



SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Exhibit

Name of Faculty Member: **Raymund M. Igcasama**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)		4.90 4.72 <i>Chin</i>	
b. Students			
Total for Instruction	80%	4.90 4.72 <i>Chin</i>	3.92 3.78 <i>Chin</i>
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		4.67	
Total for Research	5%	4.67	0.23
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)	5%	5.00	
Total for Extension		5.00	0.25
4. Support to Operation	5%	4.75	0.24
5. Administration	5%	5.00	0.25
TOTAL			4.89 4.75 <i>Chin</i>

EQUIVALENT NUMERICAL RATING:

~~4.89~~ 4.75 *Chin*

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

~~4.89~~ 4.75

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

RAYMUND M. IGCASAMA

Name of Faculty

Reviewed by:

EUSEBIO R. LINA JR.

Department Head

Recommending Approval:

MA. THERESA P. LORETO

Dean, CAS

Approved:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs



Visayas State University
College of Arts and Sciences
DEPARTMENT OF MATHEMATICS AND PHYSICS
Visca, Baybay City, Leyte



"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Raymund M. Igcasama, 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 JUL-DEC 2020

RAYMUND M. IGCASAMA
Instructor I
Date: 1/27/2021

Approved:
DR. EUSEBIO R. LINA JR.
Department Head
Date: 1/29/2021

DR. MA. THERESA P. LORETO
College Dean
Date: 3/30/2021

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicator 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										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned		NA					
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students		NA					
		A3 . Number of students advised on thesis/special problem/dissertation			NA					
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript		NA					
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript		NA					

		<u>A4</u> . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty		NA					
	<u>PI 9</u> : Number of instructional materials developed *	<u>A5</u> . Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems		NA					
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof		NA					
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught		NA					
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets,		NA					
		A 6 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor		NA					
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom		NA					
	<u>PI 10</u> . Additional outputs:	<u>A 8. Other outputs implementing the new normal due to covid 19</u>	Designs experiential learning activities and other outputs to implement new normal		NA					
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	<u>PI 5</u> : Total FTE, coordinated, implemented and monitored *	<u>A9</u> . Actual Faculty's FTE	Handles and teaches courses assigned	36	50.1	5	5	5	5.00	(TL) Math11n, Math112n, Math14, BMath 002, NSTP-CWTS

		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	0	0					
		A11. Number of INC forms with grade submitted within prescribed period	Facilitates students in their completion of the subject and submits completion forms with grade within prescribed period	1	7	5	5	5	5.00	Math 11n
		A12. Number of trainings attended related to instruction	Attend mandated trainings	1	4	5	5	5 4 Chink.	5.00 9.67	Webinar on Introduction to Copyright and Fair Use for Educators, Webinar on Table of Specifications and Test Item Analysis, VSU E-Learning Environment Training – Workshop Series, Creating Mobile App for Science and Mathematics Instruction Using MIT App Inventor
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	0	0					
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	0	0					

		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	0	0					
	PI 8: Number of students advised: *	A16 . Number of students advised:	Acts as academic advisor to students		NA					
		A17 . Number of students advised on thesis/ field practice/special problem:			NA					
		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript		NA					
		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript		NA					
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	15	70	5	5	5	5.00	Math11n, Math112n, Math14, BMath 002, NSTP-CWTS
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO	1	2	5	5 4.5	5 4.5	4.67 5.00	CAS-SSC, USSC
		A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	2	5	5	5	5	5.00	USSC General assembly, USSC Council's Meetings, CAS SSC Meetings, Students' Orientation
	PI 10: Number of instructional materials developed *	A21 : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	2	5	4	5	4.5	4.50	Math 112n, Bmath 002, Math11n, Math 14, CWTS

