

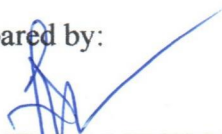
**Exhibit K****SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **FELIX J. AMESTOSO**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)		4.51	
b. Students		No TPES administered during this period	
Total for Instruction	75%	4.51	3.38
2. Research	15%	4.67	0.70
3. Extension	0%	0.00	0.00
4. Administration	10%	5.00	0.50
5. Production	0%	0.00	0.00
<b>TOTAL</b>			<b>4.58</b>

EQUIVALENT NUMERICAL RATING: 4.58  
Add: Additional Points, if any: 0.00  
TOTAL NUMERICAL RATING: 4.58

ADJECTIVAL RATING: **OUTSTANDING**


Prepared by:

  
**FELIX J. AMESTOSO**  
Name of Faculty


Reviewed by:

  
**IVY C. EMNACE**  
Department Head

Recommending Approval:

  
**VICTOR B. ASIO**  
Dean, CAFS

Approved:

  
**BEATRIZ S. BELONIAS**  
Vice President for Instruction

**"Exhibit B"**

**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)**

I, **FELIX J. AMESTOSO**, faculty of the Department of Food Science and Technology commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **January – June 2020**

**FELIX J. AMESTOSO**

Ratee

Approved:

**IVY CEMNACE**

Head, DFST

**VICTOR B. ASIO**

Dean, CAFS

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
<b>MFO1- Advanced Education Services</b>	PI 1. Number of FTE coordinated and implemented	FTEC 242 (Lec&Lab), FTEC 296 (Lec), FTEC 257 (Lec & Lab)	1	5.71	5	5	5	5.00	
	PI 2. Number of course outline/syllabus prepared	FTEC 242	2	1	4	4	4	4.00	
<b>MF02 – Higher Education Services</b>	P1. 1. Number of FTE coordinated and implemented								
	P1.2. Number of instructional material revised/prepared								
	P1.3. Number of course outline/syllabus updated	Update course outline/syllabus	2	1	5	4	4	4.33	

	P1.4. Number of Students advised								
	On thesis/field practice/special problem	Advise undergraduate thesis students	2	2	4	4	4	4.00	
	On Consultation	Accommodated students for thesis/OJT/Research consultation	2	2	4	4	4	4.00	
	P1.5. Additional Outputs								
	Number of online -ready instructional material developed	Developed online ready instructional material	1	1	4	4	3	3.66	
	Number of Examinations prepared	Prepared examinations for subjects taught	4	4	5	5	5	5.00	
	Number of term exams checked	Checked term exams	4	14	5	5	5	5.00	
	Number of checked requirements	Checked individual/group requirements	3	14	5	5	5	5.00	
	Number of checked quizzes	Checked quizzes	20	28	5	5	5	5.00	
	Number of grade sheets submitted on prescribed period	Prepared Grade sheet for 1 <sup>st</sup> Semester 2019-2020	3	3	5	5	4	4.66	
<b>MFO3 – Research Services</b>	P1.1. Number of research projects conducted and/or completed on schedule	Conducted research project	1	1	5	4	4	4.33	
	Number of research consultations	Accommodated researchers for consultations	1		5	5	5	5.00	



<b>MFO 6 – General Admin. &amp; Support Services (GASS)</b>	P6. 1. Percent complaints from clients served	Percent of complaints from the clients served	0	0	5	5	5	5.00	
	Attendance in Meetings	Attended university and department meetings	5	9	5	5	5	5.00	
	Number of membership in committee	Acted as member in different committees	2	2	5	5	5	5.00	
	Number of OIC-ship done	Acted as OIC of the department	1						
<b>Total Over-all Rating</b>								<b>73.98</b>	

Average Rating (Total Over-all rating divided by 4)		<b>4.62</b>
Additional Points:		
Approved Additional points (with copy of approval)		
<b>FINAL RATING</b>		<b>4.62</b>
<b>ADJECTIVAL RATING</b>		<b>OUTSTANDING</b>

**Comments & Recommendations for Development Purpose:**

Start mentoring junior faculty assigned to handle Food Engineering Courses

Evaluated & Rated by:

**IVY C. EMNACE**

*Department Head*

Date:

Recommending Approval:

**VICTOR B. ASIO**

*Dean, CAFS*

Date:

Approved by:

**BEATRIZ S. BELONIAS**

*Vice President for Instruction*

Date:

## PERFORMANCE MONITORING FORM

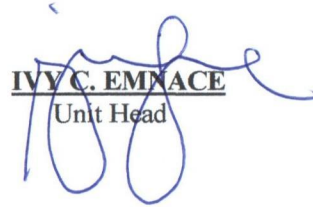
Name of Employee: **FELIX J. AMESTOSO**

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 assigned subjects and performs other teaching related functions such as; prepares and revises teaching materials, prepares and gives examinations, checks test papers and returns to students one week after, submits grades sheets within prescribed period, makes herself available for students consultations during consultation hours, revises course syllabus, and approves manuscripts.	Very Satisfactory	January 2020	June 2020	March 2020	Impressive	Satisfactory	
2	Attends meetings and performs functions as member of different committees of the department	Outstanding	Continuing from Jan – Dec. 2020	Jan-June weekly meetings	January-June 2020 weekly meetings	Very Impressive	Outstanding	
3	Performs other functions	Very Satisfactory	January 2020	January-June 2020 weekly meetings	January – June 2020	Impressive	Very Satisfactory	

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

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

Prepared by:



**IVY C. EMNACE**  
Unit Head

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee : Dr. Felix J. Amestoso  
Performance Rating : VERY SATISFACTORY

Aim: To improve teaching capability of faculty member.

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

Date: January 2020

Target Date: March 2020

First Step:

Required Dr. Amestoso to update course syllabi and course content relevant to the current trends and needs of the graduate and undergraduate courses assigned to him.

Result:

Updated graduate course syllabi

Date: April 2020

Target Date: June 2020

Next Step:

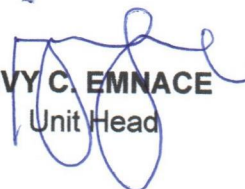
Improve further the Instructional Materials developed.

Outcome:

Final Step/Recommendation:

Dr. Amestoso improved instructional materials developed.

Prepared by:

  
**IVY C. EMNACE**  
Unit Head

Conforme:

  
**FELIX J. AMESTOSO**  
Ratee