

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS


Name of Faculty Member: Ms.Crisilda B. Mazo

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.43	
b. Students (50%)		2.50	
TOTAL for Instruction	85%	4.93	4.19
2. Research	0%	0	0
3. Extension	0%	0	0
4. Support of Operation	10%	4.67	0.47
5. Administration	5%	5.00	0.25
TOTAL			4.91


EQUIVALENT NUMERICAL RATING: 4.91
Add: Additional Points, if any: _____
TOTAL NUMERICAL RATING: 4.91

ADJECTIVAL RATING: Outstanding


Prepared by:


CRISILDA B. MAZO
Name of Faculty


Reviewed by:


CLIMACO D. ESPINA JR.
Department Head

Recommending Approval:


CANDELARIO L. CALIBO
Dean, CAS

Approved by:


BEATRIZ S. BELONIAS
Vice President for Instruction



Visayas State University
College of Arts and Sciences
DEPARTMENT OF MATHEMATICS AND PHYSICS
Visca, Baybay City, Leyte



INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **CRISILDA B. MAZO**, of the **DEPARTMENT OF MATHEMATICS AND PHYSICS, Colleges of Arts and 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, 2018 to December 31, 2018

CRISILDA B. MAZO

Instructor I

Date: JANUARY 16, 2019

CLIMACO D. ESPINA JR.

Head, DMP

Date: _____

Rating Equivalents:
5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory
2 - Fair
1 - Poor

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
						Quality	Efficiency	Timeliness	Average	
MF01 (Higher Education Services)	Instruction	PI 1. Number of FTE	Teaches: Math 11n (1 lec.), Math 101 (1 lec), Phys 11 (2 lec, 4 lab), Phys 13s (1 Lec) = 1st Sem SY 2018-2019	18	66.80	5	5	5	5.00	Teacher's leave
	Preparation/ Revising/ Encoding/ Printing	PI 2. Number of instructional materials developed								
	Instruction	New course outline	Prepares new course outline	1	1	5	5	4	4.67	Math 11n
	Instruction	New syllabi(OBE)	Prepares new syllabi (OBE)	1	1	5	5	5	5.00	Math 11n
	Instruction	Revised syllabi	Prepared revised syllabi	1	1	5	5	5	5.00	
		New Powerpoint lecture presentation (per course)	Prepares powerpoint	1	3	5	5	5	5.00	1st Sem SY 2018-2019 subjects
		PI 3. Additional outputs								
		Numbers of hours checking papers per course	Check papers	2	6	5	5	4	4.67	1st Sem SY 2018-2019 subjects
		Numbers of hours class preparation	Prepares class preparation	2	6	5	5	4	4.67	1st Sem SY 2018-2019 subjects
					Total points				34.00	

MFO 5 (Support to Students)		Pl.2 Number of hours spent for student consultation	Entertained students	50	60	5	5	4	4.67	regarding subject matters, grades
		P.3 Additional Outputs								
					Total points				4.67	
MFO 6 (GASS)										
	Entertains clients	Zero percent complaint from clients served	Entertains clients	0% complaint	0% no complaint	5	5	5	5.00	Students, Parents, Faculty & Staff
					Total points				5.00	
	Total Over-all Rating								43.67	
	Average Rating								4.85	
	Adjectival Rating								0	

Average Rating (Total Over-all rating divided by 4)	4.85	Comments & Recommendations for Development Purpose: <i>Keep it up</i>
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING	4.85	
ADJECTIVAL RATING		

~~Evaluated and Review:~~

~~CLIMACO D. ESPINA, JR.~~

Dept. Head/Unit Head

Date: _____

Recommending Approval:

CANDELARIO L. CALIBO

Date: _____

Approved:

BEATRIZ S. BELONIAS

Vice President for Instruction

Date:

1 - Quality

2 - Efficiency

3 - Tmeliness

4 - Average

“Exhibit I”

PERFORMANCE MONITORING FORM

Name of Employee: **MS. CRISILDA B. MAZO**


Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1.	Teaches four (4) courses subjects (Math 11n (1ec, Math101 (2 lec), Phys 11,(2 lec, 4 lab), Phys 13s, 1 lec)	Regular attendance in the assigned classes, grade sheet per courses taught, and good result of student performance evaluation	July 2018	Aug. 2018	Aug. 2018	Impressive	Outstanding	Improve performance with respect to students' comments on TPES.
2.	Assist students through students consultation	Improved student performance	July 2018	Aug. 2018	Aug. 2018	Impressive	Outstanding	Provide more interventions for the improvement of students
3.	Prepares course syllabi updates	Approved course syllabi in Math 11n	July 2018	Aug.2018	Aug.2018	Impressive	Outstanding	Follow OBE format as prescribed
4.	Submission of midterm grades and final grades	Grades submitted to registrar	July 2018	Aug. 2018	Aug. 2018	Impressive	Outstanding	

5.	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	July 2018	Aug. 2018	Aug. 2018	Needs improvement	Very Satisfactory	Participates actively in all activities
6.	Perform other functions assign by the head	Reports	July 2018	Aug. 2018	Aug. 2018	Needs improvement	Very Satisfactory	Perform functions duly assigned to her

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

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

Prepared by:


CLIMACO D. ESPINA, JR.
Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: CRISILDA B. MAZO

Performance Rating: Outstanding

Aim: Assist her to pursue Masteral degree in Physics.

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: _____ Target Date: One year from date of intervention

First Step:

Endorsed her status from substitute to temporary to the Academic Personnel Committee so that she can pursue graduate studies with pay.

Result: She will be able to have a temporary position.

Date: _____ Target Date: End of first semester

Next Step: To continue giving her moral support in teaching.

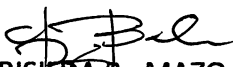
Outcome: High moral

Final Step/Recommendation: NA

Prepared by:


CLIMACO D. ESPINA JR.
DMP Head

Conforme:


CRISILDA B. MAZO
ratee