

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **KEVIN NICK S. BANDIBAS**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	50%	4.97 x 50%	2.485
b. Students (50%)	50%	4.33 x 50%	2.165
Total for Instruction			
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			4.58 4.65

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

ADJECTIVAL RATING:

Prepared by:

KEVIN NICK S. BANDIBAS
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, KEVIN NICK S. BANDIBAS, 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 JULY TO DECEMBER 2022.

KEVIN NICK S. BANDIBAS

Instructor I

Date: 12/29/22

Approved:

ELIZABETH S. QUEVEDO

Department Head

Date: 01/03/23

MA. THERESA P. LORETO

College Dean


Date: JAN 04 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	Timelines	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
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>Handled and taught courses assigned</i>	18	26.95	5	5	5	5.00	Chem 113m Chem 11 Chem 1n Chem 2 Chem 200a2 Chem 118 Chem 118.1 Chem 191
		A10. Number of grade sheets submitted within prescribed period	Prepared gradesheet and submitted on or before deadline	3	9	5	5	5	5.00	Chem 113m (1) Chem 11 (1) Chem 1n (1) Chem 2 (1) Chem 200a2 (1) Chem 118 (1) Chem 118.1 (2) Chem 191 (1)
		A13. Number of long examinations administered and checked	Administered and checked long examination for subjects taught	6	27	5	5	5	5.00	Chem 113m (5) Chem 11 (5) Chem 1n (5) Chem 2 (4) Chem 118 (5) Chem 118.1 (1) Chem 191 (2)

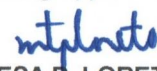
	A14 . Number of quizzes administered and checked	Prepared and checked quizzes for lec and lab	15	110	5	5	5	5.00	Chem 113m (20) Chem 11 (20) Chem 1n (20) Chem 2 (15) Chem 118 (15) Chem 118.1 (10) Chem 191 (10)
	A15 . Number of lab reports and term papers checked and graded	Checked lab reports submitted as required	5	5	5	5	5	5.00	Chem 118.1 (5)
PI 8: Number of students advised: *	A16 . Number of students advised:	<i>Acted as academic adviser to students</i>	40	41	5	5	5	5.00	4th year BSChem students
	A17 . Number of students advised on thesis/ field practice/special problem:	As Thesis Adviser	2	2	5	5	5	5.00	OAVertudazo APAlute
	<i>As SRC Chairman</i>	Advised and corrected research outline and thesis/SP manuscript	1	3	5	5	5	5.00	RJCJaguines DPRamada MMondragon
	<i>As SRC Member</i>	Advised and corrected research outline and thesis/SP manuscript	1	3	5	4	5	4.67	ABArcillas KGarma DMAndoy
	A18 . Number of students entertained for consultation purposes	Entertained students consulting on subject taught, thesis and grades	50	137	5	5	5	5.00	BSChem (36) BSMath (21) BSMet (26) BSES (54)
PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	<i>Advised student organizations recognized by USOO</i>							
	A20 . Number of Student organizations assisted on student related activities	<i>Assisted student organizations in implementing student related activities</i>							
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							
		Supplemental learning resources	Prepared Power Point presentation, video clips, and reading assignments depending on course taught	15	51	5	5	5	5.00	Chem 113m (10) Chem 11 (10) Chem 1n (10) Chem 2 (7) Chem 118 (8) Chem 118.1 (1) Chem 191 (5)
		Assessment tools	Prepared assessment tools such as long exam, quizzes, problems sets, etc.	21	137	5	5	5	5.00	Chem 113m (26) Chem 11 (26) Chem 1n (26) Chem 2 (19) Chem 118 (20) Chem 118.1 (11) Chem 191 (12)
		A 24 : Number of virtual classroom created and operational	Created virtual classroom using either Moodle or Google Classroom	3	8	5	5	5	5.00	Chem 113m Chem 11 Chem 1n Chem 2 Chem 200a2 Chem 118 Chem 118.1 Chem 191
UMFO 3 . RESEARCH SERVICES										
UMFO 4. EXTENSION SERVICES										
UMFO 5. SUPPORT TO OPERATIONS										
	OVPI MFO 4. Program and Institutional Accreditation Services									
UMFO 6. General Admin. & Support Services										
	Total Over-all Rating								64.67	
	Average Rating								4.97	
	Adjectival Rating								o	


Evaluated & Rated by:


ELIZABETH S. QUEVEDO
 Department Head
 Date: 01/03/23

Recommending Approval


MA. THERESA P. LORETO
 Dean, CAS
 Date: JAN 04 2023

Approved by:


BEATRIZ S. BELONIAS
 Vice President for Academic Affairs
 Date:

Average Rating (Total Over-all rating divided by	4.65
Additional Points:	4.65
Punctuality	
Approved Additional points (with copy of approval)	
FINAL RATING	4.65
ADJECTIVAL RATING	

Comments and Recommendation for Development Purpose:
Finish the MS in Chemistry program as soon as possible;
Attendance of trainings/workshops/conferences related to chemistry for continuing professional development

Evaluated & Rated by:



ELIZABETH S. QUEVEDO

Head, DoPAC

Date: 01/03/23

Recommending Approval:



MA. THERESA P. LORETO

Dean, CAS

Date: JAN 04 2023

Approved by:



BEATRIZ S. BELONIAS

VP for Instruction

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: KEVIN NICK S. BANDIBAS

Head of Office: ELIZABETH S. QUEVEDO

Number of Personnel: 1

Activity Monitoring	MECHANISM			Remarks	
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Moodle Classrooms for subjects handled are created; Teaching and Learning materials are uploaded to the Moodle Classrooms; Advised to finish the MS program the soonest time possible	Ensure that face-to-face classes are held regularly			September, 2022
Coaching	Advised to give more real time activities to encourage students' participation during face-to-face classes; More engagement with students especially those with course-related concerns	Advised to submit research proposal for possible funding to external/inter national funding agencies			

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: KEVIN NICK S. BANDIBAS

Performance Rating: _____

Aim: Aspire for an outstanding student rating in all subjects taught

Proposed Interventions to Improve Performance:

Date: January, 2023

Target Date: June, 2023

First Step:

Prepare and update learning materials for chemistry subjects to be taught in the 2nd Semester AY 2022-2023, hold classes regularly, follow up student performance constantly, attend training/workshop/conferences for continuing professional development and finish MS in Chemistry the soonest time possible

Results:

Meets the QS for tertiary instruction

Date: _____


Target Date: _____

Next Step:


Outcome: _____

Final Step/Recommendation:

Prepared by:


ELIZABETH S. QUEVEDO
Unit Head

Conforme:


KEVIN NICK S. BANDIBAS
Name of Ratee Faculty/Staff