

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **MARK RYAN R. TRIPOLE**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		5.0 x 50%=2.50	
b. Students (50%)		5.0 x 50%=2.50	
Total for Instruction	80%	5.0	4.00
2. Research			
a. Client/Dir. for Research (50%)		5.0 x 50%=2.50	
b. Dean/Center Director (50%)		5.0 x 50%=2.50	
Total for Research	5%	5.0	0.25
3. Extension			
a. Client/Dir. for Extension (50%)		5.0 x 50%=2.50	
b. Dean/Center Director (50%)		5.0 x 50%=2.50	
Total for Extension	5%	5.0	0.25
4. Administration	10%	5.0 x 10%=0.50	0.50
5. Production	-		
TOTAL	100%		5.0

EQUIVALENT NUMERICAL RATING:

5.0

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:


5.0

ADJECTIVAL RATING:

Outstanding

Prepared by:

Reviewed and Recommended for Approval:


MARK RYAN R. TRIPOLE
Name of Faculty
GLENN G. PAJARES
Dean, CAS

Approved:


ROTACIO S. GRAVOSO
Vice President for Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MARK RYAN R. TRIPOLE, a faculty member of the DEPARTMENT OF PURE AND APPLIED CHEMISTRY commit to the deliver and agree to be rated on the following accomplishments in with the indicated measures for the period January - June 2024.

MARK RYAN R. TRIPOLE

Instructor I

Date: 7/1/2024

Approved:

GLENN G. PAJARES

Dean, CAS

Date: 7/4/2024

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target (Jan. - Dec)	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI MFO 3. Higher Education Management Services										
	PI 10: Total FTE, coordinated, implemented and monitored *	A 2. Actual Faculty's FTE	Handles and teaches courses assigned	20	23.55	5	5	5	5.00	2nd Sem (Jan to May, 2024) Chem 159, Chem 195n, PhSc 105, PhSc 105.1, Chem 157.1, Chem 120
	PI 13: Percentage of courses offered with approved course syllabi	A 4. Percentage of courses offered with approved course syllabi	Teaches subjects with approved course syllabi	100%	100%	5	5	5	5.00	2nd Sem (Jan to May, 2024) Chem 159, Chem 195n, PhSc 105, PhSc 105.1, Chem 157.1, Chem 120

	PI 14: Percentage of courses offered with IMs	A 5. Percentage of courses offered with approved IMs	Teaches subjects with approved IMs	100%	100%	5	5	5	5.00	2nd Sem (Jan to May, 2024) Chem 159, Chem 195n, PhSc 105, PhSc 105.1, Chem 157.1, Chem 120
	PI 16: Percentage of courses offered with final grades submitted within the allowable period	A 7. Percentage of courses offered with final grades submitted within the allowable period	Submits grade sheets within allowable period	100%	100%	5	5	5	5.00	2nd Sem (Jan to May, 2024) Chem 159, Chem 195n, PhSc 105, PhSc 105.1, Chem 157.1, Chem 120, Chem 200a1, Chem 200a3
	PI 18: Percentage of courses rated atleast VS in the Teaching Performance Evaluation by Students (TPES)	A 8. Percentage of courses rated atleast VS in the Teaching Performance Evaluation by Students (TPES)		100%	100%	5	5	5	5.00	1st Sem (August to Dec., 2023) Chem 115, Chem 115.2, Chem 150, Chem 113n, Chem 120 Chem 200a2
	PI 19: Additional Outputs	A 9. 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	2.00	5	5	5	5.00	Chem 200a2 (Moreno), Chem 159 (Enad)
	PI 19: Additional Outputs	A 10. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	6	20	5	5	5	5.00	2nd Sem (Jan to May, 2024) Chem 159, Chem 195n, PhSc 105, PhSc 105.1, Chem 157.1, Chem 120, Chem 200a1, Chem 200a3

