

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: MANUEL E. CASANGCAPAN

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
c. Head/Dean (50%)		4.90x50% = 2.450	
d. Students (50%)		3.71x50% = 1.855	
Total for Instruction	30%	4.305	1.292
2. Research			
c. Client/Dir. for Research (50%)			
d. Dept. Head/Center Director (50%)			
Total for Research	15%	5.000	0.750
3. Extension			
c. Client/Dir. for Extension (50%)			
d. Dept Head/Center Director (50%)			
Total for Extension	15%	4.800	0.720
4. Administration	40%	5.000	2.000
5. Production			
TOTAL			4.762

EQUIVALENT NUMERICAL RATING: 4.762

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.762

ADJECTIVAL RATING: Outstanding

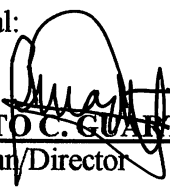
Prepared by:

  
**MANUEL E. CASANGCAPAN**  
Name of Faculty

Reviewed by:

  
**ARTHUR T. TAMBONG, FPSAE**  
Department Head

Recommending Approval:

  
**ROBERTO C. GUARTE, Ph.D.**  
Dean/Director

Approved:

  
**BEATRIZ S. BELONIAS, Ph.D.**  
Vice President



**Visayas State University**  
**College of Engineering**  
**Department of Agricultural Engineering**  
 Visca, Baybay City 6521, Leyte, Philippines

### INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MANUEL E. CASANGCAPAN, Faculty of the Department of Agricultural Engineering, commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January to June, 2018.

**MANUEL E. CASANGCAPAN**

Assoc. Professor II

Date: 18 July 2018

**ARTHUR IT. TAMBONG, FPSAE**

Department Head

Date: 18 July 2018

**Rating Equivalents:**  
 5 - Outstanding  
 4 - Very Satisfactory  
 3 - Satisfactory  
 2 - Fair  
 1 - Poor

MFO No.	MFO Description	Success/Performance Indicator (PI)	Program/Activities/ Projects	Tasks Assigned	Target	Accomplishment (Jan-June 2018)	Rating				Remark
							Quality	Efficiency	Timeliness	Average	
UMFO 2. HIGHER EDUCATION SERVICES											
OVPI MFO 1. Curriculum Program Management Services											
		PI 1. Total Undergraduate FTE monitored			8	31.50	5	5	5	5.0	VSL
		PI 7. Number of academe/industry linkage established	Coordinating	Establishes linkage/s with academe/industry	2	3	5	4	5	4.7	PSAE, PAGASA, PhilRice
		PI 8. Number of students advised	Advising	Advises students on thesis/ field practice/special problem	20	30	5	5	5	5.0	30 undergraduate students advised
		PI 9. Number of Student organizations Advised/Assisted	Advising/Assisting	Advises/Assists students organizations	1	1	5	5	5	5.0	PSAE-VSUSC
		PI 10. Number of instructional materials developed	Preparing/ Revising/ Encoding/ Printing	Prepares instructional materials	2	2	5	4	5	4.7	2 instructional materials developed

		<b>Best Practices/New Initiatives:</b>									
		Number of BS Degree Programs maintained for OBE-alignment	OBE-alignment of old BS curriculum	Conducts initial activities of curriculum revision into an OBE-aligned curriculum	1	1	5	5	5	5.0	OBE-alignment of BSAE
		Number of maintained Center of Excellence (COE) status designated by CHED	Updating and maintaining documents	Updates and maintains documents re Center of Excellence (COE)	1	1	5	5	5	5.0	Center of Excellence in BSAE degree program
		Number of AACCUP Accreditation prepared	Preparing documents	Prepares documents re AACCUP	1	1	5	5	5	5.0	BSAE Level III Phase 2
		Number of AACCUP Accreditation maintained	Updating and maintaining documents	Updates and maintains documents re AACCUP	1	1	5	5	5	5.0	BSAE Level III Phase 1
		Number of Washington Accord applied	Preparing/ Encoding/ Printing	Prepares documents for Washington Accord application	1	1	5	5	5	5.0	Washington Accord Accreditation and Certification
		Number of ISO 9001:2015 applied	Preparing/ Encoding/ Printing	Prepares documents for ISO 9001:2015 application	1	1	5	5	5	5.0	ISO 9001:2015 Certification
		Number of RQAT accreditation applied	Preparing/ Encoding/ Printing	Prepares documents for RQAT accreditation application	1	1	5	5	5	5.0	RQAT accreditation in BSABE degree program
						Total points:				59.3	

