

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Arlene Joy S. Bacsan

Program Involvement (1)	Percentage Weight of	Numerical Rating (Rating x %)	Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		5.00 x 50 % = 2.50	
b. Students (50%)		3.67 x 50 = 1.83	
Total for Instruction	100%	4.33	4.33
2. Research			
a. Client/Dir for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research			
3. Extension			
a. Client/Dir for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%		4.33

EQUIVALENT NUMERICAL RATING: 4.33

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.33

ADJECTIVAL RATING: VS

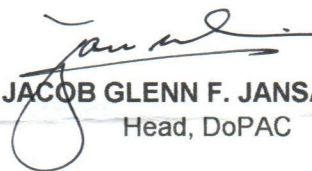
Prepared by:



ARLENE JOY S. BACSAN

Name of Faculty

Reviewed by:



JACOB GLENN F. JANSALIN

Head, DoPAC

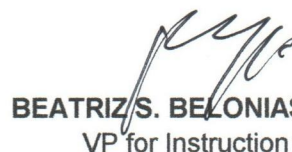
Recommending Approval:



CANDELARIO L. CALIBO

Dean, CAS

Approved:



BEATRIZ S. BELONIAS

VP for Instruction

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **ARLENE JOY S. BACSAN**, of the Department of Pure & Applied Chemistry commits the deliver and agree to be rated on the attainment of the following Accomplishment in accordance with the indicated measures for the period **August to November 30, 2019**

ARLENE JOY S. BACSAN

Ratee

Approved:

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 ¹	E ²	T ³	A ⁴	
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 132 lec, Chem 120 lec & lab, Chem 121, Escie 115 lec	16	46.25	5	5	5	5	Teachers Leave
		PI. 1 Number of Instructional materials developed/revised		updated Lab Manual							
MFO 3:	Research Services	PI.1 Number of outputs presented in local conferences	Research								
		research output presentation									
		PI. 2. Number of seminars/trainings attended									
		PI 3. Number of research conducted									
		PI. 4. Number of research output published		submits research paper for publication(International)							
		PI 5. Number of research student advised		number of students mentored conducting research							
	Support to Students	PI.1 Student advising and consultation services:	Support to students								
		PI. 2 Number of student organization advised									
		student advising									

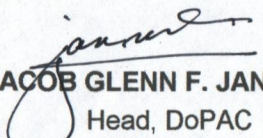
Control No 210

Average Rating (Total Over-all rating divided by	5.00
Additional Points:	
Punctuality	
Approved Additional points (with copy of approval)	
FINAL RATING	5.00
ADJECTIVAL RATING	

Comments & Recommendations for Development Purpose:

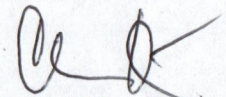
Pursue MS degree in Chemistry
Attend trainings/conferences to earn CPE
points for license renewal and updating
knowledge and skills.

Evaluated & Rated by:


JACOB GLENN F. JANSALIN
Head, DoPAC

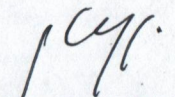
Date: _____

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 nd	
	3 rd	
	4th	

Name of Employee: ARLENE JOY S. BACSAN

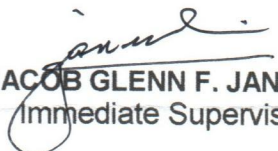
Head of Office: JACOB GLENN F. JANSALIN

Number of Personnel: 14 Faculty & 5 Admin Staff


Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring					
Coaching	Focus on improving whatever negative comments are given by the students				

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: ARLENE JOY S. BACSAN

Performance Rating:

Aim: Attain an all outstanding student rating

Proposed Interventions to Improve Performance:

Date:

Target Date:

First Step:

1. Review on the negative comments of students
2. Focus improvement on these negative comments

Date:

Target Date:

Next Step:

Outcome:

Final Step/Recommendation:

Prepared by:


JACOB GLENN F. JANSALIN
Unit Head

Conforme:


ARLENE JOY BACSAN
Name of Ratee Faculty