

**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 x 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 Extension	0%		
4. Administration	0%		
5. Production	0%		
TOTAL	100%		5.00

EQUIVALENT NUMERICAL RATING: 5.00

Add: Additional Points, if any:

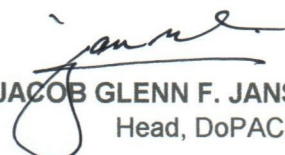
TOTAL NUMERICAL RATING: Outstanding

ADJECTIVAL RATING:


Prepared by:


ELIZABETH S. QUEVEDO
Name of Faculty

Reviewed by:


JACOB GLENN F. JANSALIN
Head, DoPAC

Recommending Approval:


CANDELARIO L. CALIBO
Dean, CAS

Approved:


BEATRIZ S. BELONIAS
VP for Instructor

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 **January 1 to June 30, 2019**.

Elizabeth S. Quevedo
ELIZABETH S. QUEVEDO

Ratee

Approved:

Jacob Glenn F. Jansalin
JACOB GLENN F. JANSALIN

Department Head

MFO No.	MFO & PAPs	Success/ Performance Indicators (PI)	Program/Activities/Projects	Tasks Assigned	Target	Details of Actual Accomplishment	Rating				Remarks
							Q ¹	E ²	T ³	A ⁴	
MFO: 1	Advanced Education Services	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	5	5	Elizalde, Nory P., Dable, Aimee S Yu, Nikko
MFO:2	Higher Education Services	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	5	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	5	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	5	5	Chem 117 lab
MFO 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

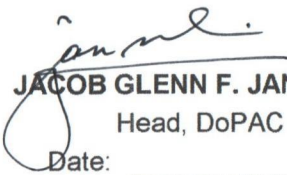
Average Rating (Total Over-all rating divided by	5.0	
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		
ADJECTIVAL RATING		


Comments & Recommendations for Development Purpose: attend trainings/conferences to acquire new knowledge and CDP points for license renewal.
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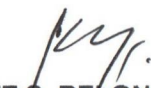
Evaluated & Rated by:

Recommending Approval:

Approved by:


JACOB GLENN F. JANSALIN
Head, DoPAC
Date: _____


CANDELARIO L. CALIBO
Dean, CAS
Date: _____


BEATRIZ S. BELONIAS
VP for Instruction
Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: ELIZABETH S. QUEVEDO

Head of Office: JACOB GLENN F. JANSALIN

Number of Personnel: 14 Faculty & 5 Admin Staff


Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
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:


JACOB GLENN F. JANSALIN
Immediate Supervisor

Noted


CANDELARIO L. CALIBO
Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

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

Performance Rating: Outstanding & Very Satisfactory

Aim: To get all outstanding rating

Proposed Interventions to Improve Performance:

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:

Prepared by:


JACOB GLENN F. JANSALIN
Unit Head

Conforme:


ELIZABETH S. QUEVEDO
Name of Ratee Faculty