

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **YHENA L. BANDIBAS**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	50%	4.97 x 50%	2.485
b. Students (50%)	50%	5 x 50%	2.5
Total for Instruction			
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			4.98

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

ADJECTIVAL RATING:

4.98
0

Prepared by:

YHENA L. BANDIBAS

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

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, YHENA L. BANDIBAS, 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 JULY TO DECEMBER 2022.

Yhena L. Bandibas
YHENA L. BANDIBAS

Instructor I

Date: *01/03/23*

Approved:

Elizabeth S. Quevedo
ELIZABETH S. QUEVEDO

Department Head

Date: *01/03/23*

Ma. Theresa P. Loreto
MA. THERESA P. LORETO

College Dean

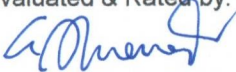
Date: *JAN 01 2023*

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	Timelines	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	34.2	5	5	5	5.00	Chem 131 Chem 127n Chem 120 Chem 123 Chem 192 Chem 200a2
		A10. Number of grade sheets submitted within prescribed period	Prepared gradesheet and submitted on or before deadline	3	10	5	5	5	5.00	Chem 131 (3) Chem 127n (1) Chem 120 (3) Chem 123 (1) Chem 192 (1) Chem 200a2 (1)
		A13. Number of long examinations administered and checked	Administered and checked long examination for subjects taught	6	29	5	5	5	5.00	Chem 131 (12) Chem 127n (5) Chem 120 (6) Chem 123 (4) Chem 192 (2)

	A14 . Number of quizzes administered and checked	Prepared and checked quizzes	15	112	5	5	5	5.00	Chem 131 (45) Chem 127n (12) Chem 120 (39) Chem 123 (10) Chem 192 (6)
	A15 . Number of lab reports and term papers checked and graded	Checked lab reports submitted as required							
PI 8: Number of students advised: *	A16 . Number of students advised:	Acted as academic and thesis adviser	1	3	5	5	4	4.67	EPano DMAndoy KGarma
	A17 . Number of students advised on thesis/ field practice/special problem:								
	As SRC Chairman	Advised and corrected research outline and thesis/SP manuscript	1	5	5	5	5	5.00	MLao DTecson RTDanigoy AMManagbanag MSacay
	As SRC Member	Advised and corrected research outline and thesis/SP manuscript	1	1	5	5	5	5.00	OVertudazo
	A18 . Number of students entertained for consultation purposes	Entertained students consulting on subject taught, thesis and grades	50	200	5	5	5	5.00	BSAgriculture Bschemistry
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							
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							
	On-line ready courseware	Prepared Instructional module/laboratory guide/workbook or a combination thereof							

		Supplemental learning resources	Prepared Power Point presentation, video clips, and reading assignments depending on course taught	15	55	5	5	5	5.00	Chem 131 (7) Chem 127n (21) Chem 120 (16) Chem 123 (9) Chem 192 (2)
		Assessment tools	Prepared assessment tools such as long exams, quizzes, and practice exercises	21	141	5	5	5	5.00	Chem 131 (57) Chem 127n (17) Chem 120 (45) Chem 123 (14) Chem 192 (8)
		A 24 : Number of virtual classroom created and operational	Created virtual classroom using either Moodle or Google Classroom	3	6	5	5	5	5.00	Chem 131 Chem 127n Chem 120 Chem 123 Chem 192 Chem 200a2
UMFO 3 . RESEARCH SERVICES										
UMFO 4. EXTENSION SERVICES										
UMFO 5. SUPPORT TO OPERATIONS										
	OVPI MFO 4. Program and Institutional Accreditation Services									
UMFO 6. General Admin. & Support Services										
	Total Over-all Rating								54.67	
	Average Rating								4.97	
	Adjectival Rating								O	

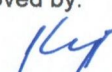
Evaluated & Rated by:


ELIZABETH S. QUEVEDO
 Department Head
 Date: 1/03/23

Recommending Approval


MA. THERESA P. LORETO
 Dean, CAS
 Date: JAN 04 2023

Approved by:


BEATRIZ S. BELONIAS
 Vice President for Academic Affairs
 Date:

YLB

Average Rating (Total Over-all rating divided by		4.98
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.98
ADJECTIVAL RATING		0

Comments and Recommendation for Development Purpose:
Finish the MS in Chemistry program as soon as possible;
Submit research proposal for internal/external/ international funding

Evaluated & Rated by:



ELIZABETH S. QUEVEDO

Head, DoPAC

Date: 01/03/23

Recommending Approval:



MA. THERESA P. LORETO

Dean, CAS

Date: JAN 04 2023

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
/	2nd	
/	3rd	
/	4th	

Name of Employee: YHENA L. BANDIBAS


Head of Office: ELIZABETH S. QUEVEDO

Number of Personnel: 1

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Moodle Classrooms for subjects taught are created and updated; Teaching and Learning materials are uploaded to the Moodle Classrooms; and Advised to finish the MS program the soonest time possible	Ensure that face-to-face classes are held regularly.			September, 2022
Coaching	Advised to give more real time activities to encourage students' participation during classes	Advised to submit research proposal for possible funding to external /international funding agencies			

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

Conducted by:


ELIZABETH S. QUEVEDO
 Immediate Supervisor

Noted:


MA. THERESA P. LORETO
 Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: YHENA L. BANDIBAS

Performance Rating: _____

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

Proposed Interventions to Improve Performance:

Date: January, 2023

Target Date: June, 2023

First Step:

Prepare and update learning materials for chemistry subjects to be taught in the 2nd Semester AY 2022-2023, hold classes regularly, follow up student performance constantly, more attendance to chemistry-related trainings/workshop/conferences for professional development and finish MS in Chemistry the soonest time possible.

Results:

Meets the QS for tertiary instruction

Date: _____

Target Date: _____

Next Step:

Outcome: _____

Final Step/Recommendation:

Prepared by:



ELIZABETH S. QUEVEDO

Unit Head

Conforme:



YHENA L. BANDIBAS

Name of Ratee Faculty/Staff