

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: ROSALINA D. POLIQUIT


Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.88 x50%= 2.44	
b. Students (50%)		4.48x50%= 2.24	
Total for Instruction	100%	4.68	4.68
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research			
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%		4.68

EQUIVALENT NUMERICAL RATING: 4.68
 Add: Additional Points, if any: none
 TOTAL NUMERICAL RATING: 4.68

ADJECTIVAL RATING: OUTSTANDING

Prepared by:

Reviewed by:



ROSALINA D. POLIQUIT
 Name of Faculty


ANALYN M. MAZO
 Department Head

Recommending Approval:


MA. THERESA P. LORETO
 Dean/Director

Approved:


BEATRIZ S. BELONIAS
 Vice President

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ROSALINA D. POLIQUIT, a faculty member of the DEPARTMENT OF BIOLOGICAL SCIENCES, commits to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period January- June 2023

R. Poliquit
ROSALINA D. POLIQUIT
 Assoc. Prof. III
 Date: 7/25/23

Approved:
A. M. Mazo
ANALYN M. MAZO
 Department Head
 Date: 7/26/23

T. Loreto
Ma. THERESA P. LORETO
 College Dean
 Date: JUL 27 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	Efficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handled Botn 215							handled Botn 215
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							
		A3 . Number of students advised on								
		As GAC Chairman								
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	3	5	5	4	4.67	GAC member of 3 MS Horti students -Ms. Grieza Apao ; Rheian Laniba; Benz Cruzada
		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	2	9	5	5	4	4.67	entertained graduate students on course related concerns
	PI 9: Number of instructional materials developed and	A5 . Number of on-line ready coursewares developed and	Converts the existing instructional materials into flexible learning systems							

On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof							
Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	5	15	5	4	5	4.67	Prepared powerpoint presentations on assigned course
Assessment tools		Prepares assessment tools such	4	10	5	5	4	4.67	Prepared assessment tools on
UMFO 2. HIGHER EDUCATION SERVICES									
OVPI UMFO 3. Higher Education Management Services									
PI 5: Total FTE,	A9. Actual Faculty's FTE	Handled Biol 25 lec and lab, Biol 127 lec	5	7.05	5	5	5	5.00	FTE for 2nd sem only,
	A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	5	5	5	5	4	4.67	submitted Grade sheets in Biol 25, Biol 127 , Biol 141 and Botn 215
	A12. Number of trainings attended related to instruction	Attend mandated trainings	1	1	5	5	5	5.00	TURNITIN Instructor Feedback Workflow Training
	A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	10	16	5	5	5	5.00	checked long exams for courses assigned
	A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	15	27	5	5	5	5.00	checked quizzes for courses assigned
	A15. Number of lab reports	Checks lab reports and term papers	100	182	5	5	5	5.00	corrected term and critique
PI 8: Number of students	A16. Number of students advised:	Acts as academic adviser to students	15	23	5	5	5	5.00	advised students on course
	A17. Number of students advised on As SRC Adviser								
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
	A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	30	60	5	5	5	5.00	entertained students consulting on course related concerns
	Supplemental learning resource	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	20	35	5	5	5	5.00	prepared PPT lecture presentations and reading assignments in courses assigned
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	24	38	5	5	5	5.00	prepared assessment tools in courses assigned
	A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							

UMFO 5. SUPPORT TO OPERATIONS									
OVPI MFO 4. Program and Institutional Accreditation Services									
PI 8. Compliance to all requirements thru the established/adequate	A 44. Compliance to all requirements of the QMS core processes of the university under ISO 9004:2015*								
	A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	3	5					prepared the required documents for COPC on the specific area assigned
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					
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 performing functions resulting to best practice							
	A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
Total Over-all Rating								68.33	
Average Rating								4.88	
Adjectival Rating								Outstanding	

Comments & Recommendations for Development
Purpose: To finish PhD

Evaluated & Rated by:

Recommending Approval

Approved by:

ANALYN M. MAZO

Head, DBS

Date: 7/26/23

Ma. THERESA P. LORETO

Dean, CAS

Date: JUL 27 2023

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 7/27/23

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Rosalina D. Poliquit
Performance Rating: Outstanding

Aim: Finish graduate studies (PhD)

Proposed Interventions to Improve Performance:

Date: June 2023 Target Date: December 2023

First Step:

Submit Proposal

Result:

Revision of submitted proposal

Date: Jan 2024 Target Date: June 2024

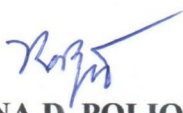
Next Step:

Outcome: Conduct dissertation

Prepared by:


ANALYN M. MAZO
Unit Head

Conforme:


ROSALINA D. POLIQUIT
Associate Professor