

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Ms. Emily T. Lagumbay

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2x3)
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.37	
b. Students (50%)		2.50	
TOTAL for Instruction	85%	4.87	4.14
2. Research	0%	5.00	0
3. Extension	0%	0	0
4. Support of Operation	10%	5.00	0.50
5. Administration	5%	5.00	0.25
TOTAL			4.89


EQUIVALENT NUMERICAL RATING: 4.89

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.89

ADJECTIVAL RATING: Outstanding

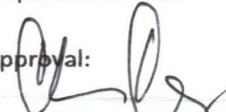
Prepared by:


EMILY T. LAGUMBAY
Name of Faculty

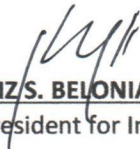
Reviewed by:

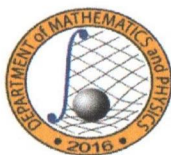

CLIMACO D. ESPINA JR.
Department Head

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, **EMILY T. LAGUMBAY**, of the DEPARTMENT OF MATHEMATICS AND PHYSICS, **Colleges 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 January 1, 2019 to June 30, 2019

EMILY T. LAGUMBAY
Instructor I
Date: _____

CLIMACO D. ESPINA JR.
Head, DMP
Date: _____

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

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
							Quality	Efficiency	Timeliness	Average	
MF01	Higher Education Services	PI 1. Number of FTE	Instruction	Teaches: BC 112 (2 lec), Math 101 (2 lec) (1ec), Math 106n (1 lec), Math 10b (1 sec), Precal, ath 104 (1 lec) = 2nd Sem. 2018-2019	18	29.83	5	5	5	5.00	Teacher's leave
		PI 2. Number of instructional materials	Preparation/ Revising/ Encoding/								
		New syllabi	Instruction	Prepares new syllabi	1	1	5	5	4	4.67	Math 106n
		New Powerpoint lecture presentation (per course)		Prepares powerpoint	1	1	5	5	4	4.67	2nd Sem SY 2018-2019 subjects
		PI 3. Additional outputs									
		Numbers of hours checking papers		Checkes papers	32	32	5	5	4	4.67	2nd Sem SY 2018-2019 subjects

		Numbers of hours class preparation		Prepares class preparation	32	32	5	5	4	4.67	2nd Sem SY 2018-2019 subjects
		Numbers of hours supervise for SHS		Supervise SHS						0.00	Work Immersion
						Total Points				23.67	
MF03	Research Services	PI.1 Involvement on Research Program	Research services	C-Study Leader	1	1	5	5	5	5.00	Economics or Happiness: A Study on Determinants Among Employees of Visayas Sate University
						Total points				5.00	
MFO 5	Support to Students	PI.2 Number of hours spent for student consultation	Support to students	Entertained students	50	80	5	5	5	5.00	regarding subject matters, grades
		P.3 Additional									
		Sparks Adviser			10						
						Total points				5.00	


MFO 6	General Admin. & Support Services (GASS)										
	Efficient & Constumor	Zero percent complaint from	General services	Entertains clients	0% complain	0% no valid comaplaint	5	5	5	5.00	Students, Parents, Faculty & Staff
						Total points				5.00	
	Total Over-all									38.67	
	Average Rating									4.83	
	Adjectival Rating									0	

Average Rating (Total Over-all rating divided	4.83
Additional Points:	
Punctuality	
Approved Additional points (with copy of	
FINAL RATING	4.83
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: _____

1 - Quality 2 - Efficiency 3 - Tmeliness 4 - Average

“Exhibit I”

PERFORMANCE MONITORING FORM

Name of Employee: MS. EMILY L. CASINILLO

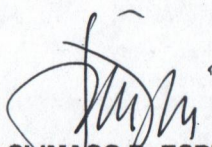
Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/Recommendation
1.	Teaches: Math 112,(1 lec.) Math113 (1 lec), Prcal (2 lsec) = 1st Sem. 2018-2019	Regular attendance in the assigned classes, grade sheet per courses taught, and good result of student performance evaluation	Jan. 2019	June 2019	June 2019	Impressive	Outstanding	Improve performance with respect to students' comments on TPES.
2.	Assist students through advising and students consultation	Improved student performance	Jan. 2019	June 2019	June 2019	Impressive	Outstanding	Provide more interventions for the improvement of students
3.	Prepares course syllabi! updates	Approved course syllabi in Math112, Math113, Prcal	Jan. 2019	June 2019	June 2019	Impressive	Outstanding	Follow OBE format as prescribed
4.	Develop/Revise syllabi!	Copy teaching manual in Math 113	Jan. 2019	March 2019	June 2019	Impressive	Outstanding	Follow the format prescribed by MMDC
5.	Submission of midterm grades and final grades	Grades submitted to registrar	Jan.2019	April 2019	June 2019	Impressive	Outstanding	

6.	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	Jan.2019	April 2019	June 2019	Impressive	Outstanding	Participates actively in all activities
7.	Perform other functions assign by the head, dean and the university	Reports	Jan.2019	April 2019	June 2019	Impressive	Outstanding	Performs 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: EMILY L. CASINILLO

Performance Rating: Outstanding

Aim: Encourage her to make research/extension project proposals.

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

Date: _____

Target Date: One year from date of intervention

First Step:

Endorsed her to the Scholarship Committee for study leave with pay.

Result: She will be able to pursue the PhD Mathematics Program by August 2020.

Date: _____

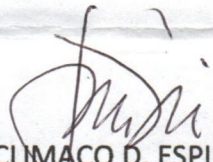
Target Date: End of first semester

Next Step: To continue giving her moral support in her studies until targeted date of full completion of studies in June 2023.

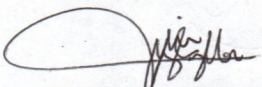
Outcome: Good grades

Final Step/Recommendation:

Prepared by:


CLIMACO D. ESPINA JR.
DMP Head

Conforme:


EMILY L. CASINILLO
Ratee