

Exhibit "K"

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: **PHOEBE LYNN B. CALUNGSOD**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/ Dean (50%)		4.677 x 100% = 4.677	
Students (50%)			
Total for Instruction	70%	4.677	3.27
Extension	30%	4.565	1.36
Research			
TOTAL			4.63

EQUIVALENT NUMERICAL RATING: 4.63


Add: Additional points, if any:

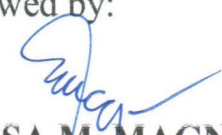
TOTAL NUMERICAL RATING: 4.63

ADJECTIVAL RATING: VERY SATISFACTORY

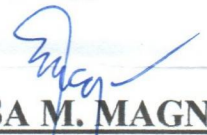
Prepared by:

Reviewed by:


PHOEBE LYNN B. CALUNGSOD
Faculty


JESUSA M. MAGNO
College Dean

Recommending Approval:


JESUSA M. MAGNO
College Dean

Approved:


BEATRIZ S. BELONIAS
Vice President, Academic Affair

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, PHOEBE LYNN B. CALUNGSOD, a faculty member of the DEPARTMENT OF NURSING commit to the deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period **January-June 2020**.


PHOEBE LYNN B. CALUNGSOD

Assistant Professor I

Date:

Approved:


JESUSA M. MAGNO

College Dean

Date:

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and	A9. Actual Faculty's FTE	Handles and teaches courses assigned	5	5	4.8	4.8	4.8	4.80	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	1	4	4.7	4.7	4.6	4.66	
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	85	4.7	4.7	4.6	4.66	All Level I students
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	5	1,020	4.7	4.7	4.6	4.66	

		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	50	510	4.7	4.7	4.6	4.66	
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	109	4.7	4.6	4.6	4.63	All Level 1 and Level 2 (2 groups) students
	PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	1	2	4.8	4.7	4.6	4.7	Submitted to College Level IM Committee
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	1	1	4.7	4.7	4.5	4.63	
		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	10	21	4.7	4.7	4.7	4.7	
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets etc	4	21	4.7	4.7	4.6	4.66	
		A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor	1	1	4.7	4.7	4.6	4.66	Up to College Dean only due to high similarity index issue
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	2	4.8	4.7	4.6	4.70	
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	1	2	4.7	4.7	4.7	4.70	catch up plan to continue online classes of students
UMFO 3 . RESEARCH SERVICES										
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year							

	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal	A 29. Percentage of research outputs published in internationally refereed or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication							
UMFO 4. EXTENSION SERVICES										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained	Identifies and links with probable partners for extension activities and maintains this active partnership	1	1	4.7	4.5	4.5	4.56	Initial talk done. With ongoing negotiation for MOU with Gawad Klainga Community Dev. ongoing review of the contract
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	1						Restricted due to COVID-19 risk/threat
Total Over-all Rating						4.71	4.6	4.56	4.62	4.62

Average Rating (Total Over-all rating divided by 4)		
Additional Points:		
Approved Additional points (with copy of approval)	XX	
FINAL RATING		4.6
ADJECTIVAL RATING		Very Satisfactory

Comments & Recommendations for Development Purpose:

- Accomplished assigned task
- Implemented catch up plans for the new normal due to COVID-19
- Keep up the good work!

Evaluated & Rated by:

JESUSA M. MAGNO

Department Head

Date:

Recommending Approval

JESUSA M. MAGNO

Dean,

Date:

Approved by:

BEATRIZ S. BELONIAS

Vice President for Instruction

Date:

Exhibit "G"

PERFORMANCE MONITORING AND COACHING JOURNAL

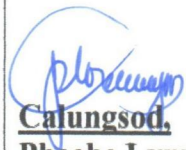
Mar. 2020	1 st	Quarter
June 2020	2 nd	
	3 rd	
	4 th	

Name of Office: **COLLEGE OF NURSING**

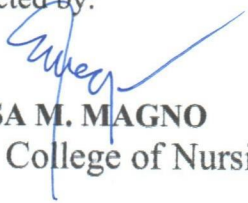
Head of Office: **Jesusa M. Magno**

Name of Personnel: **CALUNGSOD, PHOEBE LYNN B.**


Activity Monitoring	Mechanism				Remarks	Conforme
	Meeting		Memo	Others (Pls specify)		
	One-on One	Group				
Counselling done during in-person faculty meetings and continuous monitoring through virtual conference.		1. Ensure that members of the team (instruction) are well-informed of their concepts/topics to handle.			The faculty agreed to address the concerns raised during the discussion.	
		2. Requested to help in the preparation for the necessary documents for the on-going ISO 9001:2015 certification.			Commendation is accorded to other remarkable functions.	
		3. Work on catch-up plans and assignments given to students to finish the remaining topics after the midterm period.			Worked on the catch-up plans and finished the remaining topics due for the Second semester, SY 2019-2020. Joined in all webinars conducted by VSU, EVHEI, ADPCN, PNA and its specialty organization on topics related to instruction and	

		<p>4. Join webinars conducted by VSU, EVHEI, ADPCN, PNA related to instruction and other academic activities in preparation for the new normal.</p> <p>5. Start making modules using the VSU-BOR approved template.</p> <p>6. Advised to submit the weekly accomplishment in compliance with the work from home scheme.</p>		<p>other academic activities in preparation for the new normal.</p> <p>Started making modules and coursewares for online instruction.</p> <p>Complied with the requirements while observing the work from home scheme.</p> <p>Other functions performed toward the achievement of 2020 targets.</p>	 <u>Calungsod,</u> <u>Phoebe Lynn</u> <u>B.</u> Faculty
--	--	---	--	---	---

Conducted by:


JESUSA M. MAGNO
Dean, College of Nursing

Noted by:


BEATRIZ S. BELONIAS
VP, Academic Affairs

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: CALUNGSOD, PHOEBE LYNN B.

Performance Rating: 4.63

The Performance Rating showed that the concerned faculty obtained a Very Satisfactory Performance in areas of Instruction, Research and Extension based from TPES and IPCR results.

The abovementioned faculty has commendable performance as the college accomplished the targets set for the first two quarters of CY 2020. Designed activities and other flexible learning system to implement the new normal.

Aim:

Attendance to seminars/training/workshop in nursing for personal and professional growth and development.

Date: January 2020

Target Date: Dec. 2020

First Step:

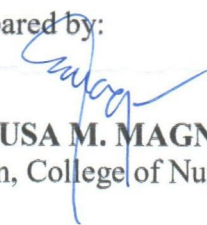
Included in the discussion during faculty meeting.

Recommendations:

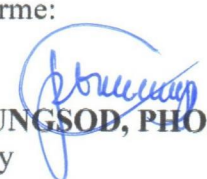
Visit websites of various related organizations for schedule of updates.

Attendance once the college receives letter of invitation from allied health profession.

Prepared by:


JESUSA M. MAGNO
Dean, College of Nursing

Conforme:


CALUNGSOD, PHOEBE LYNN B.
Faculty