		A 11. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	30	5	5	5	5.00	2nd Sem (Jan to May, 2024) Chem 159, Chem 195n, PhSc 105, PhSc 105.1, Chem 157.1, Chem 120, Chem 200a1, Chem 200a3
		A 12. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	20	5	5	5	5.00	2nd Sem (Jan to May, 2024) PhSc 105.1, Chem 157.1
		A 14. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	2	5	5	5	5.00	VSU Chemical Society, Viscan Eruditos
UMFO 3 . RESEARCH SERVICES										
	PI 2: Number of research outputs completed within the year *	A 16. Number of research outputs completed within the year *	Conducts and completes research project within the year	1	1	5	5	5	5.00	River Physicochemical Characterization Project
	PI 3: Number of research outputs presented in regional/national/ int'l fora/conferences	A 17. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scienfic fora/conferences							
		a. International								
		b. National		1	1	5	5	5	5.00	MS Thesis
		c. Regional or Institutional Conferences								
	PI 4: Number of research proposal submitted	A 18. Number of research proposal submitted	Submits research proposal for review	0	1	5	5	5	5.00	Project PRISM (NRCP - denied)
	PI 6: Number of research projects/studies implemented	A 20. Number of research projects/studies implemented	Implements duly approved research projects/studies		1	5	5	5	5.00	River Physicochemical Characterization Project
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 (MOUs/MOAs)	A 32. 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	5	5	5	5	5.00	Cebu Agua Lab, PASAR Corporation, DENR EMB8, Leyte Agri Corporation, UP Visayas, DENR-ERDB
		<i>c. Resource speaker/person (panelist, discussant, judge in academic and research competition, moderator in conferences, convenor, facilitator)</i>		1	1	5	5	5	5.00	Chemical Waste Management and Storage (DoPAC)
UMFO 5. SUPPORT TO OPERATIONS										
OVPI MFO 1. Faculty Development Services										
	PI 7: Number of trainings, seminars, and conferences attended	A 50. Number of training, seminars, and conferences attended (international, national, regional/institutional)	Attends training, seminars, and conferences attended (international, national, regional/institutional)							
		<i>National</i>		1	1	5	5	5	5.00	38th Philippine Chemistry Congress
		<i>Regional/Institutional</i>		1	1	5	5	5	5.00	VSU Research and Extension Writeshop
OVPI MFO 3. Registration Services										
OVPI MFO 4. Curricular Program Management Services										
	PI 12: Number of IMs reviewed by the DIMRC	A 53. Number of IMs reviewed by the DIMRC	Submits IMs for review	1	1	5	5	5	5.00	Chem 157.1
	PI 13: Number of course syllabi and TOS reviewed and approved	A 54. Number of course syllabi and TOS reviewed and approved	Submits course syllabi and TOS for approval	5	6	5	5	5	5.00	2nd Sem (Jan to May, 2024) Chem 159, Chem 195n, PhSc 105, PhSc 105.1, Chem 157.1, Chem 120

PI 14: Number of OJT MOAs prepared	A 55. Number of OJT MOAs prepared	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU, and prepares MOA for the student internship program	2	5	5	5	5	5.00	Cebu Agua Lab, PASAR Corporation, DENR EMB8, Leyte Agri Corporation, UP Visayas, DENR-ERDB
PI 15: Number of student interns deployed and monitored	A 56. Number of student interns deployed and monitored	Acts as student internship program coordinator	10	30	5	5	5	5.00	Cebu Agua Lab, PASAR Corporation, DENR EMB8, Leyte Agri Corporation, UP Visayas, DENR-ERDB
PI 16: Number of student thesis advised:	A 57. Number of students advised on thesis/field practice/special problem:								
	<i>As Thesis Adviser</i>	Advises and corrects research outline and thesis/SP manuscript	2	4	5	5	5	5.00	Bergantin, Moreno, Omandam, Ceniza
	<i>As SRC Chairman</i>	Advises and corrects research outline and thesis/SP manuscript	2	3	5	5	5	5.00	Aldamia, Moraña, Napiere
	<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript	2	5	5	5	5	5.00	Arellano, Bation, Casilac, Enad, Villacampa
PI 20: Number of students from other academic departments conducting research activities served	A 61. Number of students from other academic depts conducting research activities served	Facilitates in assisting students from other academic depts conducting research activities		1	5	5	5	5.00	BS Biotechnology (FT-IR)
PI 21: Additional outputs	A 62. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	158	5	5	5	5.00	BS Chem, BSEd, BSA


