

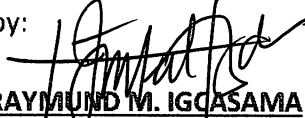
SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS


Name of Faculty Member: Mr. Raymund M. Igcasama


Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.50	
b. Students (50%)		2.33	
TOTAL for Instruction	80%	4.83	3.87
2. Research	5%	5	0.25
3. Extension	0%	0.00	0
4. Support to Students	10%	4.95	0.50
5. Administration	5%	5.00	0.25
TOTAL			4.86

EQUIVALENT NUMERICAL RATING: 4.86
Add: Additional Points, if any: _____
TOTAL NUMERICAL RATING: 4.86

ADJECTIVAL RATING: **Outstanding**

Prepared by: 
RAYMUND M. IGCASAMA
Name of Faculty

Reviewed by: 
CIMACO 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, **RAYMUND M. IGCASAMA**, of the **DEPARTMENT OF MATHEMATICS AND PHYSICS, College 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**

RAYMUND M. IGCASAMA

Instructor I

Date: January 18, 2019

CLIMACO D. ESPINA JR.

Head, DMP

Date: _____

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

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
							Quality	Efficiency	Timelines	Average	
MFO1	Advanced Education Services										Not applicable
MF02	Higher Education Services	PI 1. Number of FTE coordinated and implemented	Teaching	Teaches: Math 11n (2 lec.), Gmat 001 (2 lec.) Bmat 001 (1 lec), Math 116 (1 lec), Math 1 (1 lec) --1st sem SY 2018-2019	18	27.90	5	5	5	5.00	Teacher's leave
		PI 2. Number of instructional materials developed	Preparation/ Revising/ Encoding/ Printing								
		New course outline	Instruction	Prepares new course outline	1	2	5	5	5	5.00	Math 11n, Math 1
		New Syllabi (OBE)	Instruction	Prepares new syllabi	1	2	5	5	5	5.0	Math 11n, Math 1
		Revised syllabi	Instruction	Revises syllabi	1	2	5	5	5	5.0	Gmath 001, BM112

		<i>New Powerpoint lecture presentation (per course)</i>		Preparing one (1) powerpoint lecture presentation	1	5	5	5	5	5.0	1st Sem SY 2018-2019 subjects
		PI 3. Additional outputs									
		<i>Number of grade sheets submitted on prescribed period</i>	Preparation	Preparing grade sheets, 2nd sem. 2017-2018	50%	100%	5	5	5	5.00	Instruction
		<i>Numbers of hours checking papers</i>		Checkes papers	2	30	5	5	5	5.00	1st Sem SY 2018-2019 subjects
		<i>Numbers of hours class preparation</i>		Prepares class preparation	2	30	5	5	5	5.00	1stSem SY 2018-2019 subjects
		<i>Number of hours seminar/ trainings conducted inside VSU</i>		Resource Person	4	28.00	5	5	5	5.00	<i>In Service Seminar-Workshop on Officiating Athletics (Sept. 7-8, 2018), VFES Training-Workshop on Teaching Elementary Mathematics (Nov. 24, 2018), Leadership Training (Oct. 13, 2018)</i>

		<i>Number of hours seminar/ trainings conducted outside VSU</i>		Resource Person	8	32	5	5	5	5.00	2018 International Conference on Education for Sustainable Developments (5 th ICESDev) and 1 st UPY International Conference on Applied Science and Education (1 st UP-INCASE) on October 23-26, 2018 at the Jogja Rich Hotel,
		<i>Number of hours seminar/ trainings conducted outside VSU</i>		Resource Person	8	24	5	5	5	5.00	Mathematics Teachers Association of the Philippines Tertiary Level (MTAPTL) Convention on July 25-27, 2018 at the Cebu Grand Hotel Vibo Place, N. Escario Street Cebu City.
		<i>Number of hours Echo Seminar Attended</i>		Participant	8	24.00	5	5	5	5.00	Training and Seminar-Workshop on Coaching and Officiating Athletics, Leyte Normal University, July 11-13, 2018;

[illegible]

[illegible]

MFO 6	Support to Operations	P5.2 Number of Activities Organized/Attended/Assisted/Participated Facilitated	Facilitator/ Organizer		1	5	5	5	5	5.00	VSU Intramurals, Civil Service Opening and Culmination, Regional SCUAA 2018, Ushering Services, VSU FA Officer
		P5.3 Additional Outputs									
		Tutorial Programs	Tutor	Tutor	10	25	5	5	5	5.00	Dorm Occupants, VSU Students
						Total points				10.00	
MFO 7	General Admin. & Support Services (GASS)	PI 1. Number of organized activities	Preparation/ Encoding/ Printing							0.00	
		PI 8. Zero percent complaint from clients served			0	0% no complaint	5	5	5	5.00	
						Total points				5.00	
	Total Over-all Rating									110.00	
	Average Rating									4.78	
	Adjectival Rating									0	

Average Rating (Total Over-all rating divided by 4)	4.78
Additional Points:	
Punctuality	
Approved Additional points (with copy of approval)	
FINAL RATING	4.78
ADJECTIVAL RATING	

Comments & Recommendations for Development Purpose:

Keep it up.

Evaluated and Review:

CLIMACO D. ESPINA, JR.

Dept. Head/Unit Head

Date: _____

Recommending Approval:

CANDELARIO L. CALIBO

Dean, CAS

Date: _____

Approved:

BEATRIZ S. BELONIAS

Vice President for Instruction

Date: _____

“Exhibit I”

PERFORMANCE MONITORING FORM

Name of Employee: **MR. RAYMUND M. IGCASAMA**


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 five (5) courses subjects (Math 11n, Gmat 001, Bmat 001, Maht 116, Math1	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 , academic, organization, dorm, and students consultation	Improved student performance	July 2018	Sept. 2018	Sept. 2018	Impressive	Outstanding	Provide more interventions for the improvement of students
3.	Prepares course outline updates	Approved course outline in Math 11n., Math 1	July 2018	Aug. 2018	Aug. 2018	Impressive	Outstanding	Follow OBE format as prescribed
4.	Develop/Revise syllabi	Approved course syllabi in Math 11n, Math 1	July 2018	Aug.2018	Aug. 2018	Impressive	Outstanding	Follow the format prescribed by MMDC
5.	Submission of midterm grades and final grades	Grades submitted to registrar	Aug. 2018	Sept. 2018	Sept. 2018	Impressive	Outstanding	

6.	Conduct extension project	Progress report	January 2018	January 2018	April 2018	Impressive	Outstanding	Follow-up on the effectivity of the training conducted
7.	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	January 2018	January 2018	April 2018	Impressive	Outstanding	Participates actively in all activities in extension
8.	Perform other functions assign by the head	Reports	January 2018	June 2018	June 2018	Impressive	Outstanding	Perform functions duly assigned to him

* 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: RAYMUND M. IGCASAMA

Performance Rating: Outstanding

Aim: Assist him to pursue Master in Math Education program

Date: Target Date: One year from date of intervention

First Step:

Endorsed his status from temporary to permanent to the Academic Personnel Committee.

Result: He will be able to have a permanent position.

Date: Target Date: End of second semester

Next Step: To continue giving his moral support in teaching.

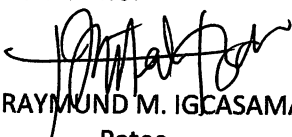
Outcome: High moral

Final Step/Recommendation: NA

Prepared by:


CIMACO D. ESPINA JR.
DMP Head

Conforme:


RAYMUND M. IGCASAMA
Ratee