

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: LEO A. MAMOLO

Program Involvement (1)		Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1.	Instruction			
	a. Head (100%) from IPCR	0.50	4.47	2.24
	b. Student (0%) from Teaching Performance Eval'n. By-S	0.50	5.00	2.50
	Total for Instruction	100%	9.47	9.47
2.	Administration and Support Services	0%	0.00	0.00
TOTAL		100%	TOTAL EQUIVALENT NUMERICAL RATING	4.74

EQUIVALENT NUMERICAL RATING:

4.74

Add: Additional Points, if any:

-

TOTAL NUMERICAL RATING:

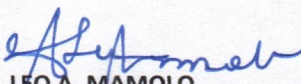
4.74

ADJECTIVAL RATING:

Outstanding

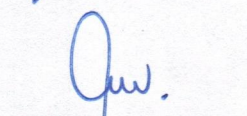
Prepared by:

Reviewed by:

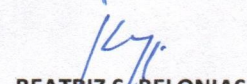
  
**LEO A. MAMOLO**  
Name of Faculty

  
**SHALOM GRACE C. SUGANO**  
Department Head

Recommending Approval:

  
**BAYRON S. BARREDO**  
Dean/Director

Approved:

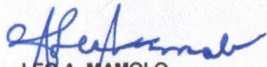
  
**BEATRIZ S. BELONIAS**  
Vice President

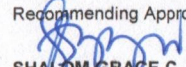


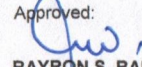
"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, LEO A. MAMOLO, a faculty member of the VSU INTEGRATED HIGH SCHOOL 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 2022.

  
**LEO A. MAMOLO**  
 Instructor  
 Date:

Recommending Approval:  
  
**SHALOM GRACE C. SUGANO**  
 Department Head  
 Date:

Approved:  
  
**BAYRON S. BARREDO**  
 Dean, College of Education  
 Date:

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 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned							
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript							



		<b>A4.</b> Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							
	<b>PI9:</b> Number of instructional materials developed *	<b>A5.</b> Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof							
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
		A 6 : 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							
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							
	<b>PI 10 .</b> Additional outputs:	<b>A 8. Other outputs implementing the new normal due to covid 19</b>	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>										
<b>OVPI UMFO 3. Higher Education Management Services</b>										
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	Handles and teaches courses assigned	12	24.5	5	5	5	5.00	



		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	1	3	5	5	4	4.67	
		<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	0	0					
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	1	6	5	5	5	5.00	Launching of VSUEE's BMA, Mandatory Orientation and Re-Oriented of Academic Advisers, Department Enrolment Focal Persons, VSU Faculty Onboarding 2022, VSU Newly-Hired Faculty Onboarding on Flexible Learning Modality, World Teachers Day
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	8	4	4	4	4.00	General Mathematics, EngL111
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	8	20	4	4	4	4.00	General Mathematics, EngL111
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
	<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:		0	2	5	4	4	4.33	BSEd - Math major Practice Teachers
		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	4	100	5	5	4	4.67	General Mathematics, EngL111



	<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	1	5	5	5	4	4.67	Student Onboarding, Math & Science Month, English & Filipino Month, Honors Program & Parents-Teachers Consultation, Christams Party
	<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	1	5	4	4	4	4.00	General Mathematics
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	4	4	4	4.00	General Mathematics
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	25	5	4	4	4.33	General Mathematics, EngL111
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	10	5	4	4	4.33	General Mathematics, EngL111
		<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	1	1	4	4	4	4.00	General Mathematics
		<b>A 24:</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	3	4	4	4	4.00	General Mathematics, EngL111
	<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	0	2	4	4	4	4.00	CHED, ISO Internal audit



		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							
<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	1	1	5	5	5	5.00	
	<b>PI 2.</b> Number of research outputs completed within the year *	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research project within the year							
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication	1	1	5	5	5	5.00	
		<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 fora/conferences	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific 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	0	1	5	5	5	5.00	Self-efficacy and Academic Performance of Student Teachers in Flexible Learning
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by								