		Supplemental learning resource	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	5	15	5	4.5	5 4	4.83 4.5 think.	Math 112n, Bmath 002, Math11n, Math 14, CWTS
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	3	5	5	5 4	4.5 think.	4.83 4.5	Problem sets, Poster, essay, reflection paper, video presentation
		A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	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	2	5	5	5 4.5	4.5 think.	4.67 4.83	Math 112n, BMath 002, Math11n, Math 14, CWTS
	PI 11 . Additional outputs	A 25 . Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	1	2	5	5 4	5 think.	4.67 5.00	BS Math and BS Applied Physics CHED Documents, ISO
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	0	0					
		A 26 . Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	1	4.00	5	4.5	5 4	4.5 think. 4.83	NSTP-CWTS Training Modules, Webinar Trainings, Developmental Radio Program, Delivery Team for Modules
						Total			58.83	

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		NA					
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research or project within the year		NA					
	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>		0	1	5	4	5	4.67	Igcasama, R. M. (2020). Evaluation of PhotoMath in Teaching Elementary Algebra. Journal of Education Research and Evaluation, 4(4).
		<i>In refereed nat'l/regional journals</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 scientific fora/conferences	0	0					
		<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 research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate							
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)		0	0					

		A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer	Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed	0	0					
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output	0	0					
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	0	0					
						Total			4.67	
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 facilitated and maintained	Identifies and links with probable partners for extension activities and maintains this active partnership	0	0					
	PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	0	0					
	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	Implements duly approved extension projects	0	0					
	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 quality and relevance	Provides quality and relevant training courses and advisory services	0	0					
	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							

	Research Mentoring	Research Mentor		1	4	5	5	5	5.00	Junior High School Research
	Peer reviewers/Panelists	Peer reviewers/Panelists		0	0					
	Resource Persons	Resource Persons		0	0					
	Convenor/Organizer	Convenor/Organizer		0	0					
	Consultancy	Consultant		0	0					
	Evaluator	Evaluator		0	0					
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	0	0					
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *		0	0					
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	1	1	5	5	5	5.00	Mathsaya @ DYDC
						Total			10.00	

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	5	5	4.5	4.83	
	A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools		100% complaint	5	4	5	4.67	
	On program accreditations								
	On institutional accreditations								
					Total			9.50	

UMFO 6. General Admin. & Support Services (GASS)										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint	5	5	5	5.00	
	PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *	Initiates/introduces improvements in performing functions resulting to best practice	0	0					
		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	0					
						Total			5.00	
	Total Over-all Rating								88.00	
	Average Rating								4.89	4.75 EWRB.
	Adjectival Rating								0	

Average Rating (Total Over-all rating divided by 4)	4.89
Additional Points:	
Punctuality	
Approved Additional points (with copy of approval)	4.89
FINAL RATING	Outstanding
ADJECTIVAL RATING	

Comments & Recommendations for Development Purpose:

Complete your master's degree.

Evaluated & Rated by:

Eusebio R. Lina, Jr.
EUSEBIO R. LINA, JR.
 Department Head
 Date: 1/29/2021

Recommending Approval

MA. Theresa P. Loreto
MA. THERESA P. LORETO
 Dean, CAS
 Date: 3/30/2021

Approved by:

Beatriz S. Belonias
BEATRIZ S. BELONIAS
 Vice President for Academic Affairs
 Date: 4/5/21

EXHIBIT L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: RAYMUND M. IGCASAMA

Performance Rating: Outstanding

Aim: Encourage him to pursue graduate studies in mathematics

Date: Target Date: One year from date of intervention

First Step:

Endorsed his status from temporary to permanent to the Academic Personnel Committee.
Endorsed him to finish his Masteral.

Result: He will be able to have a permanent position.


Date: Target Date: End of second semester

Next Step: To continue giving his moral support in teaching.

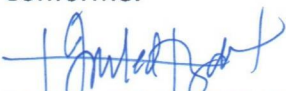
Outcome: High moral

Final Step/Recommendation: NA

Prepared by:


EUSEBIO R. LINA, JR.
DMP Head

Conforme:


RAYMUND M. IGCASAMA
Ratee