



**Exhibit K**

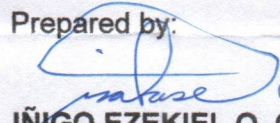
**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS**

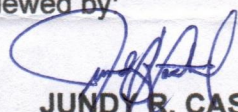
Name of Faculty Member: **Engr. Iñigo Ezekiel Q. Cabase**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	45%	4.63	2.08
b. Students (50%)	45%	5.00	2.25
Total for Instruction	90%		
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	0		0
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	0		0
4. Administration	10%	5.00	0.50
5. Production	0		0
TOTAL	100%		4.83

EQUIVALENT NUMERICAL RATING: 4.83  
Add: Additional Points, if any: 0.00  
TOTAL NUMERICAL RATING: 4.83

ADJECTIVAL RATING: **Outstanding**

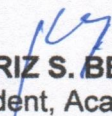
Prepared by:   
**IÑIGO EZEKIEL Q. CABASE**  
Name of Faculty

Reviewed by:   
**JUNDY R. CASTIL**  
Department Head

Recommending Approval:

  
**JANNET C. BENCURE**  
College Dean

Approved:

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





**VISAYAS**  
STATE UNIVERSITY



**DEPARTMENT OF  
MECHANICAL  
ENGINEERING**

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"Exhibit B"

**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)**

I, ENGR. INIGO EZEKIEL Q. CABASE, a faculty member of the DEPARTMENT OF MECHANICAL ENGINEERING commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JULY 1 - DECEMBER 31, 2022.

**INIGO EZEKIEL Q. CABASE**

Instructor I

Date: 01/09/2023

Approved:

**JUNDY R. CASTIL**

Department Head

Date: Jan. 9, 2023

**JANNET C. BENCURE**

College Dean

Date: 10 Jan. 2023

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 1. ADVANCED EDUCATION SERVICES										
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 1. Percentage of first time licensure exam takers that pass the licensure exams	A1. Percentage of first time takers that passed the licensure exams	Handles and teaches courses assigned	61%	63.64%	4	4	4	4.00	7 out of 11 (First Time Takers Successfully Passed the Board Exam)
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	42	46.05	5	5	5	5.00	ESci 123, ESci 143, MEng 112e *16.05 from Jan-Jun
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	5	12	5	5	5	5.00	(1) ESci 123 A229 (2) ESci 143 Z117/130 (3) MEng 112e Z035/094/032 (1) ESci 114 (A013)  (5) from Jan-Jun



		<b>A11.</b> Number of INC forms with grade submitted within prescribed period	Facilitates students in their completion of the subject and submits completion forms with grade within prescribed period							
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	1	8	5	5	4	4.67	IPCR/OPCR Training Syllabus Workshop  (6) from Jan-Jun
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught		22	5	5	5	5.00	(2) ESci 123 (2) ESci 143 (3) ESci 114  (15) from Jan-Jun
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab		66	5	5	5	5.00	ESci 123: (7) Quizzes (4) Problem Sets (10) Seatworks ESci 143: (22) Quizzes ESci 114: (5) Quizzes  (18) from Jan-Jun
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required		51	5	5	5	5.00	MEng 112e: (36) Templates ESci 114: (7) Lab Exercises  (15) from Jan-Jun
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic adviser to students							
		<b>A17.</b> Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript							
		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades		5	4	4	4	4.00	(5) Advises in ME research topic



	<b>PI 9:</b> Number of student organizations advised/assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USOO							
		<b>A20.</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities		9	4	4	4	4.00	*Participated on ME week Program (5) from Jan-Jun
	<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							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	6						
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	6	52	5	5	5	5.00	(28) ESci 123 (12) ESci 143 (12) MEng 112e
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	72	5	5	5	5.00	(23) ESci 123 (13) ESci 143 (12) MEng112e (24) from Jan-Jun
		<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							
		<b>A 24 :</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	6	12	4	4	4	4.00	(1) ESci 123 (2) ESci 143 (3) MEng 112e (1) ESci 114 (5) from Jan-Jun
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							



		<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		2	5	5	4	4.67	*Conducted online class with the students *used VSUEE platform of online learning from Jan-
		<b>Additional Output</b> Conduct ME licensure examinations review	Number of sessions conducted to ME graduating students		2	4	4	4	4.00	Conduct review on ff: *Plant and Solid Geometry *Integral Calculus II from Jan-Jun
		<b>Additional Output</b> Conducted PASAR-VSU Virtual Learning Session	Number of virtual learning session with different companies/industry		1	5	5	4	4.67	*PASAR from Jan-Jun
		<b>Additional Output</b> Conducted special activity for students in statics.	Number of sessions conducted this kinds of activity to the students		1	5	5	5	5.00	Students able to apply their learnings in actual. "Creating Trusses, Bridging Connections"
<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							
	<b>PI 2.</b> Number of research outputs completed within the	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research oroject within the year							
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year	<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							
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>								
	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scienfic for a/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								



