

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: **Maria Louella C. Tambis (July-December 2020)**

Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x%)	Equivalent Numerical
(1)	(2)	(3)	(2x3)
1. Instruction	40%		
a. Head/Dean (50%)		4.5 (.50) = 2.3	0.92
b. Students (50%)		5.0 (.50) = 2.5	1.0
Total for Instruction		4.85 (.40)	1.92
2. Research	-	-	-
3. Extension	-	-	-
4. Administration (Admin. Support Services)	60%	4.56	2.74
TOTAL	100%		4.66

EQUIVALENT NUMERICAL RATING:

4.66

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.66


ADJECTIVAL RATING:

OUTSTANDING


Prepared by:


MARIA LOUELLA C. TAMBIS
Name of Faculty


Reviewed by:


ALAN B. LORETO
Director for Innovation

Recommending Approval:


OTHELLO B. CAPUNO
Chairman, PMT


Approved:


OTHELLO B. CAPUNO
Vice President for RDEI

Visayas State University
OFFICE OF THE VICE PRESIDENT FOR RESEARCH AND EXTENSION
Visca, Baybay City, Leyte

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (IPCR)

I, **MARIA LOUELLA C. TAMBIS**, faculty member/staff of the Office of the Director for Innovation/ITSO, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JULY-DECEMBER 2020.


MARIA LOUELLA C. TAMBIS
Instructor I
Date: 01/21/2020


ALAN B. LORETO
Director for Innovation
Date: 01/21/2020

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Task Assigned	Target		Rating				Remark
					Actual Accomplishment	Quality	Efficiency	Timeliness	Average	
UMFO 2. HIGHER EDUCATION SERVICES										
UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored	Actual Faculty's FTE	Handled subjects/courses assigned	2 (6 units)	6.99	4.60	4.60	4.60	4.60	
		Number of trainings attended related to instruction	Attended mandated trainings	-	1	4.60	4.60	4.80	4.60	Google Classroom


	PI 10: Number of instructional materials developed	Number of on-line course ware developed and submitted to the Department Instructional Material Review Committee (DIMRC)	Prepared and submitted for review by the DIMRC	1	1	4.50	4.50	4.50	4.50	
		Number of virtual classroom created and operational	Created virtual classroom using either Moodle or Google Classroom	1	1	4.60	4.60	4.70	4.63	
UMFO 3 . RESEARCH SERVICES										
	PI 1: Number of VSU technologies applied for IP protection monitored and facilitated.	Monitored the status of VSU IP applications in PhilPat Database and assisted researchers in drafting response letter to office actions/examination reports from IPOPHL		46	47	4.60	4.60	4.60	4.60	
	PI 2: Number of VSU technologies and/ or creative works filed for protection (i.e patents, utility model, copyright, trademark)	Prepared the requirements in filing for IP protection and submit it to concerned agencies i.e IPOPHL, National Library		5	3	4.50	4.50	4.50	4.50	
	PI 3: Number of VSU technologies identified for protection is disclosed	Accepted invention disclosures submitted by faculty/researchers for technology evaluation		2	3	4.50	4.50	4.30	4.43	
	PI 4: Number of patent search conducted	Conducted patent/prior-art search		5	2	4.00	4.00	4.00	4.00	
	PI 5: Number of VSU IP applications drafted and submitted for review and approval	Reviewed the patent specification and claims prepared by researcher/s and submit to the immediate supervisor for comments and approval		5	1	4.00	4.00	4.00	4.00	
	PI 6. Number of IP awareness trainings/ seminars facilitated and conducted	Organized/facilitated the conduct IP related seminar/trainings and other webinars organized by ODI		2	4	4.70	4.70	4.70	4.70	
	<i>Additional Outputs:</i>									
	Number of technologies endorsed to DOST Region for Issuance of Fairness Opinion Report by the Fairness Opinion Board	Prepared the requirements for filing request for Issuance of Fairness Opinion Report and Written Recommendation		-	2	4.60	4.60	4.60	4.60	

	Number of publications qualified for VSU publication incentive/award	Received /consolidated/prepared the List of Publication incentive (PI) Submissions for validation and approval of the publication incentive committee	-	43	4.60	4.60	4.80	4.60	
UMFO 6. General Administrative & Support Services (GASS)									
	PI 1: Number of university committees/satff/ special meetings facilitated and conducted	Facilitated university committee meetings eg. IPR, publication incentive, etc. '-Prepared Minutes of the meeting	4	9	4.80	4.80	4.80	4.80	Publication incentive (3); staff and ISO related meetings
	PI 2: Number of communications/reports/and other IP related docuements signed and approved	Drafted communication letters, memorandums, vouchers, annual reports	-	250	4.80	4.80	4.80	4.80	
	P1 3: Number of clients/beneficiaries who availed IP Services: IP advisory and request for ip related data	Provided IP management assistance to clients (walk-in, phone calls, emails)	As requested	13	4.80	4.80	4.80	4.80	
	P1 4: Submission of PPMP for the following year wihtin deadline as prescribed by BAC	Prepared PPMP and PR for 2021	2	2	4.80	4.80	5.00	4.87	
	PI 5. Efficient ad custoemr friendly frontline service	Provides customer friendly frontline services to clients	Zero % complaint	-	4.50	4.50	4.50	4.50	
Total Over-all Rating		77.53	Comments & Recommendations for Development Purpose: <i>Must continue attending trainings/seminars & workshops on IP</i>						
Average Rating		4.56							
Adjectival Rating		OUTSTANDING							


Evaluated & Rated by:


ALAN B. LORETO
 Director for Innovation
 Date: 6/21/2020

Recommending Approval:


OTHELLO B. CAPUNO
 Vice Pres. for Research, Extension & Innovation
 Date: 6/22/2020

Approved by:


OTHELLO B. CAPUNO
 Vice Pres. for Research, Extension & Innovation
 Date: 6/22/2020