, College of Arts & Sciences

Date: JAN 04 2023

Approved by:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date:

PERFORMANCE MONITORING & COACHING JOURNAL

/	1st	Q U A R T E R
/	2nd	
/	3rd	
/	4th	

Name of Employee: JACOB GLENN F. JANSALIN

Head of Office: ELIZABETH S. QUEVEDO


Number of Personnel: 1

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Advised to create Moodle Classroom and upload teaching/learning materials in the Moodle Classrooms	Ensure that face-to-face classes are held regularly.			September 2022
	Advised to submit ISO-OBE syllabi to subjects taught without syllabi				November 4, 2022
Coaching	Advised to attend another training on Moodle Classroom management				

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

Noted:


ELIZABETH S. QUEVEDO
Immediate Supervisor

mtpln
MA. THERESA P. LORETO
Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: JACOB GLENN F. JANSALIN

Performance Rating: _____

Aim: Aspire for an outstanding student rating in all subjects taught

Proposed Interventions to Improve Performance:

Date: January, 2023

Target Date: June, 2023

First Step:

On mandatory retirement already by January 2023

Results:

Date: _____

Target Date: _____

Next Step:

Outcome: _____

Final Step/Recommendation:

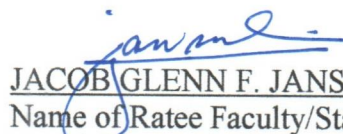
Prepared by:



ELIZABETH S. QUEVEDO

Unit Head

Conforme:



JACOB GLENN F. JANSALIN
Name of Ratee Faculty/Staff