

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **YSSAKHAR A. SALAS**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	50%	4.9 x 50%	2.45
b. Students (50%)	50%	4.38 x 50%	2.19
Total for Instruction	100%		
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research			
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL			4.64

EQUIVALENT NUMERICAL RATING: 4.64

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.64

ADJECTIVAL RATING: Outstanding

Prepared by:

YSSAKHAR A. SALAS

Name of Faculty

Reviewed by:

ELIZABETH S. QUEVEDO

Department Head

Recommending Approval:

MA. THERESA P. LORETO

Dean/Director


Approved:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, YSSAKHAR A. SALAS, a faculty member of the DEPARTMENT OF PURE AND APPLIED CHEMISTRY commit to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period JANUARY 2023 TO JUNE 2023.


YSSAKHAR A. SALAS
 Instructor I
 Date: JULY 03, 2023

Approved: 
ELIZABETH S. QUEVEDO
 Department Head
 Date: 7/4/23


MA. THERESA P. LORETO
 College Dean
 Date: JUL 07 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 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management 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	Handles and teaches courses assigned	10	26.6	5	5	5	5.00	Chem 143 (9.20) Chem 140 (3.80) Chem 140.1 (5.85) Chem 21 (7.75)
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	7	5	5	5	5.00	Chem 143 (2) Chem 140 (2) Chem 140.1 (2) Chem 21 (1)
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	5	17	5	5	5	5.00	Chem 143 (4) Chem 140 (4) Chem 140.1 (3) Chem 21 (6)
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	22	5	5	5	5.00	Chem 143 (6) Chem 140 (7) Chem 140.1 (2) Chem 21 (7)
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	20	67	5	5	5	5.00	Chem 140.1 (36) Chem 21 (31)

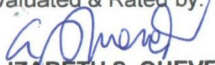
	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic adviser to students</i>	10	64	5	5	5	5.00	BSChem Batch 2022 RCBJaguines MRMondragon MFTanaid JMondragon RLVillacampa Cutrera
		A17. Number of students advised on thesis/ field practice/special problem:								
		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript	2	3	5	5	5	5.00	ABArcillas OAVertudazo FMGGesulga
		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript	2	3	5	5	5	5.00	MABugtas RCYRuba ESPañó
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	20	206	5	5	5	5.00	Chem 143 (92) Chem 140 (38) Chem 140.1 (39) Chem 21 (31) Chem 200 (6)
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	<i>Advises student organizations recognized by USOO</i>	1	1	5	5	5	5.00	VSU Chemical Society
		A20. Number of Student organizations assisted on student related activities	<i>Assists student organizations in implementing student related activities</i>							
	PI 10: Number of instructional materials developed *	A21 : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>							
		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	1	4					Chem 143 (2) Chem 140 (1) Chem 21 (1)

		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	8					Chem 143 (2) Chem 140 (2) Chem 140.1 (2) Chem 21 (2)
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	1					Chem 140.1 (1)
UMFO 3 . RESEARCH SERVICES										
UMFO 4. EXTENSION SERVICES										
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										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint						
	Total Over-all Rating								50.00	

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 Attend trainings and seminars for CPD points, conduct research and publish research outputs

Evaluated & Rated by:


ELIZABETH S. QUEVEDO

Department Head

Date: 7/4/23

Recommending Approval


MA. THERESA P. LORETO

Dean, CAS

Date: JUL 07 2023

Approved by:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 7/10/23

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Employee: YSSAKHAR A. SALAS

Head of Office: ELIZABETH S. QUEVEDO

Number of Personnel: 1

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Ensure commitments on research, extension, and publications are attained				March 27, 2023
Coaching	Encouraged the faculty to: a) submit research paper for possible publication in a peer-reviewed journal; b) submit research and extension proposal for possible funding (local/external/international) c) attend relevant training & scientific fora d) submit DTR on time every month as directed by the PRPEO				

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

Conducted by:



ELIZABETH S. QUEVEDO

Immediate Supervisor

Noted:



MA. THERESA P. LORETO

Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: YSSAKHAR A. SALAS

Performance Rating: Outstanding

Aim: Aspire for an outstanding student rating in all subjects taught

Proposed Interventions to Improve Performance:

Date: July, 2023

Target Date: December, 2023

First Step:

Prepare and update learning materials for chemistry subjects to be taught in the 1st Semester AY 2023-2024, submit research and extension proposals for funding; publish research papers and pursue PhD in Chemistry according to the DoPAC Faculty Development Plan

Results:

Date: _____


Target Date: _____

Next Step:


Outcome: _____

Final Step/Recommendation:

Prepared by:


ELIZABETH S. QUEVEDO
Unit Head

Conforme:


YSSAKHAR A. SALAS
Name of Ratee Faculty/Staff