		A 63. Number of on-line course ware developed and submitted :	Prepares on-line course ware							
		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	10	20	5	5	5	5.00	2nd Sem (Jan to May, 2024) Chem 159, Chem 195n, PhSc 105, PhSc 105.1, Chem 157.1, Chem 120,
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	20	5	5	5	5.00	2nd Sem (Jan to May, 2024) Chem 159, Chem 195n, PhSc 105, PhSc 105.1, Chem 157.1, Chem 120,
UMFO 6. GENERAL ADMINISTRATIVE AND SUPPORT SERVICES										
	PI 1: Number of departments/institutes/offices supervised	A 65. Number of departments/institutes/offices supervised	Acts as head of office		1	5	5	5	5.00	Department of Pure & Applied Chemistry
	PI 2: Number of management meetings conducted	A 66. Number of management meetings conducted	Presides departmental meetings		1	5	5	5	5.00	1st Departmental Meeting (June 18, 2024)
	PI 4: Number of routinary documents acted	A 68. Number of routinary documents acted	Signs documents		20	5	5	5	5.00	Clearances, DTRs, Recommendations, etc.
	PI 5: Number of requests acted	A 69. Number of requests acted	Approves requests		5	5	5	5	5.00	Recommendations, Travel Orders, etc.
	PI 6: Number of memoranda prepared	A 70. Number of memoranda prepared	Issues memoranda		3	5	5	5	5.00	Constitution of Committees, etc.
	PI 9: Percentage of submitted DTR within 20 days after the last day of the month	A 73. Percentage of submitted DTR within 20 days after the last day of the month	Submits DTR within 20 days after the last day of the month	100%	100%	5	5	5	5.00	

PI 10: Percentage of complaints, if any, addressed on time	A 74. Percentage of complaints, if any, addressed on time	Addresses complaints on time (if any)	100%	100%	5	5	5	5.00	Facilitated requests for repairs, etc.
PI 12: Percentage of monthly accomplishment report submitted	A 76. Percentage of monthly accomplishment report submitted	Submits monthly accomplishment report	100%	100%	5	5	5	5.00	
PI 17: Additional Outputs	A 80. Number of meetings attended	Attends meetings (departmental/institutional)		3	5	5	5	5.00	CAS Execom Meetings, OP Meetings
Total Over-all Rating								190.00	

Average Rating	5.00
Additional Points:	
Approved Additional points (with copy of approval)	
FINAL RATING	5.00
ADJECTIVAL RATING	Outstanding

Comments & Recommendations for Development Purposes
Continue to accomplish things beyond your goals. Recommended to attend trainings/seminars/workshops to improve specialization


Evaluated & Rated by:


GLENN G. PAJARES
 Head, DoPAG Dean, CAS
 Date: 7/2/2024

Recommending Approval:


GLENN G. PAJARES
 Dean, CAS
 Date: 7/4/2024

Approved by:


ROTACIO S. GRAVOSO
 Vice President for Academic Affairs
 Date: 7/25/2024

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Employee: MARK RYAN R. TRIPOLE


Head of Office: GLENN G. PAJARES

Number of Personnel: 1


Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Ensure that commitments on research, publications, institution of the MS Chemistry and AACUP Level III for the BS Chemistry are attained				Conducted July, 2024
Coaching	Encouraged the faculty to submit research and extension proposal for possible funding (local/external/international), research paper for publication as well as the other mandatory requirements of the BS Chemistry and eventual institution of the MS Chemistry programs				

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

Conducted by:


GLENN G. PAJARES
Immediate Supervisor

Noted:


ROTACIO S. GRAVOSO
Next Higher Supervisor

TRACKING TOOL FOR MONITORING TARGETS

[illegible]

