

**Exhibit "K"**

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

Name of Faculty Member: **FRANCE ALLAN M. CAVITE**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/ Dean (50%)		4.70 x 100% = 4.70	
Students (50%)			
Total for Instruction	70%	4.70	3.29
Research	10%	4.39	.439
Extension	20%	4.41	.882
<b>TOTAL</b>			<b>4.61</b>


EQUIVALENT NUMERICAL RATING: 4.61

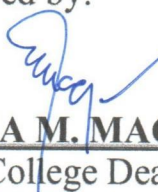
Add: Additional points, if any:

TOTAL NUMERICAL RATING: 4.61


ADJECTIVAL RATING: **VERY SATISFACTORY**

Prepared by: Reviewed by:

  
**FRANCE ALLAN M. CAVITE**  
Faculty

  
**JESUSA M. MAGNO**  
College Dean

Recommending Approval:

  
**JESUSA M. MAGNO**  
College Dean


Approved:


  
**BEATRIZ S. BELONIAS**  
Vice President, Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **FRANCE ALLAN M. CAVITE**, a faculty member of the **COLLEGE OF NURSING** commit to the deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period **January-June 2020**.

  
**FRANCE ALLAN M. CAVITE**  
 Instructor I  
 Date: \_\_\_\_\_

Approved:   
**JESUSA M. MAGNO**  
 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 numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
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	4	23.65	4.8	4.8	4.8	4.8	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	3	4.7	4.8	4.7	4.73	
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	165	4.7	4.8	4.8	4.76	All Level I and II students
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	5	1,300	4.7	4.8	4.7	4.73	

		<b>A15</b> . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	60	650	4.7	4.6	4.6	4.63	Level I Health Assessment Laboratory Manuals and Level II Case Study
		<b>A18</b> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	160	4.7	4.7	4.6	4.66	All Level I and Level II Students of the courses taught thru Messenger or SMS.
	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21</b> : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	1	3	4.8	4.8	4.8	4.8	Submitted to College Level IM Committee
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	2	4.6	4.6	4.5	4.53	
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10	25	4.8	4.7	4.7	4.73	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	15	4.7	4.7	4.6	4.66	
		<b>A 23</b> : 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	2	3	4.7	4.7	4.6	4.66	Up to College Dean only due to high similarity index issue
		<b>A 24</b> : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	3	4.8	4.7	4.6	4.7	



		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	1	2	4.7	4.7	4.7	4.7	Designed learning activities and assessment.
<b>UMFO 3 . RESEARCH SERVICES</b>										
	<b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	<b>A27.</b> 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	1	1	4.5	4	4	4.16	Satisfaction of Postprum Mothers in Birthing Homes and Lyin-ins in the Province of Leyte - on-
	<b>PI 2.</b> Number of research outputs completed within the year *	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research project within the year	1	0					
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29.</b> 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	1	0					
<b>UMFO 4. EXTENSION SERVICES</b>										
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained	Identifies and links with probable partners for extension activities and maintains this active partnership	1	1	4.5	4	4	4.16	Initial talk done to Barangay Bunga. With ongoing MOU. Planning to have a partnership with Bato School of Fisheries for Psychological and Psychosocial Support in this time of Pandemic.

		A 43. Other outputs implementing the new normal due to covid 19										Collaborated an Online Webinar to Bato School of Fisheries for the upcoming Brigada Skwela for the topic about Psychosocial and Psychological Aspect and Facts about COVID-19.
			Designs extension related activities and other outputs to implement new normal	1	1	4.7	4.7	4.6	4.66			
	Total Over-all Rating					4.63	4.45	4.41	4.49	4.497		

Average Rating (Total Over-all rating divided by 4)		
Additional Points:		
Punctuality		
Approved Additional points (with		
FINAL RATING		4.497
ADJECTIVAL RATING		Very Satisfactory

Comments & Recommendations for Development Purpose:  
 -with hight sense of responsibility  
 Accomplished tasks with efficiency and deligence  
 -keep up the good work!

