

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

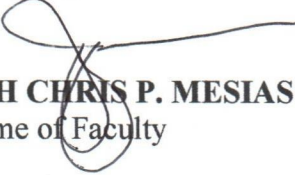
Name of Faculty Member: INISH CHRIS P. MESIAS

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.61x50%= 2.31	
b. Students (50%)		5.0x 50% = 2.50	
Total for Instruction	65%	4.81	3.13
2. Research	15%	4.89	0.73
3. Extension	15%	4.33	0.65
4. Administration	5%	4.59	0.23
5. Production	0%	0.00	0.00
TOTAL			4.74

EQUIVALENT NUMERICAL RATING: 4.74
Add: Additional Points, if any: 0.00
TOTAL NUMERICAL RATING: 4.74

ADJECTIVAL RATING: Outstanding

Prepared by:


INISH CHRIS P. MESIAS
Name of Faculty


Reviewed by:


IVY C. EMNACE
Department Head

Recommending Approval:


VICTOR B. ASIO
Dean, CAFS

Approved:


BEATRIZ S. BELONIAS
Vice President for Instruction

“Exhibit B”

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **INISH CHRIS P. MESIAS**, of the Department of Food Science and Technology commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **January to June 2019**

INISH CHRIS P. MESIAS

Ratee

Approved:

IVY C. EMNACE

Head, DFST

VICTOR B. ASIO

Dean, CAFS

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO1- Advanced Education Services	PI 1. Number of FTE coordinated and implemented								
MF02 – Higher Education Services	P1. 1. Number of FTE coordinated and implemented	Teaches Food Micro (lab) & Food Analysis (lec)	5	12.05	5	5	5	5.00	
	P1.2. Number of instructional material revised/prepared	Revised powerpoint for Food Micro & Food Analysis	1	3	5	4	4	4.33	
	P1.3. Number of course outline/syllabus updated	Updated course outline on Food Analysis	1	1	5	4	4	4.33	
	On thesis/field practice/special problem advising	Advised undergrad thesis students & revised their outline & manuscript; advised high school students in research planning & outline preparation	4	9	5	5	4	4.67	
	As SRC Chairman	Advising/correction	1	2	5	4	4	4.33	
	As SRC Member	Advising/correction	2	3	5	4	4	4.33	
	On thesis data analyzing consultation	Data analysis (BS thesis)	2	6	5	5	5	5.00	

	On Consultation	Accommodated students for thesis/Research consultation/ on subject taught, thesis and grades	50	96	5	5	5	5.00	
	P1.5. Additional Outputs								
	Number of Examinations prepared	Prepared examinations for subjects taught	6	7	5	5	5	5.00	
	Number of checked requirements	Checked individual/group requirements	75	110	5	4	4	4.33	
	Number of grade sheets submitted on prescribed period	Prepared Grade sheet for 2nd Semester 2018-2019	2	2	5	4	4	4.33	
	Number of research outlines checked	Checked research outlines	2	9	5	5	4	4.67	
MFO3 – Research Services	P1.1. Number of research projects conducted	Conducted research project as study/project leader	1	4	5	5	5	5.00	
	P1.2. Number of articles submitted for publication	Submitted research article for publication	1	1	5	4	4	4.33	
	Number of international or regional symposiums/conference/trainings attended	Attended conference/symposium	1	2	5	5	5	5.00	
	Number of meetings attended related to research	Attended meetings	2	5	5	5	5	5.00	
	Number of poster presentations	Presented a poster paper	1	1	5	5	5	5.00	
	Number of High school and Elementary research advising	Advised high school students research	1	1	5	5	5	5.00	
MF04- Extension Services	P4.1 Additional Outputs								
	Number of extension consultations	Accommodated extension consultation	1	2	5	4	4	4.33	

MFO 6 – General Admin. & Support Services (GASS)	P6. 1. Percent complaints from clients served	Percent of complaints from the clients served	0	0					
	Accommodate walk-in visitors	Accommodated walk-in visitors for consultation	2	4	5	4	5	4.67	
	Number of membership in committee (University, College and Department)	Acted as member in different committees	1	3	5	4	5	4.67	
	Number of department meetings attended	Attended department meetings	6	8	5	5	4	4.67	
	Number of OIC-ship done	Acted as OIC of the department	1	1	4	4	5	4.33	
Total Over-all Rating								107.32	

Average Rating (Total Over-all rating divided by 4)		4.67
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.67
ADJECTIVAL RATING		OUTSTANDING


Comments & Recommendations for Development Purpose:

Write publishable articles and submit the same to International Publications

Evaluated & Rated by:


IVY C. EMNACE
 Department Head
 Date:

Recommending Approval:


VICTOR B. ASIO
 Dean, CAFS
 Date:

Approved by:


BEATRIZ S. BELONIAS
 Vice President for Instruction
 Date:

1 – Quality 2 – Efficiency 3 – Timeliness 4 – Average

PERFORMANCE MONITORING FORM

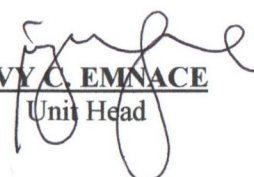
Name of Employee: **INISH CHRIS P. MESIAS**

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 assigned subjects and performs other teaching related functions such as; prepares and revises teaching materials, prepares and gives examinations, checks test papers and returns to students one week after, submits grades sheets within prescribed period, makes herself available for students consultations during consultation hours, revises course syllabus, and approves manuscripts.	Very Satisfactory	January 2019	June 30, 2019	June 10, 2019	Very Impressive	Very Satisfactory	
2	Attends meetings and performs functions as member of different committees of the department	Outstanding	January 2019	June 30, 2019	January 3, 2019 – June 30, 2019	Very Impressive	Outstanding	
3	Performs other functions	Outstanding	January 2019	June 30, 2019	January 3, 2019 – June 30, 2019	Very Impressive	Outstanding	

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

**Outstanding, very satisfactory, unsatisfactory, poor

Prepared by:


IVY C. EMNACE
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee : Ms. Inish Chris P. Mesias
Performance Rating : OUTSTANDING (4.74)

Aim: To improve teaching capability of faculty member.

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

Date: January 2019

Target Date: March 2019

First Step:

Required Ms. Mesias to update course syllabi of the courses assigned to her.

Result:

Updated undergraduate course syllabi

Date: April 2019

Target Date: June 2019

Next Step:

Update undergraduate course syllabus and Instructional Materials.

Outcome:

Final Step/Recommendation:

Ms. Mesias will update the rest of the syllabi and instructional materials assigned to her.

Prepared by:


IVY C. EMNACE
Unit Head

Conforme.


INISH CHRIS P. MESIAS
Ratee