

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **JAILENN JANNARAIN S. PURAY**

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%	2.49
b. Students (50%)	50%	4.14 4.10 x 50%	2.05 2.05
Total for Instruction	100%		4.54 4.54
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			4.54 4.56

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

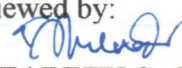
ADJECTIVAL RATING:

~~4.54~~ 4.56
VS


Prepared by:


JAILENN JANNARAIN S. PURAY
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, JAILENN JANNARAIN S. PURAY, 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.

JAILENN JANNARAIN S. PURAY

Instructor I

Date:

Approved:

ELIZABETH S. QUEVEDO

Department Head

Date: *July 5, 2022*

MA. THERESA 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	21.9	5	5	5	5.00	Chem 138.1, Chem 143.1 Chem 113.1, PhSc 108
		A10. Number of grade sheets submitted within prescribed period	Prepared gradesheet and submitted on or before deadline	4	8	5	5	5	5.00	Chem 138.1 (3), Chem 143.1 (2), Chem 113.1 (1) PhSc 108 (1), Chem 200a (1)
		A13. Number of long examinations administered and checked	Administered and checked long examination for subjects taught	5	16	5	5	5	5.00	Chem 138.1 (3), Chem 143.1 (3), Chem 113.1 (3) PhSc 108 (7)
		A14. Number of quizzes administered and checked	Prepared and checked quizzes for lec and lab	40	65	5	5	5	5.00	Chem 138.1 (18), Chem 143.1 (15), Chem 113.1 (12), PhSc 108 (20)
		A15. Number of lab reports and term papers checked and graded	Checked lab reports and term papers submitted as required	50	270	5	5	4	4.67	Chem 138.1 (108), Chem 143.1 (92), Chem 113.1 (70),
	PI 8: Number of students advised: *	A16. Number of students advised:	Acted as academic adviser to students							

		A17 . Number of students advised on thesis/ field practice/special problem:			2						Lao, Sacay
		As SRC Chairman	Advised, and corrected research outline and thesis/SP manuscript								
		As SRC Member	Advised and corrected research outline and thesis/SP manuscript								
		A18 . Number of students entertained for consultation purposes	Entertained students consulting on subject taught, thesis and grades	50	60	5	5	5	5.00	BSChem, BSBiotech, BSAP, BSBio, BSEd-Sci	
	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, movie clips, reading assignments depending on course taught	15	20	5	5	5	5.00	Chem 138.1 (5), Chem 143.1 (5), Chem 113.1 (4), PhSc 108 (6)	
		Assessment tools	Prepared assessment tools such as long exam, quizzes, problems sets, etc.	30	35	5	5	5	5.00	Chem 138.1 (10), Chem 143.1 (8), Chem 113.1 (5), PhSc 108 (12)	
		A 24 : Number of virtual classroom created and operational	Created virtual classroom using either Moddle or Google Classroom	2	3	5	5	5	5.00	Chem 138.1, Chem 143.1, Chem 113.1	

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					
		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					
		On program accreditations							
		On institutional accreditations							
UMFO 6. General Admin. & Support Services									
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provided customer friendly frontline services to clients	Zero % complaint					
	Total Over-all Rating				45	45	44	44.67	
	Average Rating				5	5	4.9	4.97	
	Adjectival Rating							O	

Evaluated & Rated by:

Elizabeth S. Quevedo
ELIZABETH S. QUEVEDO
 Department Head
 Date: *July 5, 2022*

Recommending Approval

MA. Theresa P. Loreto
MA. THERESA P. LORETO
 Dean, CAS
 Date:

Approved by:

Beatriz S. Belonias
BEATRIZ S. BELONIAS
 Vice President for Instruction
 Date:

Pway

Average Rating (Total Over-all rating divided by		4.97
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.97
ADJECTIVAL RATING		0

Comments and Recommendation for Development Purpose:
Pursue MS in Chemistry

Evaluated & Rated by:


ELIZABETH S. QUEVEDO

Head, DoPAC

Date: July 5, 2024


Recommending Approval:


MA. THERESA P. LORETO

Dean, CAS

Date: _____

Approved by:


BEATRIZ S. BELONIAS

VP for Academic Affairs

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: JAILANNE JANNARAIN S. PURAY

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 synchronous classes and pursue graduate study as soon as possible				March, 2022
Coaching	Advised to give more real time activities to encourage students' participation during online classes				

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: JAILENN JANNARAINÉ S. PURAY

Performance Rating: _____

Aim: Aspire for outstanding student rating

Proposed Interventions to Improve Performance:

Date: July 2022

Target Date: December 2022

First Step:

Prepare and update learning materials for chemistry subjects to be taught in the 1st
Semester AY 2022-2023, conduct synchronous classes regularly, constant follow up of student's
performance and pursue MS in Chemistry

Results:

Meets the QS for tertiary instruction

Date: _____

Target Date: _____

Next Step:

Outcome: _____

Final Step/Recommendation:

Prepared by:



ELIZABETH S. QUEVEDO
Unit Head

Conforme:



JAILENN JANNARAINÉ S. PURAY
Name of the Ratee Faculty