PI 16: Percentage of course offered with final grades submitted within the allowable period	Teaching	Dept. Head & Faculty	Jan-June, 2024	x	x	x	x	x	x	104/106 grade sheets submitted within allowable period (second semester AY 2023)
PI 17: Percentage of faculty rated at least VS in the Teaching Performance Evaluation by Students (TPES)	Teaching	Dept. Head & Faculty	Jan-June, 2024	x	x	x	x	x	x	As of first semester AY 2023: 60% Outstanding, 35% VS; 5% S
PI 18: Percentage of faculty rated at least VS by Supervisor	Teaching	Dept. Head & Faculty	Jan-June, 2024	x	x	x	x	x	x	Ratings for 1st and 2nd Semester (100% OS for regular faculty)
PI 19: Additional Outputs										
Number of student organizations advised/assisted*	Organization Advising	Dept. Head & Organization Adviser	Jan-June, 2024	x	x	x	x	x	x	VSU Chemical Society, ViHOS, Viscan Eruditos
Percentage of graduates (2 years prior) that are employed*	Teaching	Dept. Head & Faculty	Continuing task							At least 10 BS Chem graduates are employed
MFO 3 Research Services										
PI 2: Number of research outputs completed	Conducting research	Dept. Head & Faculty	Jan-June, 2024	x	x	x	x	x	x	Physicochemical Characterization of the Major River Systems in Leyte (Palhi River AY 2023), LNF - PHASE 2
PI 8: Amount of research money obtained from internal sources	Conducting research	Faculty Researchers	Continuing task			x				P60,000 for MRS Project
MFO 4 Extension Services										
PI 5: Number of expert services rendered:	Conducting trainings, consultancy, etc.	Dept. Head & Faculty	Continuing task		x		x		x	MRRT (1) - Chemical Waste Management Resource Speaker, DWWT (1) - consultancy

[illegible]

										with ITEEM, FMS (1) - consultancy with DOST
MFO 5 Support to Operations										
OVPI MFO 1. Faculty Development Services										
PI 1: Number of faculty pursuing advanced research degrees	Faculty development	Dept. Head & Faculty	Continuing task							For compliance in second half
PI 7: Number of faculty sent to trainings, seminars and conferences	Faculty development	Dept. Head & Faculty	Continuing task							MRRT, ESQ, AAR, JLYA, JMA, GCA (38th PCC), ESQ (2)
OVPI MFO 2. Faculty Recruitment/Hiring Services										
PI 8: Number of new faculty hired with at least Master's degree	Faculty development	Dept. Head & DPC								For compliance in second half
OVPI MFO 3. Registration Services										
PI 9: Percentage of students enrolled and validated within the registration period	Student enrollment	Dept. Head & Academic Adviser	Jan-June, 2024	x	x	x	x	x	x	BS Chemistry 1st Year to 4th Year
PI 10: Number of students advised during the registration period	Student enrollment	Dept. Head & Academic Adviser	Jan-June, 2024	x	x	x	x	x	x	BS Chemistry 1st Year to 4th Year
OVPI MFO 4. Curricular Program Management Services										
PI 12: Number of IMs reviewed by the CCC	Teaching	Dept. Head & Academic Adviser	Continuing task							For compliance in second half
PI 13: Number of course syllabi and TOs reviewed and approved	Teaching	Dept. Head & Academic Adviser	Continuing task	x	x	x	x	x	x	2nd Semester AY 2023 Chem 157.1, Chem 195n, PhSc 105.1, Chem 159, PhSc 105, Chem 140, Chem 157, Chem 141, Chem 208, Chem 21, Chem 138, PhSc 105.2, Envi 120; Chem

submitted a DTR every month		Faculty and Staff								submitted their monthly DTRs
PI 12: Monthly accomplishment report submitted on time	Administrative functions	Dept. Head and concerned personnel	Jan-June, 2024	x	x	x	x	x	x	ESQ (January 1 to May 21), MRRT (May 22 to June 30), department heads have submitted accomplishment reports on time 4 JO (Jan-Jun, 2/month), 2 part-time instructors (Jan-Jun)
PI 14: Percentage budget utilization (GAA)	Administrative functions	Dept. Head & Admin. Staff	Jan-June, 2024						x	As of July 10, 2024
PI 15: Percentage budget utilization (STF)	Administrative functions	Dept. Head & Admin. Staff	Jan-June, 2024						x	As of July 10, 2024
PI 17: Additional Outputs										
Number of laboratory classes assisted	Teaching	Dept. Head & Admin. Staff (laboratory)	Continuing task	x	x	x	x	x	x	Assisted laboratory classes specially in the preparation of chemicals needed for the conduct of classes

Prepared by:


MARK RYAN R. TRIPOLE
 Head, DoPAC

PERFORMANCE MONITORING FORM

Name of Employee: **MARK RYAN R. TRIPOLE**

Task No.	Task Description	Expected Output	Date Assigned	expected Date to Accomplish	Actual Date Accomplished	Quality of Outputs*	Over-all Assessment of Outputs**	Remarks/ Recommendation
1.	Advanced Education – Evaluating MEd admission applications	-	-	-	-	-	-	Not teaching MS subjects as of first half of 2024
2.	Higher Education – Teaching of Chemistry & Non-Chemistry courses	Virtual classrooms w/ learning materials & assessments	1/2/2024	6/30/2024	6/30/2024	Very impressive	Outstanding	Chem 159, Chem 195n, PhSc 105, PhSc 105.1, Chem 157.1, Chem 120
3.	Research Services	Research conducted	1/2/2024	6/30/2024	6/30/2024	Very impressive	Outstanding	Major River System Project (Project Leader)
4.	Extension Services	Extension projects/activities conducted	1/2/2024	6/30/2024	6/30/2024	Very impressive	Outstanding	BuCOR Soap Making Extension Activity
5.	Support to Operations	Varied ISO & academic documents and services	1/2/2024	6/30/2024	6/30/2024	Very impressive	Outstanding	Assigned ISO, academic documents, etc. OJT MOAs
6.	General Administration & Support Services	Varied general documents and services	1/2/2024	6/30/2024	6/30/2024	Very impressive	Outstanding	Assigned general documents and services done

*Either very impressive, needs improvement, poor, very poor

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

Prepared by


GLENN G. PAJARES
 Dean, CAS

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **MARK RYAN R. TRIPOLE**

Performance Rating: Outstanding

Aim: Aspire to maintain and outstanding student rating in all subjects taught

Proposed Interventions to Improve Performance:

Date: January, 2024

Target Date: June, 2024

First Step:

Prepare and update learning materials for all chemistry subjects to be taught in the 1st semester AY 2024-2025; follow up student performance constantly; submit research and extension proposals for funding and research paper for possible publication in peer-reviewed international journals.

Results: Meets the QS for tertiary instruction

Date: _____


Target Date: _____

Next Step:

Outcome: _____

Final Step/Recommendation:

Prepared by:


GLENN G. PAJARES
Dean, CAS

Conforme:


MARK RYAN R. TRIPOLE
Name of Ratee Faculty/Staff



TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

First Semester SY 2023-2024

Name of faculty: TRIPOLE, MARK RYAN R.

Department: Dept. of Pure and Applied Chemistry

College: College of Arts and Sciences

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Num.	Adjec.	
Chem 115	PRINCIPLES OF CHEMISTRY (Lecture)	LEC	5.00	Outstanding	100.0%
Chem 115	PRINCIPLES OF CHEMISTRY (Lecture)	LEC	5.00	Outstanding	100.0%
Chem 150	PHYSICAL CHEMISTRY (LECTURE)	LEC	5.00	Outstanding	100.0%
Chem 150	PHYSICAL CHEMISTRY (LECTURE)	LEC	5.00	Outstanding	100.0%
Chem 113n	GENERAL INORGANIC AND ORGANIC CHEMISTRY (Lecture)	LEC	5.00	Outstanding	100.0%
Chem 115.2	PRINCIPLES OF CHEMISTRY (Laboratory)	LAB	5.00	Outstanding	100.0%
Chem 115	PRINCIPLES OF CHEMISTRY (Lecture)	LEC	5.00	Outstanding	100.0%
Chem 120	ORGANIC CHEMISTRY (Lecture)	LEC	5.00	Outstanding	100.0%
Average Rating			5.00	Outstanding	100.00%

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

Legend:

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory(S)

3.50 – 4.49 Very Satisfactory(VS)

4.50 – 5.00 Outstanding(O)

Prepared by:

VANESSA W. NAZAL

TPES in-Charge

Date: April 24, 2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: April 24, 2024

Received by:

TRIPOLE, MARK RYAN R.

Name and Signature of Faculty

Date: 5/25/24

Distribution of copies: ODIE, College, Department, Faculty

Vision: A globally competitive university for science, technology, and environmental conservation.

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.