

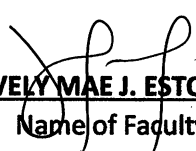
SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS


Name of Faculty Member: Ms. Lovely Mae S. Estor

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.46	
b. Students (50%)		2.50	
TOTAL for Instruction	85%	4.96	4.21
2. Research	0%	0	0
3. Extension	0%	0	0
4. Support of Operation	10%	5.00	0.50
5. Administration	5%	5.00	0.25
TOTAL			4.96

EQUIVALENT NUMERICAL RATING: 4.96
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: 4.96


ADJECTIVAL RATING: Outstanding

Prepared by:

LOVELY MAE J. ESTOR
Name of Faculty

Reviewed by:

CLIMACO D. ESPINA JR.
Department Head

Recommending Approval:

CANDELARIO L. CALIBO
Dean, CAS

Approved by:

BEATRIZ S. BELONIAS
Vice President for Instruction



Visayas State University
College of Arts and Sciences
DEPARTMENT OF MATHEMATICS AND PHYSICS
Visca, Baybay City, Leyte



INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **LOVELY MAE J. ESTOR**, of the **DEPARTMENT OF MATHEMATICS AND PHYSICS, Colleges of Arts and Sciences** 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 1, 2018 to December 31, 2018

LOVELY MAE J. ESTOR

Substitute Instructor

Date: 12/18/2018

CLIMACO O. ESPINA JR.

Department Head

Date: 1/14/19

Rating Equivalents:

5 - Outstanding

4 - Very Satisfactory

3 - Satisfactory

2 - Fair

1 - Poor

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
						Quality	Efficiency	Timeliness	Average	
MF01 (Higher Education)	Instruction	PI 1. Number of FTE	Teaches: 1st sem. SY 2018-2019= Math 11n (6 lecs.), Math 12 (2 lecs.)	18	41.55	5	5	5	5.00	Teacher's leave
	Preparation/ Revising/ Encoding/ Printing	PI 2. Number of instructional materials developed								
	Instruction	<i>New Course Outline</i>	Prepares new course outline	1	2	5	5	5	5.00	Math 11n, Math12
		<i>New syllabi OBE</i>	Prepares new syllabi	1	2	5	5	5	5.00	Math 11n, Math 12
		<i>Revised syllabi</i>	Revised syllabi	1	2	5	5	5	5.00	Math 11n, Math 12
		<i>New Lecture manual</i>	Prepares new manual	1	1	5	5	5	5.00	math 11n
		<i>New Powerpoint lecture presentation (per course)</i>	Prepares powerpoint	1	1	5	5	5	5.00	1st Sem SY 2018-2019 subjects
		PI 3. Additional outputs								
		<i>Numbers of hours checking papers per week</i>	Checked papers	2	8	5	5	4	4.67	1st Sem SY 2018-2019 subjects
		<i>Numbers of hours class preparation per course</i>	Prepared class preparation	2	5	5	5	4	4.67	1st Sem SY 2018-2019 subjects
					Total points				39.33	

MFO 5 (Support)	Support to students	PI.2 Number of hours spent for student consultation	Entertained students	30	160	5	5	5	5.00	regarding subject matters, grades
		P.3 Additional Outputs								
					Total points				5.00	
MFO 6 (GASS)										
	General services	Zero percent complaint from clients served	Entertains clients	0% complaint	0% no complaint	5	5	5	5.00	Students, Parents, Faculty & Staff
					Total points				5.00	
	Total Over-all Rating								49.33	
	Average Rating								4.93	
	Adjectival Rating								O	

~~Evaluated and Review:~~

Dept. Head/Unit Head

Date: 2/14/19

Recommending Approval:

Date: _____

Approved:

Vice President for Instruction

Date: _____

1 - Quality 2 - Efficiency 3 - Timeliness 4 - Average

"Exhibit I"

PERFORMANCE MONITORING FORM


Name of Employee: **MS. LOVELY MAE ESTOR**

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1.	Teaches Two (2) courses subjects (Math11n, Math 12)	Regular attendance in the assigned classes, grade sheet per courses taught, and good result of student performance evaluation	Aug. 2018	Sept. 2018	Sept. 2018	Impressive	Outstanding	Improve performance with respect to students' comments on TPES.
2.	Assist students through advising and students consultation	Improved student performance	Aug. 2018	Sept. 2018	Sept. 2018	Impressive	Outstanding	Provide more interventions for the improvement of students
3.	Develop/Revise syllabi	Copy of teaching manuals in Math 11n, Math 12	Aug. 2018	Sept. 2018	Sept. 2018	Impressive	Outstanding	Follow the format prescribed by MMDC
4.	Submission of midterm grades and final grades	Grades submitted to registrar	Aug. 2018	Dec. 2018	Dec 2018	Impressive	Outstanding	
5.	Perform other functions assign by the head	Reports	Aug. 2018	Sept. 2018	Sept. 2018	Impressive	Outstanding	Perform functions duly assigned to her

* Either very impressive, impressive, needs improvement, poor, very poor

** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:


CLIMACO D. ESPINA, JR.
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: LOVELY MAE J. ESTOR

Performance Rating: Outstanding

Aim: Encourage her to make research/extension project proposals.

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: _____ Target Date: One year from date of intervention

First Step:

Endorsed her to the Scholarship Committee for study leave with pay.

Result: She will be able to pursue the PhD Mathematics Program by August 2020.

Date: _____ Target Date: End of first semester


Next Step: To continue giving her moral support in her studies until targeted date of full completion of studies in June 2023.

Outcome: Good grades

Final Step/Recommendation:

Prepared by: 
CLIMACO D. ESPINA JR.
DMP Head

Conforme:


LOVELY MAE J. ESTOR
Ratee