

# Exhibit K

## SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **YSSAKHAR A. SALAS**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction	50%	50%	
a. Head/Dean (50%)	100% <i>Tr</i>	4.96 x 100% <i>Tr</i>	4.96 <i>2.48 Tr</i>
b. Students (50%)	50%	4.43 x 50%	2.21
Total for Instruction	100%		
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			<i>Tr</i> 4.96 4.69

### EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

ADJECTIVAL RATING:

*Tr* 4.96 4.69  
Outstanding

Prepared by:

**YSSAKHAR A. SALAS**  
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, YSSAKHAR A. SALAS, 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.

**YSSAKHAR A. SALAS**

Instructor I

Date: June 30, 2022

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	16.5	5	5	5	5.00	Chem 140 (2), Chem 140.1 (2), Chem 141.1(3)
		A10. Number of grade sheets submitted within prescribed period	Prepared gradesheet and submitted on or before deadline	3	8	5	5	5	5.00	Chem 140 (2), Chem 140.1 (2), Chem 141.1(3) and Chem 200a1 (1)
		A13. Number of long examinations administered and checked	Administered and checked long examination for subjects taught	4	14	5	5	5	5.00	Chem 140 (2), Chem 140.1 (2), Chem 141.1(3)
		A14. Number of quizzes administered and checked	Prepared and checked quizzes for lec and lab	10	44	5	5	5	5.00	Chem 140 (32), Chem 140.1 (6), Chem 141.1(6)
		A15. Number of lab reports and term papers checked and graded	Checked lab reports and term papers submitted as required	30	751	5	5	4	4.67	Chem 140.1 (279), Chem 141.1(472)

PI 8: Number of students advised: *	A16. Number of students advised:	Acted as academic adviser to students	0	3					Jaguines, Mondragon and Tanaid
	A17. Number of students advised on thesis/ field practice/special problem:								
	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	25	123	5	5	5	5.00	BSFT, BSBioTech and BSChem
PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advised student organizations recognized by USSO							
	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	10	23	5	5	5	5.00	Chem 140 (8), Chem 140.1 (8), Chem 141.1(7)
	Assessment tools	Prepared assessment tools such as long exam, quizzes, problems sets, etc.	10	58	5	5	5	5.00	Chem 140 (46), Chem 140.1 (5), Chem 141.1(7)

		<b>A 24 :</b> Number of virtual classroom created and operational	Created virtual classroom using either Moodle or Google Classroom	2	3	5	5	5	5.00	Chem 140 (1), Chem 140.1 (1) and Chem 141.1(1)
<b>UMFO 3 . RESEARCH SERVICES</b>										
<b>UMFO 4. EXTENSION SERVICES</b>										
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
	<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>									
	<b>PI 8.</b> 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*	<b>A 44.</b> 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						
		<b>A 45.</b> Compliance to all requirements of the program and institutional accreditations:	Prepared required documents and complied all requirements as prescribed in the accreditation tools	100% compliant						
		On program accreditations								
		On institutional accreditations								
<b>UMFO 6. General Admin. &amp; Support Services</b>										
	<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provided customer friendly frontline services to clients	Zero % complaint						
	<b>Total Over-all Rating</b>					45	45	44	44.67	
	<b>Average Rating</b>					5	5	4.9	4.96	
	<b>Adjectival Rating</b>									

Evaluated & Rated by:

ELIZABETH S. QUEVEDO

Department Head

Date: July 5, 2022

Recommending Approval

MA. THERESA P. LORETO

Dean, CAS

Date:

Approved by:

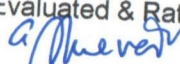
BEATRIZ S. BELONIAS

Vice President for Instruction

Date:

Average Rating (Total Over-all rating divided by		4.96
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.96
ADJECTIVAL RATING		0

Comments and Recommendation for Development Purpose:
Attend trainings and seminars for CPD points and conduct research publish research outputs

Evaluated & Rated by:  
  
**ELIZABETH S. QUEVEDO**  
 Head, DoPAC  
 Date: July 5, 2022

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: YSAKHAR A. SALAS


Head of Office: ELIZABETH S. QUEVEDO

Number of Personnel: 1

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Ensure that online synchronous classes are held regularly;  Extension activities are conducted  Research outputs are published				April, 2022
Coaching	Advised to give more real time activities to encourage students' participation				

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

Conducted by:

  
ELIZABETH S. QUEVEDO  
Head, DoPAC

Noted:

  
MA. THERESA P. LORETO  
Dean, CAS

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: YSSAKHAR A. SALAS

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 chemistry subjects to be taught in the 1<sup>st</sup> Semester AY 2022-2023, hold synchronous classes regularly, follow up student performance constantly, publish research paper and submit research and extension proposal for funding

Results:

\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

Target Date: \_\_\_\_\_

Next Step:


\_\_\_\_\_  
\_\_\_\_\_

Outcome: \_\_\_\_\_


Final Step/Recommendation:

\_\_\_\_\_

Prepared by:

  
ELIZABETH S. QUEVEDO  
Unit Head

Conforme:

  
YSSAKHAR A. SALAS  
Name of Ratee Faculty/Staff