

Exhibit K

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

Name of Faculty Member: **GAPASIN, CIEDELLE HONEY LOU D.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
k. Head/Dean (100%)		4.7x100%= 4.66	
1. Students (<i>TPES on-going</i>)			
Total for Instruction	70%	4.7	3.29
2. Research			
g. Client/Dir. for Research			
h. Dept. Head/Center Director (100%)		4.56 x 100% = 4.56	
Total for Research	30%	4.56	1.36
TOTAL			4.65

EQUIVALENT NUMERICAL RATING: 4.65

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.65

ADJECTIVAL RATING: **Very Satisfactory**

Prepared by:

CIEDELLE HONEY LOU D. GAPASIN
Name of Faculty *15 Dec 2021*

Reviewed by:

JOEL REY U. ACOB
Department Head *11 Jan 2021*

Recommending Approval:

JOEL REY U. ACOB
Dean *11 Jan 2021*

Approved:

BETARIZ S. BELONIAS
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Ciedelle Honey Lou Dimalig- Gapasin, a faculty member of the COLLEGE OF NURSING, 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 TO DECEMBER 2020**.

CIEDELLE HONEY LOU DIMALIG- GAPASIN

Instructor I

Date: Jan. 11, 2021

Approved:

JOEL REY A. ACOB

College Dean

Date: 11 Jan 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 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>	3	15.075	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	4.6	4.5	4.6	

		<u>A11. Number of INC forms with grade submitted within prescribed period</u>	Facilitates students in their completion of the subject and submits completion forms with grade within prescribed period	1						
		<u>A12. Number of trainings attended related to instruction</u>	Attend mandated trainings	1	3	4.7	4.8	4.8	4.7 6	
		<u>A13. Number of long examinations administered and checked</u>	Administers and checks long examination for subjects taught	2	3	4.7	4.5	4.6	4.6	
		<u>A14. Number of quizzes administered and checked</u>	Prepares and checks quizzes for lec and lab	2	16	4.7	4.7	4.7	4.7	
		<u>A15. Number of lab reports and term papers checked and graded</u>	Checks lab reports and term papers submitted as required	1	4	4.3	4.2	4.3	4.2 3	
	<u>PI 8:</u> Number of students advised: *	<u>A16.</u> Number of students advised:	<i>Acts as academic adviser to students</i>	1	1	4.7	4.7	4.7	4.7	

		<u>A17.</u> Number of students advised on thesis/ field practice/special problem:		1	10	4.8	4.8	4.7	4.7 6	
		<u>A18.</u> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	1	10	4.8	4.7	4.8	4.7 6	
	<u>PI 10:</u> Number of instructional materials developed *	<u>A 21 :</u> Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	2	3	4.7	4.6	4.6	4.6 3	
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	3	4.7	4.6	4.6	4.6 3	
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	3	15	4.8	4.8	4.8	4.8	

		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	3	10	4.7	4.8	4.8	4.7 6	
		A 23 : Number of on-line course were reviewed by TRP & edited by MMDC editor	Submits the course were duly reviewed by TRP for editing by MMDC editor	1	3	4.7	4.6	4.5	4.6	
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	2	3	4.7	4.8	4.7	4.7 3	
	PI 11. Additional outputs									
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	2	3	4.5	4.6	4.6	4.5 6	
UMFO 3 . RESEARCH SERVICES										
	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 for a/conferences	1	1	4.5	4.7	4.5	4.6 3	

		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	1	1	4.5	4.5	4.5	4.5	Interprofession alized Care in the community during COVID-19 Pandemic
UMFO 4. EXTENSION SERVICES										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 36. 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						
	Total Over-all Rating								4.65	

Average Rating (Total Over-all rating divided by 24)		
Additional Points:		
Punctuality		-
Approved Additional points (with copy of approval)		-
FINAL RATING		4.65
ADJECTIVAL RATING		Very Satisfactory

Comments & Recommendations for Development Purpose:

- commendable effort in spearheading inter-agency collaboration webinar
- encourage to freely produced extension proposal for 2021

Evaluated & Rated by:



JOEL REY U. ACOB

Department Head

Date: 11 Jan 2021

Recommending Approval



JOEL REY U. ACOB

Dean, College of Nursing

Date: 11 Jan 2021

Approved by:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 1/15/21

PERFORMANCE MONITORING & COACHING JOURNAL

Name of Office: COLLEGE OF NURSING

Head of Office: ACOB, JOEL REY U.

Number of Personnel: GAPASIN, CIEDELLE HONEY LOU D.

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

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Coaching and mentoring executed during the monthly faculty meetings.		<p>*Advised to continue developing the learning guides as prescribed by the university.</p> <p>*Encouraged to submit weekly accomplishments for the applied WFH dates.</p> <p>*Encouraged to render extra mile to reach out students in the new normal.</p>			<p>Able to submit the required learning materials for the classes handled.</p> <p>Able to submit weekly accomplishments with appropriate attachments.</p> <p>Commendation for taking the advice as evidenced by conduct of consultation calls.</p>
		<p>*advised to process needed documents for endorsement and work renewal</p> <p>*start retrieving documents pertinent to PDS, CV accomplishments</p>			<p>Commendation for spearheading the Inter-agency webinar in support to instruction.</p> <p>Able to secure needed documents and attachments.</p> <p>Able to submit and compile documents.</p>

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

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CIEDELLE HONEY LOU D. GAPASIN
Faculty

Conducted by:

Joel Rey U. Acob
JOEL REY U. ACOB
Immediate Supervisor

11 Jan 2021

Noted by:

Betariz S. Belonias
BETARIZ S. BELONIAS
Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **GAPASIN, CIEDELLE HONEY LOU D.**

Performance Rating: **4.65**

The Performance Rating showed that the concerned faculty obtained a Very Satisfactory Performance in Instruction delivery.

Dr. Gapasin is noted in spearheading a webinar across agencies with resource speakers, expert to their field of practice national in scope. This endeavor is brain-child of her to augment and in support to her instruction function mandate.

The above mentioned faculty has a commendable contribution in retooling faculty members in the preparation of some teaching strategies in the new normal utilizing online source. She also shared expertise in the establishments of rigors for qualitative studies.

Aim(s): 1. to develop another research *cum* extension proposal for submission to OVPRDEI

Date: November 2020

Target date: first quarter of 2021

2. attendance in workshops/seminars for professional advancement and development.

Date: July 2020

Target date: December 2020

Proposed Interventions to Improve Performance:

First Step:

- Included in the monthly meeting discussion
- Conduct of College in-house review in crafting research and extension proposals along with senior faculty members.

Results:

- Able to identify researchable topics and areas feasible for extension works.
- Attendance to several capacity enhancement webinars in preparation for a proposed extension project.

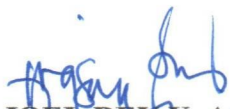
Next Step:

- Follow-up the drafting of research and/or extension proposals

Final Step/Recommendation:

- Finalize proposals for endorsement.

Prepared by:


JOEL REY U. ACOB
Dean *11 Jan 2021*

Conforme:


CIEDELLE HONEY LOU D. GAPASIN
Faculty