SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **MAGDALENE C. UNAJAN**

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		4.88	
b. Students		5.00	
TOTAL for Instruction	70%	4.94	3.46
2. Research	10%	4.50	0.45
3. Extension	10%	4.83	0.48
4. Support Operations	10%	4.89	0.49
5 Administration	0%	0.00	0.00
TOTAL	100%		4.88

EQUIVALENT NUMERICAL RATING: 4.88
Add: Additional Points, if any: 0.00
TOTAL NUMERICAL RATING: **4.88**

ADJECTIVAL RATING: **Outstanding**

Prepared by: Reviewed by:
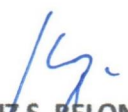
MAGDALENE C. UNAJAN   **MAGDALENE C. UNAJAN**
Name of Faculty   Department Head

Recommending Approval:

JANNET C. BENCURE
College Dean

Approved by:

BEATRIZ S. BELONIAS
Vice President for Instruction

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MAGDALENE C. UNAJAN, a faculty member of the DEPARTMENT OF COMPUTER SCIENCE AND TECHNOLOGY 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 of July - December, 2022.

Approved:

MAGDALENE C. UNAJAN
Department Head
Date: December 19, 2022

JANNET C. BENCURE
College Dean
Date: 11 January 2023

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	Eficiency	Timelines s	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented	A9. Actual Faculty's FTE	Teaches subjects/courses	2	7.8	5	5	5	5.00	CSci193,CSci 11 (lec and lab)
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	0	5	5	4	4.67	CSci11, CSci193, CS200.1 (not yet end of sem)
		A12. Number of trainings attended related to instruction	Attends mandated trainings	2	7	5	5	5	5.00	Web Accessibility and Audit, NICT Summit, Faculty On-boarding, Supervisory Dev't Course
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	2	5	5	4	4.67	CSci11, CSci193
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	6	16	5	5	4	4.67	CSci11 (8), CSci193 (8)
		A15. Number of lab reports and term papers checked and graded	Checks lab reports submitted as required	8	60	5	5	4	4.67	CSci11(20 * 3)
	PI 8: Number of students	A16. Number of students advised:	Acts as academic adviser to	10	35	5	5	5	5.00	
		A17. Number of students advised on thesis/ field practice/special problem:	Advises and corrects thesis proposal	2	2	4	5	5	4.67	Pacomios, Manaog

		A18. Number of students entertained for consultation purposes	Allots time to students seeking for consultation or advise.	10	35	5	5	5	5.00	
	PI 9: Number of student	A19. Number of Student organizations	Advises student organization							
		A20. Number of Student organizations assisted on student related activities	Assists student organization in implementing student related activities	1	1	4	5	5	4.67	CSSS
		On-line ready courseware	*Prepares instructional*	2	2	5	5	5	5.00	CSci 11, CSci 193
		Supplemental learning resources	*Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught*	4	6	5	5	5	5.00	
		Assessment tools	*Prepares assessment tools such as long exam, quizzes, problems sets, etc.*	4	16	5	5	5	5.00	CSci11 (8), CSci193 (8)
		A 24 : Number of virtual classroom	Creates virtual classroom using	2	10	5	5	5	5.00	
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	1	1	5	5	5	5.00	AACCUP Level IV-Phase 2
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	1	2	5	5	5	5.00	Alliance Software, Inc., Telmo
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
								Total	78.00	
								Mean	4.88	
UMFO 3 . RESEARCH SERVICES										

PI	Activity	Task							Rating	Remarks
PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	**A27.** Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	Conducts research for possible utilization by industry or other beneficiaries	1		1	4	4	4	4.00	RDMEIS
PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	**A 30.** Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scienfic for a/conferences								
	In int'l fora/conferences									
	In nat'l/regional fora/conferences									
	A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal			1	5	5	5	5.00	VSUEE management for FLM
							Total		9.00	
							Mean		4.50	

