

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: ALLAN A. RAMAL

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	50%	$4.89 \times 50\% = 2.44$	2.44
b. Students (50%)	50%	$3.57 \times 50\% = 1.785$	1.785
Total for Instruction	100%	4.23	4.23
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research			
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%	4.23	4.23

EQUIVALENT NUMERICAL RATING:

4.23

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.23

ADJECTIVAL RATING:

VERY SATISFACTORY

Prepared by:

ALLAN A. RAMAL

Name of Faculty

Reviewed by:

ELIZABETH S. QUEVEDO

Department Head

Recommending Approval:

MA. THERESA P. LORETO

Dean/Director

Approved:


BEATRIZ S. BELONIAS


Vice President for Academic Affairs

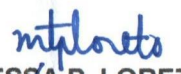
"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Allan A. Ramal, a faculty member of the DEPARTMENT OF PURE AND APPLIED CHEMISTRY commit 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 2021


ALLAN A. RAMAL
 Assoc. Prof. V
 Date: 8/5/2021

Approved: 
ELIZABETH S. QUEVEDO
 Department Head
 Date: 8/5/2021


MA. THERESA P. LORETO
 College Dean
 Date: 10/22/2021

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										
OVPI MFO 2. Graduate Student Management Services										
	PI 10: Additional Output	Other outputs which are non targeted and those necessary in the implementation of the new normal scheme	acted as member in the Graduate Students Advisory Committee	0	1	5	5	5	5.00	Miss Olaer
			created an obedized syllabus for Chem 242- advanced Analytical Chemistry (MS Chem)	0	1	5	5	5	5.00	Chem 242 syllabus
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	Handled and taught courses assigned	18	22.05	5	5	5	5.00	SCTS 11, Chem 140n, Chem 148n (2), Chem 148.2 (2),
		A10. Number of grade sheets submitted within prescribed period	Prepared gradesheet and submitted on or before deadline	4	7	5	5	4 5	4.67 5.00	SCTS 11, Chem 140n, Chem 148n (2), Chem 148.2 (2) midterm grades

	A13. Number of long examinations administered and checked	Administered and checked long examination for subjects taught	10	18	5	5	4/5	4.67 5.00	SCTS 11, Chem 140n, Chem 148n (2), Chem 148.2 (2),
	A14. Number of quizzes administered and checked	Prepared and checked quizzes for lec and lab	30	50	5	5	4/5	4.67 5.00	SCTS 11, Chem 140n, Chem 148n (2), Chem 148.2 (2),
	A15. Number of lab reports and term papers checked and graded	Checked lab reports and term papers submitted as required	20	22	5	5	4/5	4.67 5.00	Chem 148.2 (2)
PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students							
	A17. Number of students advised on thesis/ field practice/special problem:	acted as thesis adviser and checked thesis outlines	1	5	5	5	5	5.00	Mr. J. Gloria, Ms H. Matuguina, Ms A. Sanchez, Mr J. Sosmena, Mr. R. Salgo
	As SRC Chairman	Advised, and corrected research outline and thesis/SP manuscript	2	5	5	5	5	5.00	
	As SRC Member	Advised and corrected research outline and thesis/SP manuscript	2	5	5	5	5	5.00	
	A18. Number of students entertained for consultation purposes	Entertained students consulting on subject taught, thesis and grades	50	80	5	5	5	5.00	
PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advised student organizations recognized by USOO							
	A20. Number of Student organizations assisted on student related activities	Assisted student organizations in implementing student related activities	1	1	5	5	5	5.00	chemsoc
PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :	Prepared and submitted for review by the Technical Review Panel							

		On-line ready courseware	Prepared Instructional module/laboratory guide/workbook or a combination thereof	2	2	5	5	5	5.00	OBE Syllabis for Chem 149.1 and Chem 242
		Supplemental learning resources	Prepared Power Point presentation, video clips, movie clips, reading assignments depending on course taught	4	15	5	5	5	5.00	
		Assessment tools	Prepared assessment tools such as long exam, quizzes, problems sets, etc.	20	50	5	5	5	5.00	old (update)
		A 24 : Number of virtual classroom created and operational	Created virtual classroom using either Moodle or Google Classroom	2	3/6	5	5	5	5.00	SCTS 11, Chem 140n, Chem 148 (2), Chem 148.2 (2)
	PI 11. Additional Output	Other outputs which are non targeted and those necessary in the implementation of the new normal scheme								
		Number of INC forms processed and submitted	Processed and submitted 39 INC. (FM-REG-20) forms to the Registrar	0	39	5	5	4/5	4.67 5.00	Chem 147 lecture (39 students)
		Number of webinars coordinated and facilitated	facilitated the conduct of webinar online via zoom or google meet	0	1	5	5	5	5.00	Webinar on Chemical Wastes Management and safety in the laboratory last April 27, 2021
		Number of extension proposal submitted for review	wrote and submitted extension proposal for review	0	1	5	5	4/5	4.67 5.00	Extension proposal on chemical waste management and safety in the lab
UMFO 3 . RESEARCH SERVICES										
UMFO 4. EXTENSION SERVICES										
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*	Ensured 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	
		A 45. Compliance to all requirements of the program and institutional accreditations:	Prepared required documents and complies all requirements as prescribed in the accreditation tools	100% compliant	100% compliant	5	5	5	5.00	
		On program accreditations								
		On institutional accreditations								
UMFO 6. General Admin. & Support Services										
	Total Over-all Rating								105.00	102.69
	Average Rating								5.00	4.89
	Adjectival Rating								O	

Evaluated & Rated by:

Elizabeth S. Quevedo
ELIZABETH S. QUEVEDO
 Department Head
 Date: 8/5/2021

Recommending Approval

MA. THERESA P. LORETO
MA. THERESA P. LORETO
 Dean, CAS
 Date: 10/22/2021

Approved by:

Beatriz S. Belonias
BEATRIZ S. BELONIAS
 Vice President for Instruction
 Date:

Average Rating (Total Over-all rating divided by		4.89
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.89
ADJECTIVAL RATING		○

Comments and Recommendations for Development Purpose:

Finish PhD degree

Evaluated & Rated by:

Recommending Approval:

Approved by:



ELIZABETH S. QUEVEDO

Head, DoPAC

Date: 8/5/2021



MA. THERESA P. LORETO

Dean, CAS

Date: 10/22/2021



BEATRIZ S. BELONIAS

VP for Academic Affairs

Date:

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Employee: ALLAN A. RAMAL

Head of Office: ELIZABETH S. QUEVEDO


Number of Personnel: 1

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Advised to finish his PhD program the soonest time possible; Stay within VSU campus for early and safe reporting to work				
Coaching	No giving of failing grades to students in this new normal in the FINAL TERM but only INC or DROPPED				

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

Conducted by:

Noted:


ELIZABETH S. QUEVEDO
 Immediate Supervisor


MA. THERESA P. LORETO
 Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: ALLAN A. RAMAL

Performance Rating: _____

Aim: Aspire for outstanding student rating

Proposed Interventions to Improve Performance:

Date: July 2021

Target Date: December 2021

First Step:

Regular virtual class meeting and follow up of students in subjects taught.

Results:

Date: _____

Target Date: _____

Next Step:

Outcome: _____

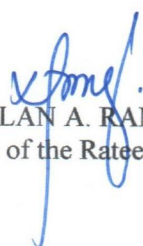
Final Step/Recommendation:

Prepared by:



ELIZABETH S. QUEVEDO
Unit Head

Conforme:


ALLAN A. RAMAL
Name of the Ratee Faculty