	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)								
		<b>A 33.</b> Number of journal articles/scientific paper received and reviewed as peer-reviewer	Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper							
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
<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							
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implementes duly approved extension projects							
	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	Provides quality and relevant training courses and advisory services							
	<b>PI 5.</b> Number of technical/expert	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	Research Mentoring	Research Mentor								
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons								







<b>Average Rating</b> (Total Over-all rating divided by 4)	<b>4.68</b>
<b>Additional Points:</b>	
<b>Approved additional points</b> (with copy of approval)	
<b>FINAL RATING</b>	<b>4.68</b>
<b>ADJECTIVAL RATING</b>	<b>Outstanding</b>

Evaluated & Rated by:

**JUNDY E. CASTIL**

Department Head

Date: Jan 9, 2022

Recommending Approval

**JANNET C. BENCURE**

College Dean, CET

Date: 10 Jan. 2023

Approved by:

**BEATRIZ S. BELONIAS**

Vice President for Academic Affairs

Date: 11/6/22

**Comments & Recommendations for Development Purpose:**

Keep up the good works. You are an asset to the department.  
Prepare for your graduate studies. Look for possible institution to pursue with your MS degree.





**VISAYAS**  
STATE UNIVERSITY



**DEPARTMENT OF  
MECHANICAL  
ENGINEERING**

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Email: coe@vsu.edu.ph  
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Exhibit I

**PERFORMANCE MONITORING FORM**

Name of Employee: **Engr. Iñigo Ezekiel Q. Cabase**

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	Handles and teaches courses assigned	42	January 2022	December 2022	December 2022	Very impressive	Outstanding	Actual FTE is 46.05
2	Prepares gradesheet and submits on or before deadline	5	January 2022	December 2022	December 2022	Very impressive	Outstanding	12 gradesheets submitted
3	Attend mandated training	1	January 2022	December 2022	December 2022	Very impressive	Outstanding	8 training attended
4	Prepares Instructional module/laboratory guide/workbook or a combination thereof	6	January 2022	December 2022	December 2022	Very impressive	Outstanding	19 IMs prepared
5	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	6	January 2022	December 2022	December 2022	Very impressive	Outstanding	52 materials prepared
6	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	January 2022	December 2022	December 2022	Very impressive	Outstanding	72 assessment tools prepared
7	Creates virtual classroom using either Moodle or Google Classroom	6	January 2022	December 2022	December 2022	Very impressive	Outstanding	12 virtual classrooms created
8	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	January 2022	December 2022	December 2022	Very impressive	Outstanding	Complied to all requirements

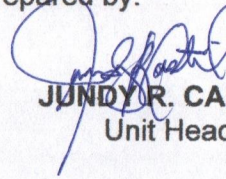


9	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant	January 2022	December 2022	December 2022	Very impressive	Outstanding	Complied to all requirements
10	Provides customer friendly frontline services to clients	Zero % complaint	January 2022	December 2022	December 2022	Very impressive	Outstanding	No complaint received

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

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

Prepared by:



**JUNDY R. CASTIL**  
Unit Head





## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **Engr. Ifiigo Ezekiel Q. Cabase**

Performance Rating: **Outstanding**

**Aim:** To be an effective implementer of the new OBEdized four (4) year BSME degree program as provided in the new CMO 97, s. of 2017.

### Proposed Interventions to Improve Performance:

**Date:** January 2022

**Target Date:** December 2022

#### First Step:

- Re-orientation on the Outcomes-Based Education principles, provisions of the new Policies, Standards, and Guidelines in the offering of the new BSME curriculum as provided for in CMO 97, s. 2017 will be given.
- Monitoring and coaching on the performance of the faculty member to his committed outputs as reflected on his IPCR.
- To recommend for conferences, conventions, seminars and training aligned to his field of specialization to further strengthen his competencies and qualifications.

#### Results:

- He is able to prepare and submit approved Outcomes-Based Teaching and Learning (OBTL) Syllabi of his assigned courses for the Second Semester SY 2021-2022 and First Semester SY 2022-2023.
- Perform his duties and responsibilities as faculty of the Department of Mechanical Engineering.

#### Next Step:

- Continue monitoring his accomplishments and performance to his committed outputs as reflected in his IPCR
- Participate department-based workshop on writing Extension and Research proposals to strengthen the Department's RDE
- Recommend the faculty member to attend relevant training and seminars aligned to his field of specialization

#### Outcomes:


- Program compliance to CMO No. 97, series of 2017
- Continuously perform his duties and responsibilities
- Draft and submit extension and research proposals aligned to his field of specialization
- Be able to attend relevant training and seminars aligned to his field of specialization




**Final Steps / Recommendations:**

- Engr. Cabase will be pursuing his MSME degree in line with his field of specialization as per the Faculty Development Program.

Prepared by:

  
**JUNDY R. CASTIL**  
Unit Head

Conforme:

 01/09/2023  
**IÑIGO EZEKIEL Q. CABASE**  
Name of Ratee