		<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	Implemtes 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 services	<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									
	Convenor/Organizer	Convenor/Organizer		0	5	5	5	5	5.00	Launching of VSUEE's BMA, Mandatory Orientation and Re-Orientation of Academic Advisers, VSU Faculty Onboarding 2022, VSU Newly-Hired Faculty Onboarding on Flexible Learning Modality, World Teachers Day	
	Consultancy	Consultant									
	Evaluator	Evaluator									
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation								
	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extn. conducted by faculty or student & faculty) *									
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal								
<b>MFO 12- Instructional Materials Development Services</b>											
	<b>PI 1.</b> Percentage in spearheading in the planning of instructional material development and coordination the publication of the same.		Spearheading in the planning of instructional material development and coordination the publication of the same.								



	<b>PI 2:</b> Percentage of syllabi, evaluation syllabus, TOS, instructional materials and VSUEE monitored.		Monitoring of OBE Syllabi, Evaluation of syllabi, TOS, lms and VSUEE.							
	<b>PI 4:</b> Number of seminars/trainings/workshops coordinated for entire university		Coordinating seminars/workshops for entire university.							
	<b>PI 6:</b> Number of syllabi, evaluation syllabus, TOS and VSUEE monitored.		Monitoring of OBE Syllabi, Evaluation of syllabi, TOS, lms and VSUEE.							
	<b>PI 7:</b> Number of Virtual Classroom Evaluation & Monitoring reviewed and approved		Review and approve Virtual Classroom Evaluation							
	<b>PI 9:</b> Number of Virtual Classroom created		Creat Virtual Classroom							
	<b>PI 9:</b> Number of coordinating the VSU faculty and students VSUEE account									
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
	<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>									
	<b>PI 8:</b> 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*	<b>A 44:</b> 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							



[illegible]



		A 51. Other outputs implementing the new normal due to covid 19								
		A 51. Appointed as one of the members in the University's Parol Contest								
	PI 5: Number of monthly/special staff meetings conducted**									Comments & Recommendation for Development Purpose: Mentor & continue to encourage novice faculty to engage more into research.
	Total Over-all Rating									
	Average Rating								4.47	
	Adjectival Rating									Very Satisfactory

Evaluated & Rated by:

SHALOM GRACE C. SUGANO

Department Head

Date:

Recommending Approval

BAYRON S. BARREDO

Dean, College of Education

Date:

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date:



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Dr. Leo A. Mamolo  
Performance Rating: Outstanding

Aim: To write a more research proposals and submit to OVPRE for findings.  
To produce instructional materials on subjects handled for flexible learning.

Proposed Interventions to Improve Performance:

Date: April 2022

Target Date: December 2022

First Step:

- 
1. Attend seminar on Research Proposal Writing.
  2. Attend In-House Review conducted by the University.
  3. To produce at least one (1) learning guide per subject taught ready to be used for instruction in the new normal.
- 

Result: Carried out responsibilities as an instructor and research coordinator.

Date: January 2023

Target Date: December 2023

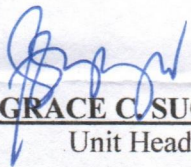
Next Step: 1. Submit more research articles to reputable journals for publication.  
2. Increase research presentations and expert services.

Outcome: 1. Published research outputs.

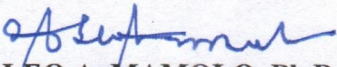
Final Step/Recommendation:

- 1.) Plan more research proposals and coordinate it with the faculty of the department and college.
- 2.) Mentor and encourage novice faculty to engage more into research. You made a good start on this. Keep it up!

Prepared by:

  
SHALOM GRACE C. SUGANO, Ph.D.  
Unit Head

Conforme:

  
LEO A. MAMOLO, Ph.D.  
Name of Ratee Faculty/Staff