

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Mary Annilyn L. Villar**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.97 x 50 % =2.48	
b. Students (50%)		5.00 x 50 % =2.50	
Total for Instruction	100%	4.98	4.98
2. Research			
a. Client/Dir for Research (50%)		5.00 x 50%= 2.50	
b. Dept. Head/Center Director		5.00 x 50%= 2.50	
Total for Research	0%	5.00	0.00
3. Extension			
a. Client/Dir for Research (50%)		0 x 50% = 0	
b. Dept. Head/Center Director		0 x 50% = 0	
Total for Extension	0%		
4. Administration	0%	0.00	0.00
5. Production	0%	0.00	0.00
TOTAL	100%		<b>4.98</b>

EQUIVALENT NUMERICAL RATING 4.98

Add: Additional Points, if any:

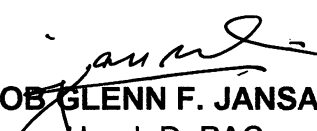
TOTAL NUMERICAL RATING: 4.98

ADJECTIVAL RATING: Outstanding

Prepared by:

Reviewed by:


  
**MARY ANNILYN L. VILLAR**  
Name of Faculty

  
**JACOB GLENN F. JANSALIN**  
Head, DoPAC

Recommending Approval:

Approved:

  
**CANDELARIO L. CALIBO**  
Dean, CAS

  
**BEATRIZ S. BELONIAS**  
VP for Instructor

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MARY ANNILYN L. VILLAR, of the Department of Pure & Applied Chemistry commits the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July 1 to December 31, 2018

*Mary Ann L. Villar*  
MARY ANNILYN L. VILLAR

Ratee

Approved:

*Jacob Glenn F. Jansalin*  
JACOB GLENN F. JANSALIN  
Department Head

MFO No.	MFO & PAPs	Success/ Performance Indicators (PI)	Program/Activities/Projects	Tasks Assigned	Target	Details of Actual Accomplishment	Rating				Remarks
							Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
MFO:1	Advanced Education	PI. 1 Full time Equivalent (FTE)	Instruction								
		PI. 2 Number of graduate student advised									
MFO:2	Higher Education Services	PI.1 FTE	Instruction	Chem 121 lec, Chem 105 lec, Chem 120.1 lab, Chem 125 Lab & Chem 113 lec	18	23.85	5	5	5	5	Teachers leave
		PI. 1 Number of Instructional materials developed/revised									
		Lab Manual	Instruction	To Update lab manual	1	2	5	5	5	5	Chem 115/Chem 115.1
		Newsyllabus			2	2	5	5	5	5	Chem 113, Chem 105
MFO 3:	Research Services	PI.1 Number of outputs presented in local conferences									
		PI. 2. Number of seminars/trainings attended									
				national	2	2	5	5	5	5	45th PSBMB Annual Convention, Water Analysis Techniques Training at NSAT Labs
				regional							
				institutional/local	1	2	5	5	5	5	HR-Prime, RQAT
		PI. 2. Number of research output published	Research								
MFO 5:	Support to Students	PI.1 Student advising and consultation services:	Support to students								

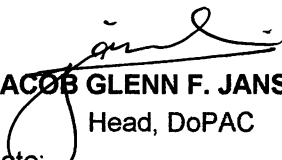


Average Rating (Total Over-all rating divided by		4.97
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.97
ADJECTIVAL RATING		


Comments & Recommendations for Development Purpose:

- Attend annual Philippine Chemistry Congress
- Present papers/research outputs in scientific forum here &/or abroad
- Pursue Ph.D. Chem in reputable institution

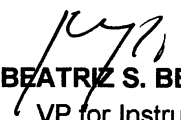
Evaluated & Rated by:

  
**JACOB GLENN F. JANSALIN**  
 Head, DoPAC  
 Date: \_\_\_\_\_

Recommending Approval:

  
**CANDELARIO L. CALIBO**  
 Dean, CAS  
 Date: \_\_\_\_\_

Approved by:

  
**BEATRIZ S. BELONIAS**  
 VP for Instruction  
 Date: \_\_\_\_\_

1- Quality    2 - Efficiency    3 - Timeliness    4 - Average

# PERFORMANCE MONITORING & COACHING JOURNAL

	1st	Q U A R T E R
	2 <sup>nd</sup>	
√	3 <sup>rd</sup>	
√	4th	

Name of Employee: MARY ANNILYN L. VILLAR

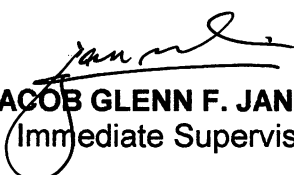
Head of Office: JACOB GLENN F. JANSALIN

Number of Personnel: \_\_\_\_\_


Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring					
Coaching	Review students comments to get an all outstanding rating next sem.				VS to Outstanding

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

Conducted by:

  
**JACOB GLENN F. JANSALIN**  
 Immediate Supervisor

Noted

  
**CANDELARIO L. CALIBO**  
 Next Higher Supervisor

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee:  **MARY ANNILYN L. VILLAR**

Performance Rating: Outstanding

Aim:

Proposed Interventions to Improve Performance:

Date: Target Date:

First Step: Improved performance rating

Date: January 2019 Target Date: June 2019

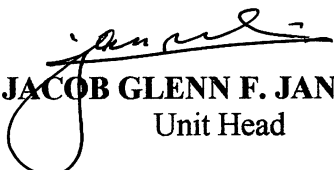
Next Step:

- Attain an all outstanding rating
- Attend/present papers in conference/seminar
- Do PhD studies

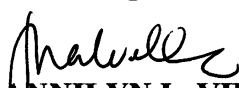
Outcome:

Final Step/Recommendation:

Prepared by:

  
**JACOB GLENN F. JANSALIN**  
Unit Head

Conforme:

  
**MARY ANNILYN L. VILLAR**  
Name of Ratee Faculty