SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Elizabeth S. Quevedo

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		$5.00 \times 50\% = 2.50$	
b. Students (50%)		5.00 x 50% = 2.50	
Total for Instruction	90%	5.00	4.50
2. Research			
a. Client/Dir for Research			
b. Dept. Head/Center			
Total for Research	10%	5.00 x 10 %	0.50
3. Extension			
a. Client/Dir for Research			
b. Dept. Head/Center Director			
(50%)			
Total for Extenstion	0%		
4. Administration	0%		
5. Production	0%		
TOTAL	100%		5.00

EQUIVALENT NUMERICAL RATING:

5:00

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

Outstanding

ADJECTIVAL RATING:

Prepared by:

Reviewed by:

Name of Faculty

GLENN F. JANSALIN

Head, DoPAC

Recommending Approval:

Approved:

CANDELARIO L. CALIBO

Dean, CAS

VP for Instructor

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ELIZABETH S. QUEVEDO, of the Department of Pure & Applied Chemistry commits the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period <u>January 1</u> to <u>June 30, 2019</u>.

ELIZABETH S. QUEVEDO

Ratee

Approved:

Department Head

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MFO No.	MFO & PAPs	Success/ Performance Indicators	Program/Activities/Proje	Tasks Assigned Target	Tarnot	Details of Actual Accomplishment	Q ¹	Rating			Remarks
		(PI)	CIS			Accomplishment		E ²	T ³	A ⁴	
MFO: 1	Advanced Education	PI 1. Full Teaching Equivalent (FTE)	Instruction								
		PI. 2 Number of graduate students advised	Instruction	as GAC to students major in Chemisitry	1	3	5	5	8	5	Elizalde, Nory P., Dable, Aimee S Yu. Nikko
MFO:2	Higher Education	PI.1 FTE Full time (FTE)	Instruction	To teach Chem 112 lec & lab, Chem 117.1 lab and lec	8	18.15	5	5	5	S	Vacation-Sick leave
		PI. 12. Number of Instructional materials developed/revised	Instruction								
		No. of Course Outline updated		Updated Course Outline	1	1	5	5	5	5	Chem 112 lec
		Lab Manual- Revised		Revised lab manual	1	1	5	5	5	1	Chem 112 lab
		PI 3.Number of Syllabus developed/revised	Instruction	Develop syllabus							
		Course Syllabi - New	Instruction	Developed Course Syllabi	1	2	5	5	5	5	Chem 117 lec, ScTs
		Lab Manual - Revised	Instruction	Revised lab manual	1	1	5	5	2	5	Chem 117 lab
FO 3:	Research Services	P1.1 Number of outputs presented in local conferences	Research								
		P2.2. Number of seminars/trainings attended		national	1	1	5	5	5	5	Phil. Chem Congress
				institutional/local	1	4	5	5	5	5	ALS-, PSBMB- Visayas Chapter, ICP-Visayas Chapter

Component 1 Leader of the research entitled Physico-P3. 3. Number of research 5 5 Research research conducted Chemical Analysis of Major River conducted Systems in Leyte" P3. 4. Number of research output 5 5 5 1 1 prepared for publication P3.5 Number of research proposal research proposal 5 5 5 5 2 submitted submited for funding 4.1 Number of extension program Extension MFO.4. extension conducted conducted Services P4.2 Number of extension proposal approved for funding P4.3 Number of extension proposal submitted for funding P5.1 Student advising and Support to MFO 5: Support to students **Students** consultation services: 5 5 5 As Academic Adviser 2 Academic Adviser 4 5 number of organizations VSU Chem Society Organization adviser 5 advised SRC Chairman Advised Chem students 5 5 3 5 P3.3 Number of student-related activities assisted/advised 5 5 BS Chem 5 SRC Member Advised Chem students 5 5 Advised Chem thesis 5 5 BS Chem 1 5 Thesis Adviser 5 3 students P5 2. Number of hours spent for BS Chem 5 as student thesis adviser 100 250 5 student consultation & thesis Facilitated student P5 3. Number of hours spend as problems arised within the DBGF department hours spent as academic adviser re: subject matter problem P6. 1. Efficient & Customer Zero percent complaint General Administration & MFO 6: from client served Friendly Administration Support Serices P6. 2. No of times serve as OIC of when the dept head is on 5 1 2 serves as OIC of DoPAC leave or on travel DoPAC Total Over-all Rating Average Rating Adjectival Rating

* * *

Average Rating (Total Over-all rating divided by		
	5.0	
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		
ADJECTIVAL RATING		

Comments & Recommendations for Development Purpose:

attend frainings fem frences to acquire new knowledge and COPP

acquire new knowledge and COPP

acquire for liver receival.

Evaluated & Rated by	Eva	luated	& F	lated	by:
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Recommending Approval:

Approved by:

JACOB GLENN F. JANSALIN Head, DoPAC

CANDELARIO L. CALIBO

Dean, CAS

Date:

BEATRIZ S. BELONIAS

VP for Instruction

Date:

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



PERFORMANCE MONITORING & COACHING JOURNAL

V	1st	Q
V	2 nd	A
	3 rd	R T
	4th	E R

Name of Office: **ELIZABETH S. QUEVEDO**

Head of Office: JACOB GLENN F. JANSALIN

Number of Personnel: 14 Faculty & 5 Admin Staff

Activity					
Activity Monitoring	Meeting		Memo	Others (Pls.	Remarks
	One-on-One	Group		specify)	~~~
Monitoring	Improve Student Evaluation Rating by adding the negative comments of students				
Coaching					

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

Conducted by:

IACOB GLENN F. JANSALII Immediate Supervisor Noted

CANDELARIO L. CALIBO Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: ELIZABETH S. QUI Performance Rating: Outstanding & Very S	EVEDO Satisfactory
Aim: To get all outstanding rating	
Proposed Interventions to Improve Perform	ance:
Date: November 15, 2019	Target Date: 1st sem 2011-2020
First Step: 1. Focus improvement on the negative	comments of students
Result:	
Date:	Target Date:
Next Step:	
Outcome:	
Final Step/Recommendation:	
Prepa	ared by:
	Jan ne.
	JACOB GLENN F. JANSALIN Unit Head

Conforme:

ELIZABETH S. QUEVEDO
Name of Ratee Faculty