Evaluated & Rated by:

  
 JESUSA M. MAGNO

Department Head

Date:

Recommending Approval

  
 JESUSA M. MAGNO

Dean,

Date:

Approved by:

  
 BEATRIZ S. BELONIAS

Vice President for Instruction

Date:

## Exhibit "G"

### PERFORMANCE MONITORING AND COACHING JOURNAL

Mar. 2020	1 <sup>st</sup>	Q u a r t e r
June 2020	2 <sup>nd</sup>	
	3 <sup>rd</sup>	
	4 <sup>th</sup>	


Name of Office: **COLLEGE OF NURSING**

Head of Office: **Jesusa M. Magno**

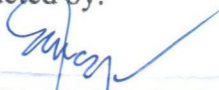
Name of Personnel: **CAVITE, FRANCE ALLAN M.**

Activity Monitoring	Mechanism			Remarks	Conforme
	Meeting		Memo		
	One-on One	Group	Others (Pls specify)		
<b>Counselling done during in-person faculty meetings and continuous monitoring through virtual conference.</b>		1. With gentle reminder to ensure that schedules for RLE activities, MOAs, communication letters and related documents are in place.		The faculty agreed to perform/conduct and address concerns discussed.	
		2. Collect & compute early the RLE grades and make summary of extension duties.		Worked on the catch-up plans and finished the remaining topics due for the Second semester, SY 2019-2020.	
		3. Ensure that each faculty are well-informed of their clinic/community schedules		Joined in all webinars conducted by VSU, EVHEL, ADPCN, PNA and its specialty organization on topics related to instruction and other academic activities in preparation for the new normal.	
		4. Requested to help in the preparation for the necessary			




		<p>documents for ISO 9001:2015,</p> <p>5. Work on catch-up plans and assignments given to students to finish the remaining topics after the midterm period.</p> <p>6. Join webinars conducted by VSU, EVHEI, ADPCN, PNA related to instruction and other academic activities in preparation for the new normal.</p> <p>7. Start making modules using the VSU-BOR approved template.</p> <p>8. Advised to submit the weekly accomplishments in compliance with the work from home scheme.</p>		<p>Started making modules and coursewares for online instruction.</p> <p>Complied with the requirements while observing the work from home scheme.</p> <p>With commendable performance.</p> <p>Helped in the achievement of the college' January to June 2020 targets.</p>	<p>  <b><u>Cavite,</u></b>  <b><u>France</u></b>  <b><u>Allan M.</u></b></p> <p>Faculty</p>
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Conducted by:

  
**JESUSA M. MAGNO**  
 Dean, College of Nursing

Noted by:

  
**BEATRIZ S. BELONIAS**  
 VP, Academic Affairs

**EMPLOYEE DEVELOPMENT PLAN**

Name of Employee: CAVITE, FRANCE ALLAN M.  
Performance Rating: 4.61

The Performance Rating showed that the concerned faculty obtained a Very Satisfactory Performance in the areas of Instruction, Research and Extension based from TPES and IPCR results.

The abovementioned faculty has commendable performance as the college accomplished the targets set for the first two quarters of CY 2020. Designed activities and other flexible learning system to implement the new normal.

**Aim:**

Encouraged to push with his Graduate studies as scheduled in 2021.

Date: June 2021

Target Date: June 2024

Attendance to seminars/training/workshop in nursing for personal and professional growth and development.

Date: January 2020

Target Date: Dec. 2020

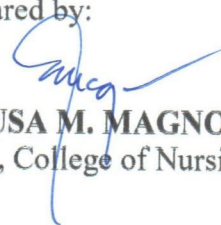
**First Step:**

Include in the discussion during faculty meeting.

**Recommendations:**

Make plans relative to his scheduled post graduate studies.  
Visit websites of various related organizations for schedule of updates.  
Confirm attendance once letter of invitation is received.

Prepared by:

  
**JESUSA M. MAGNO**  
Dean, College of Nursing

Conforme:

  
**CAVITE, FRANCE ALLAN M.**  
Faculty