UMFO 4. EXTENSION SERVICES

PI	Activity	Task							Rating	Remarks
PI 1. Number of active	**A 36.** Number of active partnerships	Identifies and links with	1		2	4	5	5	4.67	DICT, Baybay-LGU
PI 2. Number of trainees weighted by the length of training	**A 37.** Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	30		75	5	5	5	5.00	VSUEE training for VSU faculty
PI 3. Number of extension	**A 38.** Number of extension	Implementes duly approved	1		0					
PI 4. Percentage of	**A 39.** Percentage of beneficiaries who	Provides quality and relevant	80%		0					
PI 5. Number of	**A 40.** Number of technical/expert	Provides the technical and	1							
Research Mentoring	Research Mentor		1		1					
Peer reviewers/Panelists	Peer reviewers/Panelists									
Resource Persons	Resource Persons		1		3	5	5	5	5.00	FAculty Onboarding, Web Audit, Baybay LGU
Convenor/Organizer	Convenor/Organizer									
Consultancy	Consultant									
Evaluator	Evaluator									
PI 8. Percent of extension	**A 41.** Percent of extension proposals	Prepares extension project	1		1	4	5	5	4.67	DEPED STEM Teachers
PI 11. Additional outputs *	**A 42.** No. of extension-related awards (extn. conducted by faculty or student & faculty) *									
	A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal								
							Total		19.33	
							Mean		4.83	

UMFO 5. SUPPORT TO OPERATIONS

UMFO 6. General Admin. & Support Services (GASS)											
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint	0%	5	5	5		5.00	
	PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *	Initiates/introduces improvements in performfing functions resulting to best practice	1	1	4	5	5		4.67	Utilizing GoogleDrive for faculty documents
		A 48.Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal	1	1	5	5	5		5.00	VSUEE Managemenent
								Total		14.67	
								Mean		4.89	
	Total Over-all Rating									121.00	
	Average Rating									4.77	
	Adjectival Rating									"O"	

Average Rating	4.77
Additional Points:	
Punctuality	
Approved Additional	
FINAL RATING	4.77
ADJECTIVAL RATING	Outstanding

Evaluated and Review:

MAGDALENE C. UNAJAN
Head, DCST
Date: December 19, 2022

Recommending Approval:

JANNET C. BENCURE
Dean, CET
Date: 11 January 2023

Approved:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: _____

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **Assoc. Prof. Magdalene C. Unajan**

Performance Rating: Outstanding

Aim: Assist Prof. Unajan as an effective and efficient implementor of the new OBEdized four (4)-year degree program in Bachelor of Science in Computer Science (BSCS) as provided for in the new CMO 25, s. 2015.

Proposed Interventions to Improve Performance:

Note: Prof. Unajan will be developed into an effective implementor of the new OBEdized four (4)-year BSCS program as she leads the Department of Computer Science and Technology.

Date: <u>July 2022</u>   Target Date: <u>December 2022</u>

First Step

- Reorientation on the Outcomes-Based Education Principles, orientation of the provisions of the new Policies, Standards, and Guidelines (PSG) in the offering of the new BSCS as provided for in CMO 25, s. 2015, and the implementation of the new VSU BSCS curriculum.

Results:

- Mastery on the provisions of CMO 25, s. 2015
- Mastery on the preparation of an OBTL Syllabus Content and Plan

Next Step:

- Continuous implementation of the newly approved BSCS Curriculum
- Monitor the implementation of the new BSCS Curriculum
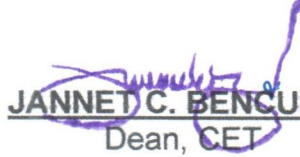
Outcomes:

- Effective implementation of the new BSCS Program
- Increased enrolment of freshman students if the new Program

- Proper management of human resource, facilities, and equipment in the offering of the new BSCS degree program
- Preparation and submission of **Research and Extension** proposals with the new OBEdized BSCS program

Final Steps/Recommendations:

- Implement the new BSCS program
- Conduct regular monitoring and coaching of the faculty and staff of the department in the implementation of OBE curriculum
- Conduct regular Continuous Quality Improvement (CQI) in the offering of the new BSCS Program

Prepared by:

JANNET C. BENCURE
Dean, CET

Conforme:

MAGDALENE C. UNAJAN
Head, DCST