

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: LOURD FRANZ M. GABUNADA

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		5 x 50%	2.5
b. Students (50%)		4.67 x 50%	2.33
Total for Instruction	60%	2.5+2.33	2.89
2. Research			
a. Client/Dir. for Research (50%)		2.0	2.0
b. Dept. Head/Center Director (50%)			
Total for Research	20%	2.0 x 20%	1.0
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration	20%	5.0 x 20%	1.0
5. Production			
TOTAL	100%		4.89

EQUIVALENT NUMERICAL RATING: 4.89

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.89ADJECTIVAL RATING: Outstanding

Prepared by:

LOURD FRANZ M. GABUNADA

Name of Faculty

Reviewed by:

MA. THERESA P. LORETO

Dean, CAS

Recommending Approval:

*Abstain*MA. THERESA P. LORETO

Dean, CAS

Approved:

BEATRIZ S. BELONIAS

VP for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Lourd Franz M. Gabunada, faculty of the DEPARTMENT OF BIOTECHNOLOGY commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January - June 2023.

Approved:

mtplncto
MA. THERESA P. LORETO
Dean, CAS
Date: *July 25, 2023*

[Signature]
LOURD FRANZ M. GABUNADA

Assitant Professor II

Date: *July 25, 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 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	10.0	6.3	5	5	5	5.00	Btec141 lec, Btec141 lab, Btec 199, InBt113, Ppat 111 lec, Ppat111 lab, Zool 122.
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	5	5	5	5	5.00	Btec141 lec, Btec141 lab, Btec 199, InBt113, Ppat 111 lec, Ppat111 lab, Zool 122.
		A12. Number of trainings attended related to instruction	Attend mandated trainings	2	1	5	5	5	5.00	UP-NSRI laboratory AnimalWorkshop.
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	8	5	5	5	5	5.00	Btec141 lec, Btec141 lab, Btec 199, InBt113, Ppat 111 lec, Ppat111 lab, Zool 122.
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	20	24	5	5	5	5.00	Btec141 lec, Btec141 lab, Btec 199, InBt113, Ppat 111 lec, Ppat111 lab, Zool 122.
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	5	5	5	5	5.00	Btec 141 lab, Ppat111 lab
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	27	15	5	5	5	5.00	4th yr Biotech Students
		A17. Number of students advised on thesis/ field practice/special problem:								

		As SRC Adviser	Advises, and corrects research outline and thesis/SP manuscript	3	4	5	5	5	5.00	Vesera,Cabatu, Ayensa,Sarvida
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	3	3	5	5	5	5.00	Abarquez, Mosquito, Oledan
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	3	1	5	5	5	5.00	Elmido
		<u>A18</u> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	10	5	5	5	5.00	Bs Biotech Students
	PI 9: Number of student organizations advised/ assisted *	<u>A19</u> . Number of Student organizations advised	Advises student organizations recognized by USSO	1	1	5	5	5	5.00	BS Biotechnological Society
		<u>A20</u> . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1	5	5	5	5.00	BS Biotechnological Society
	PI 10: Number of instructional materials developed *	<u>A 21</u> : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	2	2	5	5	5	5.00	Btec 141, Btec199, InBt113, Zool122, Ppat111
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	2	5	5	5	5.00	Btec 141, Btec199, InBt113, Zool122, Ppat111
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	2	5	5	5	5.00	Btec 141, Btec199, InBt113, Zool122, Ppat111
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	2	5	5	5	5.00	Btec 141, Btec199, InBt113, Zool122, Ppat111
		<u>A 23</u> : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor							
		<u>A 24</u> : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	2	2	5	5	5	5.00	Btec 141, Btec199, InBt113, Zool122, Ppat111

UMFO 3. RESEARCH SERVICES										
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year	1	0	4	4	4	4.00	to be accomplish for July to Dec. 2023
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication	1	0	4	4	4	4.00	to be accomplish for July to Dec. 2023
	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 scientific fora/conferences	1	0	4	4	4	4.00	to be accomplish for July to Dec. 2023
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 theQMS core processes of the university under ISO 9001:2015*	Ensures 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	Zero NC's recorded for 2023 ISO audit
		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	100% compliant	100% compliant	5	5	5	5.00	ISO 9001:2015 Surveillance Audit
		On program accreditations								
		On institutional accreditations								
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		5	5	5	5.00	No Complaint
	Total Over-all Rating								117.00	
	Average Rating								4.88	
	Adjectival Rating									

Average Rating (Total Over-all rating divide by 24)	4.88
Additional Points	
Approved Additional Points (with copy of approval)	
FINAL RATING	4.88
ADJECTIVAL RATING	Outstanding

Comments and Recommendations for Development Purpose:

Mr. Gabunardh should write research proposals for possible funding.

Evaluated & Rated by:


LOURD FRANZ M. GABUNADA
Head, Biotechnology

Date: July 25, 2023

Recommending Approval:


MA. THERESA P. LORETO
Dean, CAS

Date: July 25, 2023

Approved by:


BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date:

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: LOURD FRANZ M. GABUNADA

Performance Rating: Outstanding

Aim: To assess the status of Mr. Gabunada's graduate program and support completion of his graduate degree.

Proposed Interventions to Improve Performance:

Date: Jan 2023

Target Date: June 2023

First Step: I asked Mr. Gabunada re: status of his graduate studies.

Result: Mr. Gabunada was unable to complete his degree as previously planned because of changes in Graduate advisory committee.

Date: July 2023

Target Date: December 2023

Next Step: Follow up the status of Mr. Gabunada's requirements for completion.

Outcome: Mr. Gabunada has coordinated with his new Graduate advisory committee for his upcoming dissertation defense scheduled on August 2023.

Final Step/Recommendation: Follow up the status of Mr. Gabunada's requirements for completion.

Prepared by:

MA. THERESA P. LORETO
Dean, College of Arts and Sciences

Conforme:

LOURD FRANZ M. GABUNADA
Name of Ratee Faculty