

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **ALLAN A. RAMAL**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	50%	5.00 x 50%	2.50
b. Students (50%)	50%	5.00 3.33 x 50%	2.50 1.66 1.76
Total for Instruction	100%	3.57	4.16
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			4.16 4.28

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

ADJECTIVAL RATING:

VS

Prepared by:

ALLAN A. RAMAL

Name of Faculty

Reviewed by:

ELIZABETH S. QUEVEDO

Department Head

Recommending Approval:

MA. THERESA P. LORETO

Dean/Director

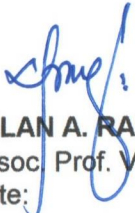
Approved:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Allan A. Ramal, a faculty member of the DEPARTMENT OF PURE AND APPLIED CHEMISTRY commit to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period JANUARY TO JUNE 2022


ALLAN A. RAMAL
Assoc. Prof. V
Date:

Approved: 
ELIZABETH S. QUEVEDO
Department Head
Date: June 20, 2022


MA. THERESSA P. LORETO
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 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handled and taught courses assigned	18	23.6	5	5	5	5.00	Chem 148.2 (2), Chem 148n (2), Chem 194 (2), ESci115 (1)
		A10. Number of grade sheets submitted within prescribed period	Prepared gradesheet and submitted on or before deadline	4	9	5	5	5	5.00	Chem 209, Chem 147 (2), Chem 149n (2), Chem 149.1 (2), Chem 172, Chem 200a2 Final Grades
		A13. Number of long examinations administered and checked	Administered and checked long examination for subjects taught	4	18	5	5	5	5.00	Chem 148.2 (2), Chem 148n (2), Chem 194 (2), ESci115 (1)
		A14. Number of quizzes administered and checked	Prepared and checked quizzes for lec and lab	20	50	5	5	5	5.00	Chem 148.2 (2), Chem 148n (2), Chem 194 (2), ESci115 (1)
		A15. Number of lab reports and term papers checked and graded	Checked lab reports and term papers submitted as required	20	40	5	5	5	5.00	Chem 148.2 (2)
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students							

		A17 . Number of students advised on thesis/ field practice/special problem:	acted as thesis adviser and checked thesis outlines	5	5	5	5	5	5.00	Mr. J. Gloria, Ms H. Matuguina, Ms A. Sanchez, Mr Enad, Mr. R. Salgo
		As SRC Chairman	Advised, and corrected research outline and thesis/SP manuscript	5	5	5	5	5	5.00	
		As SRC Member	Advised and corrected research outline and thesis/SP manuscript	5	5	5	5	5	5.00	
		A18 . Number of students entertained for consultation purposes	Entertained students consulting on subject taught, thesis and grades	40	80	5	5	5	5.00	
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advised student organizations recognized by USOO							
		A20 . Number of Student organizations assisted on student related activities	Assisted student organizations in implementing student related activities	2	2	5	5	5	5.00	chemsoc, Biotech
	PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :	Prepared and submitted for review by the Technical Review Panel							
		Supplemental learning resources	Prepared Power Point presentation, video clips, movie clips, reading assignments depending on course taught	4	15	5	5	5	5.00	
		Assessment tools	Prepared assessment tools such as long exam, quizzes, problems sets, etc.	40	50	5	5	5	5.00	
		A 24 : Number of virtual classroom created and operational	Created virtual classroom using either Moddle or Google Classroom	2	7	5	5	5	5.00	Chem 148.2 (2), Chem 148n (2), Chem 194 (2), ESci115 (1)
	PI 11. Additional Output	Other outputs which are non targeted and those necessary in the implementation of the new normal scheme								

		Number of INC forms processed and submitted	Processed and submitted 39 INC. (FM-REG-20) forms to the Registrar	0	4	5	5	5	5.00	Chem 200a1 (Gloria, Sanchez, Salgo and Matuguina)
UMFO 3 . RESEARCH SERVICES										
UMFO 4. EXTENSION SERVICES										
UMFO 5. SUPPORT TO OPERATIONS										
	OVPI MFO 4. Program and Institutional Accreditation Services									
	PI 8. Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015*	A 44. Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015*	Ensured that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member	zero non-conformity	zero non conformity	5	5	5	5.00	
		A 45. Compliance to all requirements of the program and institutional accreditations:	Prepared required documents and complies all requirements as prescribed in the accreditation tools	100% compliant	100% compliant	5	5	5	5.00	
		On program accreditations								
		On institutional accreditations								
UMFO 6. General Admin. & Support Services										
	Total Over-all Rating								80.00	
	Average Rating								5.00	
	Adjectival Rating								O	

Evaluated & Rated by:



ELIZABETH S. QUEVEDO

Department Head

Date: June 30, 2022

Recommending Approval



MA. THERESSA P. LORETO

Dean, CAS

Date:

Approved by:



BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date:

Average Rating (Total Over-all rating divided by		5.00
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		5.00
ADJECTIVAL RATING	Outstanding	O

Comments and Recommendation for Development Purpose:
Finish the PhD in Chemistry program;
Commitments on trainings/webinars/workshops should be met

Evaluated & Rated by:


ELIZABETH S. QUEVEDO

Head, DoPAC

Date: June 30, 2022


Recommending Approval:


MA. THERESA P. LORETO

Dean, CAS

Date: _____

Approved by:


BEATRIZ S. BELONIAS

VP for Instruction

Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

/	1st	Q U A R T E R
/	2 nd	
	3 rd	
	4th	

Name of Employee: ALLAN A. RAMAL

Head of Office: ELIZABETH S. QUEVEDO


Number of Personnel: 1


Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Advised to hold regular synchronous classes; Ensure to finish PhD program the soonest time possible and commitments on extension activities and the making of laboratory safety manual are meet				April, 2022
Coaching	Advised to give more real time activities to encourage student participation during online classes; Advised to stay closer to VSU for health and safety reasons				

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

Noted:


ELIZABETH S. QUEVEDO
 Head, DoPAC


MA. THERESA P. LORETO
 Dean, CAS

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: ALLAN A. RAMAL

Performance Rating: _____

Aim: Aspire for an outstanding student rating in all subjects taught

Proposed Interventions to Improve Performance:

Date: July, 2022

Target Date: December, 2022

First Step:

Prepare and update learning materials for assigned chemistry subjects 1st Semester AY 2022-2023

Create virtual classrooms for assigned chemistry subjects 1st Semester AY 2022-2023

Implement planned activities on time

Results:

Date: _____

Target Date: _____

Next Step:

Outcome: _____

Final Step/Recommendation:

Prepared by:



ELIZABETH S. QUEVEDO

Unit Head

Conforme:



ALLAN A. RAMAL

Name of Ratee Faculty/Staff