



SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Exhibit

Name of Faculty Member: MA. NENA Q. RAMOS

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)		4.88	
b. Students			
Total for Instruction	80%	4.88	3.90
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		0.00	
Total for Research	0	0.00	0.00
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)	5%	0.00	
Total for Extension		0.00	0.00
4. Support to Operation	15%	4.83	0.73
5. Administration	5%	5.00	0.25
TOTAL			4.88

EQUIVALENT NUMERICAL RATING: 4.88

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.88

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

MA. NENA Q. RAMOS

Name of Faculty

Reviewed by:

EUSEBIO R. LINA JR.

Department Head

Recommending Approval:

CANDELARIO L. CALIBO

Dean, CAS

Approved:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs



"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MA. NENA Q. RAMOS, a faculty member of the DEPARTMENT OF MATHEMATICS AND PHYSICS 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 JAN- JUNE 2020.

MA. NENA Q. RAMOS

Assoc Professor

Date: 11/19/2020

Approved:

Eusebio R. Lina Jr.

DR. EUSEBIO R. LINA JR.

Department Head

Date: 11/20/2020

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 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Teachers: Math 108n (2 lecs), Math 121n (1 lec and 1 lab), Math 109n (1 lec)	18	24.35 (TL)	5	5	5	5.00	Teachers: Math 108n (2 lecs), Math 121n (1 lec and 1 lab), Math 109n (1 lec)
		PI 2. Number of instructional								
		New Course Outline	Prepares new course outline	1	1	5	5	5	5.00	Math 163 (Stat Theory) for Ched
		New syllabi OBE	Prepares new syllabi	1	1	5	5	5	5.00	Math 163 (Stat Theory) for Ched
		Revised syllabi	Revised syllabi							
		New lab. manual	Revises one (1) lecture manual							
		Revised Lab. Manual	Revises one (1) laboratory manual							
		New course outline	Prepares and compiles two (2) course outline							
		Revised course outline	Prepares and compiles one (1) course outline	1	1	5	5	4	4.67	Math 121n

		<i>Revised Lecture</i>	Revised manual	2	2	5	4	5	4.67	Math 121n and Math 108n
		<i>New Powerpoint lecture</i>	Prepares powerpoint	1	ongoing					to be accomplished during the next half of
		<i>Revised Powerpoint lecture</i>	Revised PowerPoint presentation		1	5	5	5	5.00	Math 108n
		A12 . Number of trainings/seminars attended related to instruction	Attend mandated trainings/seminars	2	6	5	5	5	5.00	Training on Google Classroom by VSU and Webinar Series by EVHEIs
		A13 . Number of long examinations administered and	Administers and checks long examination for subjects taught	2	7	5	5	4	4.67	Math121n (2), Math108n(3), Reexams(2)
		A14 . Number of quizzes administered and	Prepares and checks quizzes for lec and lab	5	7	5	5	5	5.00	Math121n (3), Math108n(4)
		A15 . Number of lab reports and term papers	Checks lab reports and term papers submitted as required		4	5	5	4	4.67	Lab exercises for Math 121n
	PI 8 : Number of students advised: *	A16 . Number of students advised:	<i>Acts as academic advisor to students</i>							
		A17 . Number of students advised on thesis/ field practice/special								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript							
		A18 . Number of students entertained for	Entertains students consulting on subject taught, thesis and grades	5	10	5	5	5	5.00	Math121n_INC (3), Math109n_INC(5), Math11_INC(2)
	PI 9 : Number of student organizations advised/ assisted *	A19 . Number of Student organizations	Advises student organizations recognized by USOO							
		A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							

	PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed	Prepares and submits for review by the Technical Review Panel	1	ongoing						to be accomplished during the next half of the year
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	ongoing						to be accomplished during the next half of the year
		Supplemental learning materials	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught								
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	ongoing						to be accomplished during the next half of the year
		A 23 : Number of on-line course ware reviewed by TRP	Submits the course ware duly reviewed by TRP for editing by MMDC editor								
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	ongoing						to be accomplished during the next half of the year
	PI 11. Additional outputs	A 25. Number of Additional outputs									
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation								
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU								
		A 26. Other outputs implementing the	Designs experiential learning activities and other outputs to implement new normal								
									Total	53.67	

UMFO 3 . RESEARCH SERVICES

UMFO 3 . RESEARCH SERVICES										
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A27. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	Conducts research for possible utilization by industry or other beneficiaries							
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the	Conducts and completes research oroject within the year							
	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							
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional</i>								
	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 scienfic for a/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and	Prepares research proposals, submits and follows up its approval for immediate implementation							
	PI 6. Additional outputs*	A 32. No. of research-related								
		A 33. Number of journal articles/scientific paper received and reviewed as peer	Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper							
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							

		A 35. Other outputs implementing the new normal due to	Designs research related activities and other outputs to implement new normal							
UMFO 4. EXTENSION SERVICES										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders	Identifies and links with probable partners for extension activities and maintains this active partnership							
	PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of	Conducts trainings among beneficiaries of technologies for transfer							
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implementes duly approved extension projects							
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	A 39. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of	Provides quality and relevant training courses and advisory services							
	PI 5. Number of technical/expert services	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	<i>Research Mentoring</i>	<i>Research Mentor</i>								
	<i>Peer reviewers/Panelists</i>	<i>Peer reviewers/Panelist</i>								
	<i>Resource Persons</i>	<i>Resource Persons</i>								
	<i>Convenor/Organizer</i>	<i>Convenor/Organizer</i>								

	Consultancy	Consultant								
	Evaluator	Evaluator								
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extrn.								
		A 43. Other outputs implementing the	Designs extension related activities and other outputs to implement new normal							
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*	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	4	4.67	
		A 45. Compliance to all requirements of the program and institutional	Prepares required documents and complies all requirements as prescribed in the accreditation tools	95% complaint	100% complaint	5	5	5	5.00	
		On program accreditations								
		On institutional accreditations								
						Total			9.67	

UMFO 6. General Admin. & Support Services										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint	0% complaint	5	5	5	5.00	
	PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best	Initiates/introduces improvements in performing functions resulting to best practice						0.00	
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal						0.00	
						Total			5.00	
	Total Over-all Rating								68.33	
	Average Rating								4.88	
	Adjectival Rating								O	

Average Rating (Total Over-all rating divided by 4)	4.88	Comments & Recommendations for Development Purpose: <i>Engage in research and extension activities.</i>
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING	4.88	
ADJECTIVAL RATING	Outstanding	

Evaluated & Rated by: *Eusebio R. Lina, Jr.*

EUSEBIO R. LINA, JR.

Department Head

Date: *11/20/2020*

Recommending Approval

CANDELARIO L. CALIBO

Dean,

Date: *12/9/20*

Approved by:

BEATRIZ S. BELONIAS

Vice President for Instruction

Date: *12/9/20*

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Prof. Ma. Nena Q. RamosPerformance Rating: OutstandingAim: Encourage her to be involved in formulating research and extension project proposals.Date: March 2020Target Date: One year from this date

First Step:

Send her to trainings/seminars/workshops/fora related to research and extension activities.

Result:

Attendance in research and extension related trainings/seminars/workshops/fora. This will expose her to these engagements and will motivate her to do research and be involved in extension projects.

Date: Throughout the school year

Target Date: End of SY 2020-2021

Next Step: Advise her to co-author draft research or extension project proposal.

Outcome: Research/project proposal

Final Step/Recommendation: Instruct her to submit the research/project proposal to the OVPRE for approval and possible funding.

Prepared by:

Eusebio R. Lina, Jr.
DMP Head

Conforme:

MA. NENA Q. RAMOS
Ratee