

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: MA. JESUSA CORAZON M. LAMBERT

Program Involvement (1)		Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1.	Instruction			
	a. Head (50%) from IPCR	0.50	4.96	2.48
	b. Student (50%) from Teaching Performance Eval'n. By	0.50	5.00	2.50
	Total for Instruction	100%	4.98	0.00
2.	Administration and Support Services	0%	0.00	0.00
	TOTAL	100%	TOTAL EQUIVALENT NUMERICAL RATING	4.98

EQUIVALENT NUMERICAL RATING:

4.98

Add: Additional Points, if any:

-

TOTAL NUMERICAL RATING:

4.98

ADJECTIVAL RATING:

Outstanding

Prepared by:

Reviewed by:

MA. JESUSA CORAZON M. LAMBERT

Name of Faculty

SHALOM GRACE C. SUGANO

Department Head

Recommending Approval:

BAYRON S. BARREDO

Dean/Director

Approved:

BEATRIZ S. BELONIAS

Vice President

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MA. JESUSA CORAZON M. LAMBERT, a faculty member of the DEPARTMENT OF VSU INTEGRATED HIGH SCHOOL 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_ to _December 31, 2021.

MA. JESUSA CORAZON M. LAMBERT

Instructor

Date:

Approved:

SHALOM GRACE C. SUGANO, PhD

Department Head

Date:

BAYRON S. BARREDO, Ed. D

College Dean

Date:

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
						Qualit y	Efficie ncy	Timeli ness	Avera ge		
UMFO 1. ADVANCED EDUCATION SERVICES											
OVPI MFO 2. Graduate Student Management Services											
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned								
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students								
		A3 . Number of students advised on thesis/special problem/dissertation									
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript								
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript								
		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty								

	PI 9: Number of instructional materials developed *	A5. Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof							
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
		A 6 : 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							
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							
	PI 10. Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
UMFO 2. HIGHER EDUCATION SERVICES (100%)										
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	24.35	24.35	5	5	5	5.00	

		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	6	6	5	5	4	4.67	
		A11. 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							
		A12. Number of trainings attended related to instruction	Attend mandated trainings							
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	3	12	5	5	5	5.00	
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	12	48	5	5	5	5.00	
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students							

		A17. Number of students advised on thesis/ field practice/special problem:									
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript								
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript								
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades								
	PI9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advises student organizations recognized by USOO								

		A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
	PI 10 : Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	3	3	5	5	5	5.00	
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	3	3	5	5	5	5.00	
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	12	24	5	5	5	5.00	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	15	24	5	5	5	5.00	
		A 23 : 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							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	3	3	5	5	5	5.00	
	PI 11 . Additional outputs	A 25 . Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		A 26 . Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
UMFO 3 . RESEARCH SERVICES (0%)										

	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A27. 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							
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year							
	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							
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>								
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	PI 5. Percent of research proposals approved *	A 31. Percentage of research proposals prepared submitted and	Prepares research proposals submits and							
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)								
		A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer	Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper							

	Resource Persons	Resource Persons									
	Convenor/Organizer	Convenor/Organizer									
	Consultancy	Consultant									
	Evaluator	Evaluator									
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation								
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extrn. conducted by faculty or student & faculty) *									
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal								
UMFO 5. SUPPORT TO OPERATIONS											
OVPI MFO 4. Program and Institutional Accreditation Services											
	PI 8. 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*	A 44. 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						
		A 45. 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						

		On program accreditations								
		On institutional accreditations								
UMFO 6. General Admin. & Support Services										
	<u>PI 2.</u> Zero percent complaint from clients served	<u>A 46.</u> Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint					

	PI3: Additional Outputs	A 47. 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								
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal								
	Total Over-all Rating									44.67	
	Average Rating									4.96	
	Adjectival Rating									Outstanding	
											Comments & Recommendation for Development Purpose:

Evaluated & Rated by:

SHALOM GRACE C. SUGANO, PhD

Principal

Date:

Recommending Approval

BAYRON S. BARREDO, Ed. D

Dean, College of Education

Date:

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date:

2/14/22

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Ma. Jesusa Corazon M. Lambert

Performance Rating: Outstanding

Aim:

To produce instructional materials on subjects handled for distance learning.

Proposed Interventions to Improve Performance:

Date: February 2022 Target Date: July 2022

First Step:

-
1. Carry out responsibilities as an instructor.
 2. To give minimum teaching load.
 3. To produce at least one (1) learning guide per subject taught ready to be used for instruction in the new normal.
-

Result: Carried out responsibilities as an instructor and research coordinator.

Date: July 2022

Target Date: December 2022

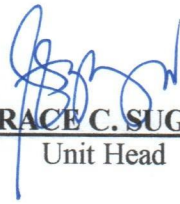
Next Step: 1. Be able to have her final defense for her dissertation.
2. To finish her Ph.D degree.

Outcome: 1. To publish her dissertation output.

Final Step/Recommendation:

- 1.) Manage your time well in order to accommodate all the responsibilities.
- 2.) Finish your Ph.D degree on the target time.

Prepared by:


SHALOM GRACE C. SUGANO, Ph.D.
Unit Head

Conforme:


MA. JESUSA CORAZON M. LAMBERT
Name of Ratee Faculty/Staff