SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: <u>Ms. Lovely Mae S. Estor</u>

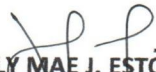| Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.42	
b. Students (50%)		2.50	
TOTAL for Instruction	85%	4.92	4.18
2. Research	0%	0	0
3. Extension	0%	0	0
4. Support of Operation	10%	4.67	0.47
5. Administration	5%	5.00	0.25
TOTAL			4.90

EQUIVALENT NUMERICAL RATING: 4.90
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: 4.90

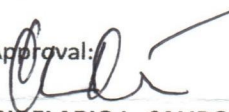ADJECTIVAL RATING: <u>Outstanding</u>

Prepared by:

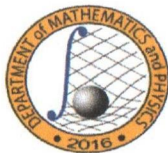**LOVELY MAE J. ESTOR**
Name of Faculty

Reviewed by:

CLIMACO D. ESPINA JR.
Department Head

Recommending Approval:

CANDELARIO L. CALIBO
Dean, CAS

Approved by:

BEATRIZ S. BELONIAS
Vice President for Instruction

Visayas State University

College of Arts and Sciences

DEPARTMENT OF MATHEMATICS AND PHYSICS

Visca, Baybay City, Leyte

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **LOVELY MAE J. ESTOR**, of the DEPARTMENT OF MATHEMATICS AND PHYSICS, Colleges of Arts and Sciences commit to the deliver and agree to be rated on the attainment of the following target in accordance with the indicated measures for the period Janary 1, 2019 to June 31, 2019

LOVELY MAE J. ESTOR	**CLIMACO D. ESPINA JR.**
Substitute Instructor	Department Head
Date: 11/18/19	Date: _____

Rating Equivalents:
5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory
2 - Fair

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	Remarks
MF01	Higher Education Services	PI 1. Number of FTE	Instruction	Teaches: 2nd sem. SY 2018-2019= Math 11n (6 lecs.), Math 12 (2 lecs.), Math114n (1 lec)	18	42.00	5	5	5	5.00	Teacher's leave
		PI 2. Number of instructional materials developed	Preparation/ Revising/ Encoding/								
		New Course Outline	Instruction	Prepares new course	1	1	5	5	4	4.67	Math 114n
		New syllabi OBE		Prepares new syllabi	1	1	5	5	4	4.67	Math 114n
		Revised syllabi		Revised syllabi	1	1	5	5	4	4.67	Math 11n
		New Lecture		Prepares new manual	1	1	5	5	4	4.67	Math 114n
		New Powerpoint lecture presentation (per course)		Prepares powerpoint	1	4	5	5	5	5.00	2nd Sem SY 2018-2019 subjects
		PI 3. Additional outputs									
		Numbers of hours checking papers per week		Checked papers	2	6 hrs.	5	5	5	5.00	2nd Sem SY 2018-2019 subjects

							1	2	3		
-		*Numbers of hours class preparation per week*		Prepared class preparation	2	6 hrs.	5	5	5	5.00	2nd Sem SY 2018-2019 subjects
						Total points				38.67	
MFO 5	**Support to Operations**	PI.2 Number of hours spent for student	Support to students	Entertained students	30	60	5	5	4	4.67	regarding subject matters, grades
		P.3 Additional Outputs									
						Total points				4.67	
MFO 6	**General Admin. & Support Services**										
	Efficient & Constumor	Zero percent complaint from clients	General services	Entertains clients	0% complai	0% no valid complaint	5	5	5	5.00	Students, Parents, Faculty & Staff
						Total points				5.00	
	Total Over-all									48.33	
	Average Rating									4.83	
	Adjectival Rating									O	

Average Rating (Total Over-all rating divided by	4.83		Comments & Recommendations for Development Purpose:	
Additional Points:				
Punctuality			KEEP IT UP!	
Approved Additional points (with copy of				
FINAL RATING	4.83			
ADJECTIVAL RATING				

Evaluated and Review:

CLIMACO D. ESPINA, JR.
Dept. Head/Unit Head
Date: _____

Recommending Approval:

CANDELARIO L. CALIBO
Dean, CAS
Date: _____

Approved:

BEATRIZ S. BELONIAS
Vice President for Instruction
Date: _____

1 - Quality   2 - Efficiency   3 - Tmeliness   4 - Average

PERFORMANCE MONITORING FORM

Name of Employee: __MS. LOVELY MAE ESTOR__

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommen-dation
1.	Teaches: 2nd sem. SY 2018-2019= Math 11n (6 lecs.), Math 12 (2 lecs.), Math114n (1 lec)	Regular attendance in the assigned classes, grade sheet per courses taught, and good result of student performance evaluation	Jan. 2019	June 2019	June 2019	Impressive	Outstanding	Improve performance with respect to students' comments on TPES.
2.	Assist students through advising and students consultation	Improved student performance	Jan. 2019	June 2019	June 2019	Impressive	Outstanding	Provide more interventions for the improvement of students
3.	Develop/Revise syllabi	Copy of teaching manuals in Math 11n, Math 12	Jan. 2019	June 2019	June 2019	Impressive	Outstanding	Follow the format prescribed by MMDC
4.	Submission of midterm grades and final grades	Grades submitted to registrar	Jan. 2019	March 2019	March 2019	Impressive	Outstanding	Perform functions duly assigned to her
5.	Perform other functions assign by the head	Reports	Jan. 2019	March 2019	March 2019	Impressive	Outstanding	

*   Either very impressive, impressive, needs improvement, poor, very poor
** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

CLIMACO D. ESPINA, JR.
Unit Head

EXHIBIT L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: LOVELY MAE J. ESTOR

Performance Rating: Outstanding

Aim: Encourage her to make research/extension project proposals.

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: _____   Target Date: One year from date of intervention

First Step:

     Endorsed her to the Scholarship Committee for study leave with pay.

Result: She will be able to pursue the PhD Mathematics Program by August 2020.
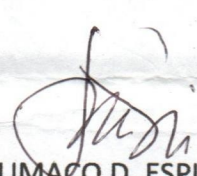
Date: _____   Target Date: End of first semester

Next Step: To continue giving her moral support in her studies until targeted date of full completion of studies in June 2023.
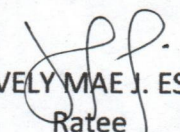
Outcome: Good grades

Final Step/Recommendation:

Prepared by:

CLIMACO D. ESPINA JR.
DMP Head

Conforme:

LOVELY MAE J. ESTOR
Ratee