

**Exhibit K****SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **CALUNGSOD, PHOEBE LYNN B.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
c. Head/Dean (50%)		4.65x100%=4.65	
d. Students (50%) ( <i>TPES on-going</i> )			
Total for Instruction	70%	4.65	3.255
2. Research			
a. Client/Dir. for Research			
b. Dept. Head/Center Director (100%)		4.6 x 100% = 4.6	
Total for Research	30%	4.6	1.38
TOTAL	100%		4.64

EQUIVALENT NUMERICAL RATING: 4.64

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.64ADJECTIVAL RATING: **Very Satisfactory**

Prepared by:

**PHOEBE LYNN B. CALUNGSOD**Name of Faculty *15 Dec 2020*

Reviewed by:

**JOEL REY U. ACOB**Department Head *11 Jan 2021*

Recommending Approval:

**JOEL REY U. ACOB**Dean *11 Jan 2021*

Approved:


**BEATRIZ S. BELONIAS**

Vice President for Academic Affairs


# INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

"Exhibit B"

I, PHOEBE LYNN B. CALUNGSOD, a faculty member of the DEPARTMENT OF NURSING 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 JULY-DECEMBER 2020.

  
**PHOEBE LYNN B. CALUNGSOD**  
 Asst. Professor 1  
 Date: December 14, 2020

Approved:

  
**JOEL REY U. ACOB**  
 College Dean  
 Date: 11 Jan 2021

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	Handles and teaches courses assigned: NuCM 100; NuCM 104r; NuCM 114, Zool 138 & Zool 138a	5	21.4	4.9	4.9	4.9	4.9	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	1	1	4.5	4.5	4.5	4.5	
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	1	1	4.3	4.4	4.5	4.40	
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	5	6	4.2	4.4	4.5	4.36	
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	50	97	4.9	4.9	4.9	4.9	



		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and	10	97	4.7	4.7	4.8	4.73	
	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21 :</b> Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	1	1	4.5	4.5	4.5	4.5	
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	4.7	4.7	4.5	4.63	
		Supplemental learning resource	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10	20	4.7	4.6	4.7	4.66	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets,	6	10	4.7	4.7	4.8	4.73	
		<b>A 23 :</b> 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	1	4.8	4.7	4.8	4.76	Submitted to College Level only as per advised by MMDC
		<b>A 24 :</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	1	4.7	4.8	4.7	4.73	
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> Number of Additional outputs accomplished:								
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	1	2	4.7	4.6	4.7	4.66	
<b>UMFO 3 . RESEARCH SERVICES</b>										
	<b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	<b>A27.</b> 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	1	1	4.5	4.5	4.5	4.5	

	<b>PI 2.</b> Number of research outputs completed within the year *	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research project within the year	1	0						
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication	1	1	4.5	4.5	4.5	4.5		
		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	1							
<b>UMFO 4. EXTENSION SERVICES</b>											
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> 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	1							
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	related activities and other outputs to implement new normal								Not done because of safety reason due to COVID-19 pandemic
<b>UMFO 5. SUPPORT TO OPERATIONS</b>											
	<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>										
	<b>PI 8.</b> 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*	<b>A 44.</b> 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		zero non-conformity						
		<b>A 45.</b> Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the		100% compliant						3



		On program accreditations							
		On institutional accreditations							
<b>UMFO 6. General Admin. &amp; Support Services</b>									
	<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint				
	<b>PI 3:</b> Additional Outputs	<b>A 47.</b> 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						
		<b>A 48.</b> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal						
	<b>Total Over-all Rating</b>							4.64	

<b>Average Rating (Total Over-all rating divided by 24</b>		
<b>Additional Points:</b>		
<b>Punctuality</b>		
<b>Approved Additional points (with copy of approval)</b>	xx	
<b>FINAL RATING</b>		<b>4.64</b>
<b>ADJECTIVAL RATING</b>		<b>Very Satisfactory</b>

