

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: LOURD FRANZ M. GABUNADA

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	100%	4.97	4.97
b. Students (50%)			
Total for Instruction	80%	4.97	3.98
2. Research	-		
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	10%	4.78	0.48
3. Extension	-		
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration	10%	5.00	0.50
5. Production	-		
TOTAL			4.96

EQUIVALENT NUMERICAL RATING: 4.96

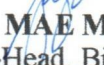
Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.96ADJECTIVAL RATING: Outstanding

Prepared by:


LOURD FRANZ M. GABUNADA
Name of Faculty


Reviewed by:


KYZA MAE M. RAMONEDA
OIC-Head, Biotechnology

Recommending Approval:


MA. THERESA P. LORETO
Dean, CAS

Approved:


BEATRIZ S. BELONIAS
VP for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Lourd Franz M. Gabunada, faculty of the DEPARTMENT OF BIOTECHNOLOGY 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 - December 2021.

Approved:

LOURD FRANZ M. GABUNADA

Instructor III

Date: 03/21/2022

KYZA MAE M. RAMONEDA

OIC-Head, Biotechnology

Date: 03/21/2022

MA, THERESA P. LOFETO

Dean, CAS

Date: 3/21/2022

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	<i>Handles and teaches courses assigned</i>	4.0	12.1	5	5	5	5.00	Btec 22 lec, Btec 141 lec, Btec 141 lab, MarB 13, ScTS 11;
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	7	5	5	5	5.00	Btec 22 lec, Btec 141 lec, Btec 141 lab, MarB 13, ScTS 11;
		A12. Number of trainings attended related to instruction	Attend mandated trainings	1	1	5	5	5	5.00	Syllabi-Making Workshop
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	8	12	5	5	5	5.00	Btec 22 lec, Btec 141 lec, Btec 141 lab, MarB 13, ScTS 11;
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	20	50	5	5	5	5.00	Btec 22 lec, Btec 141 lec, Btec 141 lab, MarB 13, ScTS 11;
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	15	5	5	5	5.00	Btec 141 lab
	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic adviser to students</i>	13	27	5	5	5	5.00	3rd year BS Biotech Students
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	29	5	5	5	5.00	3rd year BS Biotech Students; 4th year Graduating Students
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	<i>Advises student organizations recognized by LISSO</i>	1	1	5	5	5	5.00	VSU Biotechnological Society

		A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1	5	5	5	5.00	VSU Biotechnological Society
	PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	2	2	5	5	5	5.00	Btec 22 , Btec 141
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	2	5	5	5	5.00	Btec 22 , Btec 141
		Supplemental learning resource	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	4	5	5	5	5.00	Btec 22 , Btec 141
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	4	5	5	5	5.00	Btec 22 , Btec 141
		A 23 : 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	2	5	5	5	5.00	Btec 22 , Btec 141
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	2	4	5	5	5	5.00	Btec 22 , Btec 141
UMFO 3 . RESEARCH SERVICES										
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year	1	1	5	5	4	4.67	"Functional validation of a chitinase family precursor as a putative resistance gene for Rice Bacterial Sheath Brown Rot (<i>Pseudomonas fuscovaginae</i>)"
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. 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	90% completion	5	5	4	4.67	"Functional validation of a chitinase family precursor as a putative resistance gene for Rice Bacterial Sheath Brown Rot (<i>Pseudomonas fuscovaginae</i>)"
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences	1	1	5	5	5	5.00	1st International Webinar Series "Biotechnology: Breaking Scientific Limitations"
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	zero non-conformity	5	5	5	5.00	No NC
	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	100% compliant	5	5	5	5.00	ISO 9001:2015 Internal Audit (Oct. 5 2021)
	On program accreditations			1	5	5	5	5.00	BSBiotech AACUP Level II (November 2021)
	On institutional accreditations								
UMFO 6. General Admin. & Support Services (GASS)									
PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	zero % complaint	0% complaint	5	5	5	5.00	No complaint received
Total Over-all Rating					114.34				
Average Rating					4.97				
Adjectival Rating					Outstanding				

Average Rating (Total Over-all rating divided by 23)	4.97
Additional Points	
Approved Additional Points (with copy of approval)	
FINAL RATING	4.97
ADJECTIVAL RATING	Outstanding

Comments and Recommendations for Development Purposes:

Engage more in research and extension activities/projects.

Evaluated & Rated by:

KYZA MAE M. RAMONEDA
OIC-Head, Biotechnology

Date: 03/21/2022

Recommending Approval:

MA. THERESA H. LORETO
Dean, CAS

Date:

3/21/2022

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

Date: 03/21/2022

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Employee: Lourd Franz M. Gabunada

Head of Office: Kyza Mae M. Ramoneda

Number of Personnel: 5

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	I informed Mr. Gabunada to constantly monitor the academic performance and welfare of the students and his thesis advisees.				Mr. Gabunada is constantly open for questions and constantly monitors his students and academic advisees. His thesis advisees are also properly guided.
Coaching	I encouraged Mr. Gabunada to write research and extension proposals for possible funding. I advised Mr. Gabunada to keep the students updated with the current trends in Biotechnology.				Mr. Gabunada writes and presents possible research and extension activities for the department. Mr. Gabunada always presents latest biotechnological breakthroughs to his students.

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

Conducted by:

Noted by:

KYZA MAE M. RAMONEDA
OIC-Head, Biotechnology

MA. THERESA P. LORETO
College of Arts and Sciences

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Lourd Franz M. Gabunada
Performance Rating:

Aim: To assess the status of Mr. Gabunada's graduate program and support completion of his graduate degree.

Proposed Interventions to Improve Performance:

Date: July 2021 Target Date: December 2021

First Step: I asked Mr. Gabunada re: status of his graduate studies.

Result: Mr. Gabunada has tentatively scheduled his dissertation defense on February 2022.

Date: January 2022 Target Date: June 2022

Next Step: Follow up the status of Mr. Gabunada's requirements for completion.

Outcome: Mr. Gabunada has already coordinated with his professors for his upcoming dissertation defense.

Final Step/Recommendation: Follow up the status of Mr. Gabunada's requirements for completion.

Prepared by:


KYZA MAE M. RAMONEDA
OIC-Head, Biotechnology

Conforme:


LOURD FRANZ M. GABUNADA
Name of Ratee Faculty