### UMFO 3. RESEARCH SERVICES

		<b>PI 3.</b> Number of research studies conducted and/or completed on schedule	Conducting research study	Conducts research project and/or completed on schedule	1	2	5	5	5	5.0	Renewable Energy - 1 study; Climate Change Project (CC3.DAE.1718) - 1 studies
		<b>PI 7.</b> Amount of research money generated from institutional funding (Thousand PHP)	Research project	Prepares and submits project proposal funding	60	122	5	5	5	5.0	Project No.: CC3.DAE.1718 - 2018 budget: P122,090.40
						Total points:				10.0	

### UMFO 4. EXTENSION SERVICES

		<b>PI 4.</b> Number of beneficiaries served									HS students in Baybay
		Groups	Teaching/Advising/ Monitoring	Teaches/Advises/Monitors group beneficiaries	3	4	5	4	5	4.7	VSULHS, Hilongos HS, Baybay HS, Ormoc HS
		Individuals	Teaching/Advising/ Monitoring	Teaches/Advises/Monitors individual beneficiaries	30	60	5	5	5	5.0	Sr HS studs of VSULHS, Hilongos HS, Baybay HS, Ormoc HS
						Total points:				9.7	

UMFO 5. SUPPORT TO OPERATIONS (STO)											
OVPI MFO 3. Faculty Evaluation Services											
		PI 1. Number of seminars/ trainings/conventions/ workshops coordinated for entire university	As participant	Participates seminars/ trainings/conventions/ workshops coordinated for entire university	1	1	5	5	5	5.0	1st Grand Alumni Homecoming (BSAE Class 1980-2017)
OVPI MFO 4. Program and Institutional Accreditation Services											
		PI 1. Number of degree programs which passed accreditation/evaluation at least Level I	Documenting/ Monitoring	Documents/Monitors	1	1	5	5	5	5.0	BSAE
		PI 3. Percentage of degree program compliant with CHED	Documenting/ Monitoring	Documents/Monitors	100%	100%	5	5	5	5.0	100% complied with CHED (BSAE, BSABE & MSAE degree programs)
		PI 4. Additional outputs									
		Number of activities organized/attended/ assisted/participated/ facilitated	Participating	Participates activities	2	4	5	5	5	5.0	PSAE activities, CoE activities
					Total points:					20.0	
UMFO 6. GENERAL ADMINISTRATION & SUPPORT SERVICES											
		PI 1. Efficient and customer-friendly frontline service	Service	Served clients with courtesy; immediate response to client needs and inquiries	100%	100%	5	5	5	5.0	100% no complaint; Served clients with courtesy; immediate response to client needs and inquiries
		PI 2. Additional outputs									
		Number of documents attended and served	Checking and action to official documents	Approves documents as OIC Head	10	15	5	5	5	5.0	Varied documents signed as OIC Head
		Number of hours devoted in consultation meeting	Participating	Participates in consultation meeting	1	3	5	5	5	5.0	Screening of Awardees for 2018 Graduation
		Number of hours devoted in the preparation of documents needed for PTC-ACBET (Washington Accord) accreditation	Participating	Participates in the preparation of documents needed for PTC-ACBET (Washington Accord) accreditation	40	120	5	5	5	5.0	Washington Accord docs preparation
		Number of hours devoted in the preparation for AACCUP accreditation	Participating	Participates in the preparation of documents needed for AACCUP accreditation	40	120	5	5	5	5.0	AACCUP Accreditation docs preparation

		<b>Best Practices/New Initiatives:</b>									
		Number of Application for ISO (Prepared) - on-going	Preparing/ Encoding/ Printing	Prepares documents for ISO 9001:2015 application	1	1	5	5	5	5.0	On-going
		Number of Application for CHED Center of Excellence	Updating and maintaining documents	Updates and maintains documents re Center of Excellence (COE)	1	1	5	5	5	5.0	BSAE
						Total points:				35.0	<b>Comments &amp; Recommendations for Development Purpose:</b>  Kindly consider improving aspects of teaching which are rated satisfactory in the students' evaluation.
<b>Total Over-all Rating</b>							<b>134.000</b>				
<b>Average Rating</b>							<b>4.963</b>				
Additional points:											
Approved additional points (with copy of approval) :											
<b>Final Rating</b>							<b>4.963</b>				
<b>Adjectival Rating</b>							<b>Outstanding</b>				