**Comments & Recommendations for Development Purpose:**

-encourage to prepare proposal for research and extension for 2021

Evaluated & Rated by:

**JOEL REY U. ACOB**

Department Head

Date: 11 Jan 2021

Recommending Approval

**JOEL REY U. ACOB**

Dean,

Date: 11 Jan 2021

Approved by:

**BEATRIZ S. BELONIAS**

Vice President for Academic Affairs

Date: 11/15/21

## PERFORMANCE MONITORING & COACHING JOURNAL

Name of Office: COLLEGE OF NURSING

Head of Office: ACOB, JOEL REY U.

Number of Personnel: CALUNGSOD, PHOEBE LYNN B.

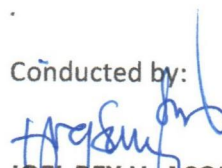
	1st	Q U A R T E R
	2 <sup>nd</sup>	
/	3 <sup>rd</sup>	
/	4th	


Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Coaching and mentoring executed during the monthly faculty meetings.		*Advised to continue developing the learning guides as prescribed by the university.			Able to submit the required learning materials for the classes handled.
		*Encouraged to submit weekly accomplishments for the applied WFH dates.			Able to submit weekly accomplishments with appropriate attachments.
		*Encouraged to render extra mile to reach out students in the new normal.			Commendation for taking the advice as evidenced by conduct of online consultation
		*Encouraged to technically supervise level I students on the proposed course webinar			Commendation for a positive outcome of the webinar.
		*encouraged to continue attending seminars related to her craft			Commendation on her active participation in an international health conference with researchers, theorists and experts in nursing profession.

		*start retrieving documents pertinent to PDS, CV accomplishments			Able to submit and compile documents.
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*Note: Please indicate the date in the appropriate box when the monitoring was conducted*

  
**PHOEBE LYNN B. CALUNGSOD**  
 Faculty

Conducted by:  
  
**JOEL REY U. ACOB**  
 Immediate Supervisor  
 11 Jan 2021

Noted by:  
  
**BETARIZ S. BELONIAS**  
 Next Higher Supervisor



## **EMPLOYEE DEVELOPMENT PLAN**

Name of Employee: **CALUNGSOD, PHOEBE LYNN B.**

Performance Rating: **4.64**

The Performance Rating showed that the concerned faculty obtained a Very Satisfactory Performance in Instruction, Research and Extension components.

The abovementioned faculty also spearheaded the committee on the Instructional Materials

Development which played a critical role in the formulation of learning guides and laboratory manuals for digital learning.

Prof. Calungsod is commendable for her research publication output, contributing to achieve the target of the College. She further designed activities in support to her Instruction mandate through organizing a webinar on Theoretical Foundations of Nursing for level I students.

**Aim(s):** 1. to finish her PhD in Nursing program

Date: July 2020

Target Date: July 2023

2. to develop another research proposal for submission to OVPRDEI

Date: November 2020

Target date: first quarter of 2021

3. attendance in workshops/seminars for professional advancement and development.

Date: July 2020

Target date: December 2020

### **Proposed Interventions to Improve Performance:**

#### **First Step:**

- Included in the monthly meeting discussion
- Conduct of College in-house review in crafting research and extension proposals along with senior faculty members.

#### **Results:**

- Able to identify researchable topics and areas feasible for extension works.
- Participated in the nursing webinar organized by the International Association of Human Caring.

#### **Next Step:**

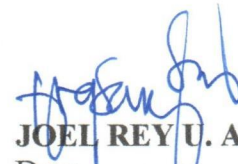
- Follow-up the drafting of research and/or extension proposals

#### **Final Step/Recommendation:**


- Continue and finish with her PhD program
- Continuation of her Extension-lead program for the following quarter.



Prepared by:

  
**JOEL REY U. ACOB**  
Dean 11 Jan 2021

Conforme:

  
**PHOEBE LYNN B. CALUNGSOD**  
Faculty