

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: FELIX M. SALAS

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		5x50%=	
b. Students (50%)		5x50% =	
Total for Instruction	65%	5.00	3.25
2. Research			
a. Client/Dir. for Research (50%)		2.50	
b. Dept. Head/Center Director (50%)		2.50	
Total for Research	30%	5.00	1.50
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept. Head/Center Director (50%)		2.50	
Total for Extension	5%	5.00	0.25
4. Administration			
5. Production			
TOTAL			5.00

EQUIVALENT NUMERICAL RATING: —

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 5.0

ADJECTIVAL RATING:

Outstanding

Prepared by:

FELIX M. SALAS
Name of Faculty

Reviewed by:

JACOB GLENN F. JANSALIN
Department Head

Recommending Approval:

CANDELARIO L. CALIBO
Dean/Director

Approved:

BEATRIZ S. BELONIAS
Vice President for Acad. Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, FELIX M. SALAS, a faculty member of the DEPARTMENT OF PURE AND APPLIED CHEMISTRY delivered and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period JULY - DECEMBER 2020.


FELIX M. SALAS

Professor

Date: 6/30/2020

Approved:


JACOB GLENN F. JANSALIN

Department Head

Date:


CANDELARIO L. CALIBO

College Dean

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	1.8	2.0	5	5	5	5.00	Hort 252 & Chem 212
	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	1	3	5	5	5	5.00	PhD Hort: C. Jamilo, & D. Vigo; MS Hort: I. Verdadero

		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	11	15	5	5	5	5.00	MEd-Chem, MS Food Tech & MS/PhD Hort students
	PI 9: Number of instructional materials developed *	A5 . 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	2	2	5	5	5	5.00	Chem 212 & Hort 252
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	4	5	5	5	5.00	Power point presentation for Chem 212 & Hort 252
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	42	42	5	5	5	5.00	Assessment tools for Chem 212 & Hort 252: 16 quizzes, 16 assignments/problem sets, 8 pre-tests/post-tests, 2 midterm examinations
		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	1	2	5	5	5	5.00	Chem 212 and Hort 252 Moodle Classroom
	PI 10 . Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										

	PI5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	<i>Handles and teaches courses assigned</i>	11.6	15.5	5	5	5	5.00	Chem 115 (2Lec), Chem 140(2Lec), Chem 151 (1Lec)
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	5	5	5	5	5	5.00	Chem 115 (2Lec), Chem 140(2Lec), Chem 151 (1Lec)
		A11. 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	1	1	5	5	5	5.00	Chem 135 INC completion for Jessa Marie K. Bergantin
		A12. Number of trainings attended related to instruction	Attend mandated trainings	2	3	5	5	5	5.00	Trainings on Moodle Classroom Management, TOS, and Training on Moodle Class Management of the VSU E-Learning Custom
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	11	11	5	5	5	5.00	Chem 115 (2Lec), Chem 140(2Lec), Chem 151 (1Lec)
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	15	15	5	5	5	5.00	Chem 115 (2Lec), Chem 140(2Lec), Chem 151 (1Lec)
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	3	3	5	5	5	5.00	Term papers in Chem 115, 140, & 151
	PI8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic adviser to students</i>							
		A17. 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							

		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	100	127	5	5	5	5.00	BSChem, BSFT, & BSA students
	PI 9 : Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO							
		A20 , Number of Student organizations assisted on student related activities	Assists student organizations in implementing student							
	PI 10 : Number of instructional materials developed *	A 21 : 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	3	3	5	5	5	5.00	IMs for Chem 115 Lec (2), Chem 140 Lec (2) & Chem 151 Lec (1)
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	3	4	5	5	5	5.00	Power Point Presentations for Chem 115 Lec, Chem 140 Lec & Chem 151 Lec
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	15	5	5	5	5.00	Chem 115 Lec (2), Chem 140 Lec (2) & Chem 151 Lec (1)
		A 23 : 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 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	3	3	5	5	5	5.00	Moodle Classrooms for Chem 115 Lec, Chem 140 Lec & Chem 151 Lec
	PI 11 . Additional outputs	A 25 . 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							
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	1	1	5	5	5	5.00	SEARCA Publication on "Making a difference in agriculture".
		A.27. Awards received	International/National/Regional awards received							
UMFO 3 . RESEARCH SERVICES										
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A27. 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	2	2	5	5	5	5.00	(1) Liquid Nutrient Formation for Hydroponic Vegetable Production, and (2) Soil Nutrient Management Strategy for Eggplant & Sweet Pepper Production
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year	1	1	5	5	5	5.00	Liquid Nutrient Formulations for Horticultural Crops under Hydroponic System
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. 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							
		In refereed int'l journals								

		<i>In refereed nat'l/regional journals</i>								
	PI 4. Number of research outputs presented in regional/national/ int'l	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	PI 5. Percent of research proposals approved *	A 31. Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)								
		A 33. 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							
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs							
UMFO 4. EXTENSION SERVICES										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result	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	4	4	5	5	5	5.00	Baybay City, Cebu City, Ormoc City, & Samar

PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer								
PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implements duly approved extension projects								
PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as	A 39. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and	Provides quality and relevant training courses and advisory services								
PI 5. Number of technical/expert services	A 40. 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									
Consultancy	Consultant		5	5	5	5	5	5.00	Baybay City, Cebu City, Ormoc City, & Samar	
Evaluator	Evaluator									
PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation								
PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *									
	A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal								

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	A 44. 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	zero non-conformity								
	A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant								
	On program accreditations										
	On institutional accreditations										
UMFO 6. General Admin. & Support Services (GASS)											
PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint								
PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *	Initiates/introduces improvements in performing functions resulting to best practice									
	A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal									
Total Over-all Rating											
Average Rating										5	
Adjectival Rating										0	

Evaluated & Rated by

JACOB GLENN F. JANSALIN

Department Head

Date:

Recommending Approval

CANDELARIO L. CALIBO

Dean,

Date:

Approved by:

BEATRIZ S. BELONIAS

Vice President for Instruction

Date:

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

*Attend webinars, fora, etc.
for continuous quality improvement*

Evaluated & Rated by:


JACOB GLENN F. JANSALIN

Head, DoPAC

Date: _____

Recommending Approval:


CANDELARIO L. CALIBO

Dean, CAS

Date: _____

Approved by:


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	
X	3rd	
X	4th	

Name of Employee: FELIX M. SALAS

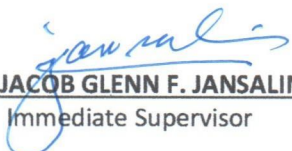
Head of Office: JACOB GLENN F. JANSALIN

Number of Personnel: 1


Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Check-if on the progress of the professional lecture work				
Coaching	None needed				

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

Conducted by:


JACOB GLENN F. JANSALIN
 Immediate Supervisor

Noted:


CANDELARIO L. CALIBO
 Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: FELIX M. SALAS

Performance Rating: _____

Aim: International Presentation of research outputs

Proposed Interventions to Improve Performance:

Date: March 16, 2020 Target Date: March 16, 2021

First Step: Conduct research on liquid nutrient formulations for horticultural crops in an aggregate hydroponics.

Result: Liquid nutrient formulations, that would result to improved yield and chemical characteristics of harvests

Date: March 16, 2021 Target Date: May 28, 2023

Next Step: Submit entry for oral paper presentation in an international scientific conference

Outcome: Presented research output in an international forum

Final Step/Recommendation:


Given travel authority and Commendation!

Prepared by:


JACOB GLENN F. JANSALIN

Unit Head

Conforme:


FELIX M. SALAS
Name of Ratee Faculty/Staff