Evaluated and Rated by:

**ARTHUR IT. TAMBONG, FPSAE**

Head, DAE

Date: \_\_\_\_\_

Recommending Approval:

**ROBERTO C. GUARTE, Ph.D.**

Dean, CoEng

Date: \_\_\_\_\_

Approved:

**BEATRIZ S. BELONIAS, Ph.D.**

Vice Pres. for Instruction

Date: \_\_\_\_\_





**VISAYAS**  
STATE UNIVERSITY

**OFFICE OF THE VICE PRESIDENT FOR INSTRUCTION**

1/F Administration Building  
Visca, Baybay City, Leyte PHILIPPINES  
Phone/Fax: +63 053 563 7106  
Email: ovpa@vsu.edu.ph  
Website: www.vsu.edu.ph

**Teaching Performance Evaluation by Students (TPES)**

**Summary of Rating**

**First Semester SY 2017-2018**

**Name of Faculty : Casangcapan, Manuel E.**

**Dept of Agricultural Engineering**

**Visayas State University**


Course No. & Descriptive Title		lab/ lec	Class Schedule		No. of Raters	RATING		% Evaluation Rating
						Num.	Adjec.	
AE 132	Shop Practice	Lec	04:00-05:00	F	20	4	VS	80.00
AE 132	Shop Practice	Lab	08:00-11:00	MW	19	4	VS	80.00
AE 159	Agric'l. Power	Lec	04:00-05:30	MW	20	3	S	65.88
AE 135	Fundamentals of Surveying	Lec	04:00-05:00	T	20	3	S	64.71
AE 135	Fundamentals of Surveying	Lab	01:00-04:00	TTh	20	4	VS	70.00
AE 135	Fundamentals of Surveying	Lab	07:00-11:00	TF	16	4	VS	70.59
ESci 134m	Engineering Economy	Lec	01:00-02:30	MW	20	4	VS	78.24
Ave. Rating								72.77

Source: Results of Teaching Performance Evaluation by Students filed at OVPI


**Legend:**

- 1.00 – 1.49 Poor (P)  
1.50 – 2.49 Fair (F)  
2.50 – 3.49 Satisfactory (S)  
3.50 – 4.49 Very Satisfactory (VS)  
4.50 – 5.00 Outstanding (O)

