

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

Name of Faculty Member: MA. JESUSA CORAZON M. LAMBERT

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equival ent Numeri cal Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		4.33x50%=2.16	
b. Students (50%)		5.00 x 50%=2.50	
TOTAL for Instruction	95%	4.79	4.550
2. Research	5%	5.00	0.25
3. Extension	0%		
4. Administration and Support Services	0%		
TOTAL	100%		4.80

EQUIVALENT NUMERICAL
RATING:

4.80

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:


4.80

ADJECTIVAL RATING:

Outstanding


Prepared by:

Reviewed by:



MA. JESUSA CORAZON M. LAMBERT
Name of Faculty


SHALOM GRACE S. VEGA
Department Head

Recommending Approval:


BAYRON S. BARREDO
Dean

Approved:


BEATRIZ S. BELONIAS
Vice President

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MA. JESUSA CORAZON M. LAMBERT, a faculty member of the DEPARTMENT OF VSU INTEGRATED HIGH SCHOOL commit to the deliver

attainment of the following accomplishments in accordance with the indicated measures for the period July 1 to December 31, 2023.

Approved:

MA. JESUSA CORAZON M. LAMBERT

Instructor

Date: 02-20-24

SHALOM GRACE S. VEGA, Ph **BAYRON S. BARREDO, Ed. D**

Department Head

Date: 02-23-2024

College Dean

Date: 02-27-2024

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
						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							
		A3. Number of students advised on thesis/special								

		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							
		<u>A4</u> . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							
	<u>PI9</u> : Number of instructional materials developed *	<u>A5</u> . Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a							
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course							
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems							
		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							

	A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google 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							
UMFO 2. HIGHER EDUCATION SERVICES (100%)										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	30.9	40.1	5	5	5	5.00	Home Sci. 7, Home Sci. 8, SHS Personal Development,
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	10	18	4	4	5	4.33	Home Sci. 7, Home Sci. 8, SHS Personal Development,
		A 11. Number of INC forms with grade submitted within prescribed period	Facilitates students in their completion of the subject and submits completion forms with	0	10	4	4	5	4.66	
		A12. Number of trainings attended related to instruction	Attend mandated trainings	0	2	4	4	4	4.00	
		A13. Number of long examinations administered and checked	Administers and checks long examination for	3	18	4	4	4	4.00	Assessment or Quarter Exams for Home Sci. 7, Home Sci. 8,
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	20	30	4	4	4	4.00	Formative quizzes and Laboratory Eval. Sheets for Home
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							

	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic adviser to students</i>	0	43	4	5	4	4.33	
		A17. Number of students advised on thesis/ field practice/special problem:								
		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript							
		<i>As SRC Member</i>	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							
	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	3	3	5	4	4	4.33	FAHP and FFP, English and Filipino Club, Math and Science Club
	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	5	16	5	4	4	4.33	Home Sci. 7, Home Sci. 8, SHS Personal Development,
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	5	12	5	4	4	4.33	Learning guides for Home Sci. 7, Home Sci. 8, SHS Personal Development, and PrEd. 123n

		Supplemental learning resource	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course	20	30	5	4	4	4.33	Learning guides for Home Sci. 7, Home Sci. 8, SHS Personal Development, and SHS Entrepreneurship
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	20	30	4	4	5	4.33	Test questions or quizzes and exams for Home Sci. 7, Home Sci. 8, SHS Personal Development
		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	0	4	4	4	4	4.00	Home Sci. 7, Home Sci. 8, SHS Personal Development, and PrEd. 123n
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	3	8	4	5	5	4.66	Google classroom for every section in Grade 7, 8, Grade 11 and PrEd. 123n
	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							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students							
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new							
UMFO 3 . RESEARCH SERVICES (0%)										

	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							
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research oroject within the year							
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal	A 29. Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication							
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>								
	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 scienfic for	2	2	4	4	4	4.33	Factors Affecting Financial Well-being of
		<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 of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate							
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by								

		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 reviewed								
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research								
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new								
UMFO 4. EXTENSION SERVICES											
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension	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								
	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	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 satisfactory or higher in terms of quality and relevance	A 39. 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							
	PI 5. <i>Number of technical/expert services</i>	A 40. <i>Number of technical/expert services as/in:</i>	Provides the technical and expert services requested by beneficiaries							
	<i>Research Mentoring</i>	<i>Research Mentor</i>								
	<i>Peer reviewers/Panelists</i>	<i>Peer reviewers/Panelists</i>								
	<i>Resource Persons</i>	<i>Resource Persons</i>								
	<i>Convenor/Organizer</i>	<i>Convenor/Organizer</i>								
	<i>Consultancy</i>	<i>Consultant</i>								
	<i>Evaluator</i>	<i>Evaluator</i>								

	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							
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
		A 43. Other outputs implementing the new normal due to covid 19	related activities and other outputs to implement new							
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*	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	100% compliant						
		On program accreditations								
		On institutional accreditations								
UMFO 6. General Admin. & Support Services										

	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/managment related activities and other outputs to implement							
	Total Over-all Rating								64.98	
	Average Rating								4.33	
	Adjectival Rating									

Comments:
 @ to focus in finishing her pursued Ph.D studies.

Evaluated & Rated by:

SHALOM GRACE S. VEGA, PhD

Principal

Date: 02-23-2024

Recommending Approval

BAYRON S. BARREDO, Ed. D

Dean, College of Education

Date: 02-27-2024

Approved by:

BEATRIZ S. BELONIAS

Vice President for Instruction

Date: 03-15-2024

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Ma. Jesusa Corazon M. Lambert

Performance Rating: Vety Satisfactory

Aim: To finish the pursued Ph.D degree.

Proposed Interventions to Improve Performance:

Date: February 2024

Target Date: December 2024

First Step:

Granted for a minimum teaching load. To give more time focus in working her dissertation.

Result:

To faculty have carried responsibilities as an instructor and other tasks assigned to her.

Date: July 2024

Target Date: December 2024

Next Step:

To pass and defend the dissertation final paper.

Outcome: 1. Carried out responsibilities as an Assistant Professor and be able to work her dissertation.

Final Step/Recommendation:

1. Manage your time well to accommodate all the responsibilities.
2. Finish your Ph.D. degree on as soon as possible.

Prepared by:


SHALOM GRACE S. VEGA, Ph.D.

Unit Head

Conforme:


MA. JESUSA CORAZON M. LAMBERT

Name of Ratee Faculty/Staff