

**Exhibit K****SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: KYA MAE M. RAMONEDA

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
Head/Dean (50%)		4.7 x50%= 2.35	
Students (50%)		4.33x50% =2.165	
Total for Instruction	95%	4.515	4.289
2. Research			
Client/Dir. for Research (50%)			
Dept. Head/Center Director (50%)			
Total for Research			
3. Extension			
Client/Dir. for Extension (50%)			
Dept Head/Center Director (50%)			
Total for Extension			
4. Administration	5%	5.00	0.25
5. Production			
TOTAL	100%		4.539

EQUIVALENT NUMERICAL RATING: 4.539Add: Additional Points, if any: noneTOTAL NUMERICAL RATING: 4.539

ADJECTIVAL RATING:

**OUTSTANDING**KYMA MAE M. RAMONEDA

Name of Faculty

ANALYN M. MAZO

Department Head

Recommending Approval:

MA. THERESA P. LORETO

Dean/Director

Approved:

BEATRIZ S. BELONIAS

Vice President



INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Kyza Mae M. Ramoneda, Instructor I of the DEPARTMENT OF BIOLOGICAL SCIENCES 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 1-September 30, 2022.

*Kyza*  
**KYZA MAE M. RAMONEDA**  
 Instructor I  
 Date: *1/24/2023*

Approved:  
*ANALYN M. MAZO*  
**ANALYN M. MAZO**  
 Head, Dept. Biological Sciences  
 Date: *1/25/2023*

*mtphnct*  
**MA. THERESA P. LORETO**  
 Dean, CAS  
 Date: *JAN 25 2023*

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	Timeliness	Average	
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	<i>Handles and teaches courses assigned</i>	4.0						Accomplished in Jan-June 2022
		<b>A10.</b> <i>Number of grade sheets submitted within prescribed period</i>	Prepares gradesheet and submits on or before deadline	2						Accomplished in Jan-June 2022
		<b>A12.</b> <i>Number of trainings attended related to instruction</i>	Attend mandated trainings	1						Accomplished in Jan-June 2022
		<b>A13.</b> <i>Number of long examinations administered and checked</i>	Administers and checks long examination for subjects taught	3						Accomplished in Jan-June 2022
		<b>A14.</b> <i>Number of quizzes administered and checked</i>	Prepares and checks quizzes for lec and lab	6						Accomplished in Jan-June 2022
		<b>A15.</b> <i>Number of lab reports and term papers checked and graded</i>	Checks lab reports and term papers submitted as required	2						Accomplished in Jan-June 2022
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	<i>Acts as academic adviser to students</i>	20	30	5	5	4	4.67	BSBiotechnology, BSBiology
		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript	0						Accomplished in Jan-June 2022
		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript	0						Accomplished in Jan-June 2022



		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	20	20	5	5	5	5.00	BSBiotechnology, BSBiology
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USSO							
		<b>A20.</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1	5	5	5	5.00	VSU Biotechnological Society
	<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							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2						Accomplished in Jan-June 2022
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2						Accomplished in Jan-June 2022
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2						Accomplished in Jan-June 2022
		<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							
		<b>A 24 :</b> Number of virtual classroom created/updated and operational	Creates virtual classroom using either Moddle or Google Classroom	2						Accomplished in Jan-June 2022
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> Number of Additional outputs accomplished:								
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU		5	5	5	5	5.00	Herbanext Inc., PGC Iloilo, NMRDPC Guimaras, VSU Research Centers (NCRC, NARC, PhilRootcrops); SEAFDEC
<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							Accomplished in Jan-June 2022
		<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 accreditation tools	100% compliant							Accomplished in Jan-June 2022
		On program accreditations									
		On institutional accreditations									
<b>UMFO 6. General Admin. &amp; Support Services (GASS)</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	0% complaint	5	5	5	5.00		No complaint received
	<b>Total Over-all Rating</b>								<b>24.67</b>		
	<b>Average Rating</b>								<b>4.93</b>		
	<b>Adjectival Rating</b>								<b>Outstanding</b>		
<b>Comments and Recommendations for Development</b> <b>Purposes:</b> She was very willing to assist the students in their academic concerns.											

Evaluated & Rated by:

Recommending Approval:

Approved by:

**ANALYN M. MAZO**

Head, Dept. of Biological Sciences

Date: 1/25/2023

**MA. THERESA P. LORETO**

Dean, CAS

Date: JAN 25 2023

**BEATRIZ S. BELONIAS**

Vice President for Academic Affairs

Date: 1/26/2023