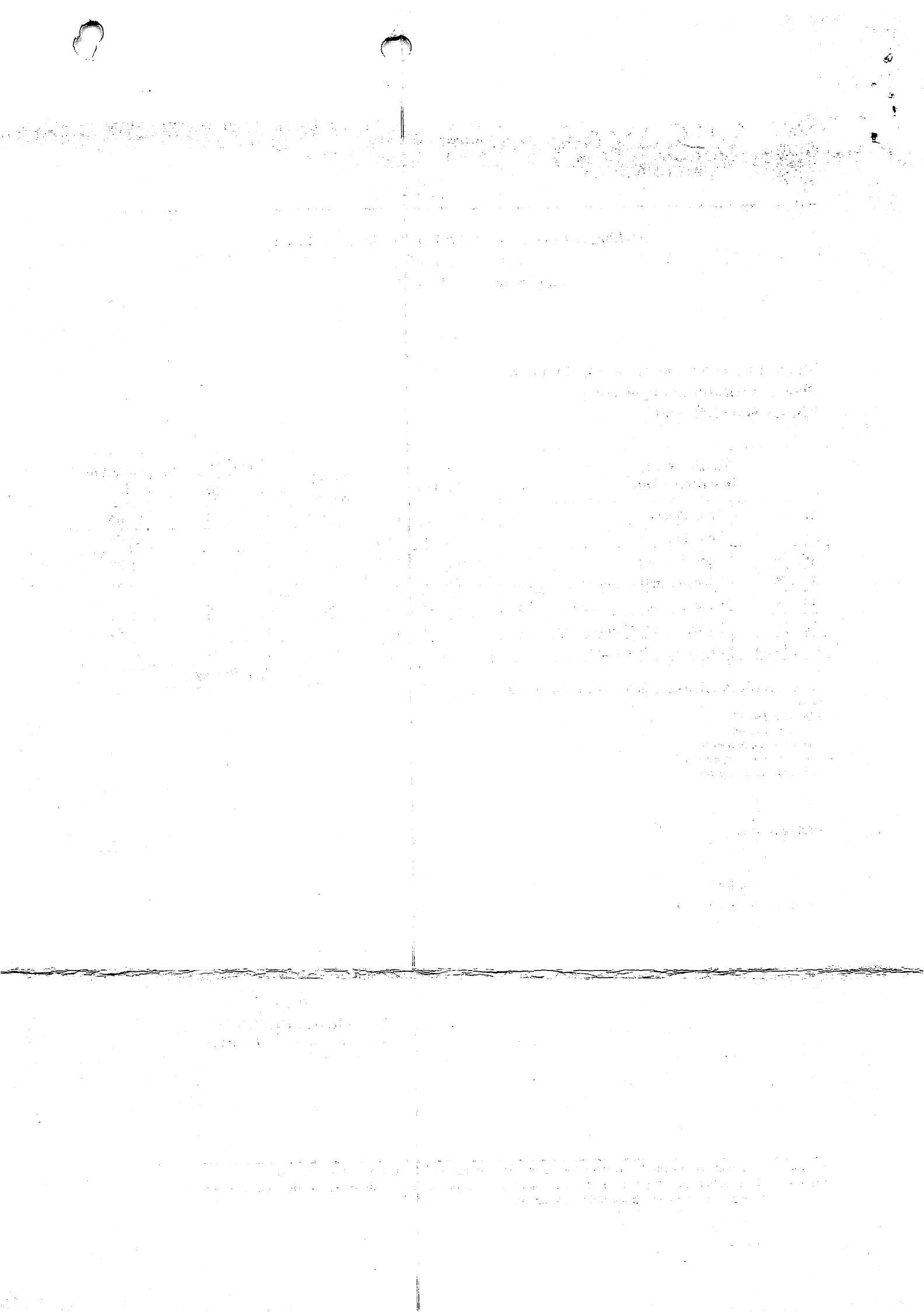
Prepared By:

  
**LORNA B. ABAMO**  
Admin Aide IV, OVPI

Attested By:

  
**BEATRIZ S. BELONIAS**  
Vice President for Instruction

**Vision** : A globally competitive university for science, technology, and environmental conservation.  
**Mission** : Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.







**Visayas State University**  
**College of Engineering**  
Department of Agricultural Engineering  
Visca, Baybay City 6521, Leyte, Philippines

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **Prof. Manuel E. Casangcapan**

Performance rating: **4.762 (Outstanding)**

**Aim:** Prof. Casangcapan as an effective ABE instructor in the Farm Mechanization specialization

**Proposed Interventions to Improve Performance:**

Engr. Casangcapan will be developed to become good faculty in the Farm Mechanization specialization.

**Date:** January 2018

**Target Date:** June 2018

**First Step**

- Engr. Casangcapan will be assigned to make new OBE-compliant syllabi in the Farm Mechanization courses in preparation for the next semester following CMO 94, series of 2017 (Policies, Standards and guidelines for BS Agricultural and Biosystems Engineering).

**Results:**

- Completed First draft of the syllabus

**Date:** July 2018

**Target Date:** December 2018

**Next Step:**

- Revision and improvement of the syllabus as corrected by the DAE Head.

**Outcomes:**

- Improved syllabi compliant to OBE

**Final steps/Recommendations:**

- Engr. Casangcapan will be assigned to teach Farm Mechanization subjects using the improved syllabi.

Prepared by:

**ARTHUR IT. TAMBONG, FPSAE**

Head, DAE

Conforme:

**PROF. MANUEL E. CASANGCAPAN**

Associate Professor



Office of the  
Director of the  
Bureau of the  
Census

# REPORT OF THE DIRECTOR

The following report contains the results of the  
census of the United States taken in 1900.  
The report is divided into two parts, the first  
containing the results of the census of the  
population, and the second containing the  
results of the census of the property.  
The first part of the report contains the  
results of the census of the population, and  
the second part contains the results of the  
census of the property.

REPORT OF THE DIRECTOR  
OF THE BUREAU OF THE  
CENSUS  
ON THE  
CENSUS OF THE  
UNITED STATES  
TAKEN IN 1900