

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **ELIZABETH M. SEBIOS**

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		4.63	
b. Students		3.69 <i>0 myn</i>	
TOTAL for Instruction	80%	4.16 <i>4.63 myn</i>	3.33 <i>3.70 myn</i>
2. Research	10%	0.00	0.00
3. Extension	10%	0.00	0.00
4. Support Operations	0%	0.00	0.00
5 Administration	0%	0.00	0.00
TOTAL	100%		3.33 <i>3.70 myn</i>

EQUIVALENT NUMERICAL RATING:

~~3.33~~ *3.70 myn*

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

~~3.33~~ *3.70 myn*

ADJECTIVAL RATING:

Satisfactory

Prepared by:

Reviewed by:

Elizabeth M. Sebios
ELIZABETH M. SEBIOS

Name of Faculty

Magdalene C. Unajan
MAGDALENE C. UNAJAN

Department Head

Recommending Approval:

Janet C. Bencure
JANET C. BENCURE

College Dean

Approved by:

Beatriz S. Belonias
BEATRIZ S. BELONIAS

Vice President for Instruction

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ELIZABETH M. SEBIOS, a faculty member of the DEPARTMENT OF COMPUTER SCIENCE AND TECHNOLOGY commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January - June, 2022.

Myth
Sebios
ELIZABETH M. SEBIOS

Instructor II

Date: *July 1, 2022*

Approved:

Magda
MAGDALENE C. UNAAN

Department Head

Date: *July 1, 2022*

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 1. ADVANCED EDUCATION SERVICES										
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 subjects/courses assigned							
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline							
		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	1	7	5	4	4	4.33	Albero, Acain, Enriquez, Roble, Baluran, Tumaob, Villejo
		A12. Number of trainings attended related to instruction	Attends mandated trainings	2	2	5	5	5	5.00	PSITE Regional Assembly, IPCR/OPCR Workshop

		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught							
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab							
		A15. Number of lab reports and term papers checked and graded	Checks lab reports submitted as required							
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to BSCS students							
		A17. Number of students advised on thesis/ field practice/special problem:	Advises and corrects thesis proposal	3	1	5	4	4	4.33	Piamonte, Daryl
		A18. Number of students entertained for consultation purposes	Allots time to students seeking for consultation or advise.	10	6	5	5	5	5.00	Piamonte, Acain, Albero, Enriquez, Carbonilla, Galicia
		A20. Number of Student organizations assisted on student related activities	Assists student organization in implementing student related activities							
	PI 10: Number of instructional materials developed *	A 21 : Number of on-line courseware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
		<i>On-line ready courseware</i>	<i>Prepares instructional module/laboratory</i>	2	2	5	4	4	4.33	Csci 150 - for next sem
		<i>Supplemental learning resources</i>	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	2	3	5	5	5	5.00	Csci 150 - for next sem
		<i>Assessment tools</i>	<i>Prepares assessment tools such as long exam, quizzes, problems sets, etc.</i>	2	3	5	5	5	5.00	Csci 150 - for next sem

		A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the courseware duly reviewed by TRP for editing by MMDC editor							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	2	1	4	4	4	4.00	Csci 150 - for next sem
									37.00	
UMFO 3 . RESEARCH SERVICES										4.63
	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							
UMFO 4. EXTENSION SERVICES										
	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							
	PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implements 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							
UMFO 5. SUPPORT TO OPERATIONS									
UMFO 6. General Admin. & Support Services (GASS)									
Total Over-all Rating								37.00	
Average Rating								4.63	
Adjectival Rating								"O"	

Average Rating	4.63
Additional Points:	
Punctuality	
Approved Additional	
FINAL RATING	4.63
ADJECTIVAL RATING	Outstanding

• should start considering pursuing PhD CS soon.
• She should try her best to write RDEI proposals.

Evaluated & Rated by:

MAGDALENE C. UNAJAN

Department Head

Date: July 1, 2022

Recommending Approval

JANNET C. BENCURE

Dean, CET

Date:

Approved by:

BEATRIZ S. BELONIAS

Vice President for Instruction

Date:

Exhibit I

PERFORMANCE MONITORING FORMName of Employee: **ELIZABETH M. SEBIOS**


Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1	Teaches assigned subjects and performs other teaching related functions such as: prepares and revises teaching materials, prepares and gives examinations, checks test papers and returns to students one week after, submits grade sheets within prescribed period, makes him/herself available for student consultations during consultation hours, revises course syllabi, and approves manuscripts.	Very Satisfactory	January 2022	June 2022	June 2022	Impressive	Very satisfactory	Keeps track of student records and updates them especially those with Def or INC grades
2	Attends meetings and performs functions as member of different committees of the department	Very Satisfactory	January 2022	June 2022	January – June 2022	Impressive	Very Satisfactory	Needs to participate more during meetings

3	Performs other functions	Very Satisfactory	January 2022	June 2022	January – June 2022	Impressive	Very Satisfactory	Assigned tasks are completed as expected but she needs to take the initiative and not just wait for instructions.
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* Either very impressive, impressive, needs improvement, poor, very poor

** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:


MAGDALENE C. UNA JAN
Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: ELIZABETH M. SEBIOS

Performance Rating: Satisfactory

Aim: Encourage her to make research and extension proposal

Proposed Interventions to Improve Performance:

Date: June 2022

Target Date: One year from date of intervention

First Step:

Send her to training/seminar/workshop for a related field for research and extension.

Result:

Attendance in research and extension related trainings/seminars/workshops for a.
This will

Expose her to these engagements and will motivate her to do research and be
involved in Research, Development, Extension and Innovation (RDEI) projects.


Date: Throughout the school year Target Date: December 2022

Next Step:

Advise her to draft research proposal or extension project proposal.

- Outcome: RDEI project proposal
- Final Step/Recommendation: _____
- Instruct her to submit the RDEI proposal to OVREI for approval and possible funding.

- Prepared by:


MAGDALENE C. UNA JAN
Unit Head

Conforme:


ELIZABETH M. SEBIOS

Name of Ratee Faculty/Staff