

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

Name of Faculty Member: **Maria Louella C. Tambis (January – June 2021)**

Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical
(1)	(2)	(3)	(2x3)
1. Instruction	40%		
a. Head/Dean (50%)		4.5 (.50) = 2.3	0.92
b. Students (50%)		5.0 (.50) = 2.5	1.0
Total for Instruction		4.85 (.40)	1.92
2. Research	-	-	-
3. Extension	-	-	-
4. Administration (Admin. Support Services)	60%	4.62	2.77
TOTAL	100%		4.69

EQUIVALENT NUMERICAL RATING:

4.69

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.69


ADJECTIVAL RATING:

OUTSTANDING

Prepared by:


MARIA LOUELLA C. TAMBIS
Name of Faculty

Reviewed by:


ALAN B. LORETO
Director for Innovation

Recommending Approval:


MARIA JULIET C. CENIZA
Chairman, PMT

Approved:


MARIA JULIET C. CENIZA
Vice President for RDEI

Visayas State University
OFFICE OF THE VICE PRESIDENT FOR RESEARCH AND EXTENSION
Visca, Baybay City, Leyte

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (IPCR)

I, **MARIA LOUELLA C. TAMBIS**, Office of the Director for Innocvaston/ITSO , commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **JANUARY-JUNE 2021**.

MARIA LOUELLA C. TAMBIS

Instructor I

Date: 9/28/21

ALAN B. LORETO

Director for Innovation

Date: 9/29/21

MFO No.	MFO Description	Success Indicator (SI)	Task Assigned	Target (Jan-Dec)		Rating				Remark
					Actual Accomplishment (Jan-Jun 2021)	Quality	Efficiency	Timeliness	Average	
UFMO 2: Higher Education Services										
MFO 1. Curriculum Program Management System										
	PI 1: Total FTE monitored	Handled/taught subjects/courses	2 (6 units)	9.32	4.5	4.5	4.6	4.5	Mgmt 145 & Tech 101	
	PI 5: Number of instructional materials developed	Develops learning guide/insitructional materials	1	-	-	-	-			
	Number of grade sheets submitted within prescribed period	Prepared gradesheet and submits on or before deadline	2	3	4.5	4.5	4.5	4.5		
	Number of long examinations administered and checked	Administers and checks long examination for subjects taught	8	3	4.6	4.6	4.6	4.6		
	PI 7: Number of virtual classrooms created and operationalized	Created virtual classrooms	1	2	4.6	4.6	4.6	4.6		

UFMO 3: Research and Innovation Services									
Research	PI 1. Number of research outputs in the last three (3) years utilized/ commercialized by the industry or by other beneficiaries *	Coordinated with TBI project team regarding IP protected technologies for transfer and commercialization/utilization	100%	100%	5.0	5.0	5.0	5.0	
	<u>Additional Output:</u>								
	PI 4: Number of faculty/researchers availed the VSU publication incentive	- Receives/consolidates/prepares the List of Publication incentive (PI) applications for validation and approval of PI Committee -Organizes the Awarding Ceremony for the Publication Incentive	-	-	-	-	-	-	<i>To be implemented in the 3rd/4th quarter of the year</i>
Innovation	PI 1. Number of research proposals aligned to innovative/emerging technologies	-							
	PI 2. Percentage of research outputs identified by in-house evaluators for IP protection are filed within the year (i.e patents, utility model, copyright, trademark)	-Prepared the requirements in filing for IP protection	At least 50%	14	4.8	4.6	4.5	4.6	<i>1-UM & 13-copyright</i>
	PI 3: Number of technologies filed for IP protection monitored and facilitated (on-going prosecutions)	-monitored and updated status of pending IPR applications -coordinated/facilitated issuance of certificates of registration to IPOPHL or DOST-TAPI -updated VSU IP database	47	55	4.6	4.6	4.6	4.6	<i>21 - Registered IPRs 14 - New IP Filings 20- on-going prosecution (5 patents; 14-UMs; 1-trademark)</i>
	PI 4: Number of technology disclosures	Coordinated the conduct of IP Audit to research centers and academic depts monitored submission of Invention Disclosure Form	At least 50%	1	4.0	4.0	4.0	4.0	
	PI 5: Number of patent search conducted	Conducted patent/prior-art search and prepares the patent search report	At least 50%	1	4.0	4.0	4.0	4.0	
	PI 6: Number of researchers assisted in drafting patent claims	Assisted researchers in drafting patent claims and submit to the immediate supervisor for review and approval	At least 50%	2	4.5	4.5	4.5	4.5	

	PI 7. Number of IP-related trainings/ seminars organized , facilitated and conducted; and other seminars organized by Office of the Director for innovation	Drafted training proposal Organized/facilitated the conduct IP related seminar/trainings	15 (ITSO 2.0)	6	4.6	4.6	4.6	4.6	
	Number of faculty/ researchers/ staff attended IP related trainings and seminars (local/national/ international)	Coordinated with concerned researchers attendance to IP related trainings -drafted endorsement	As per invitation	137	4.8	4.8	4.8	4.8	
	Additional Outputs:								
	Number of technologies endorsed to DOST Region for Issuance of Fairness Opinion Report (FOR) by the Fairness Opinion Board	Coordinated with DOST-Region VIII-FOB secretariat re: FOR Prepared the requirements	-	1	4.6	4.6	4.6	4.6	
UFMO 5: Support to Operations (STO)									
MFO 1. Faculty Development Services									
	Additional Outputs:								
	PI 2: Number of webinars attended	Attendance to webinars	As per invitation	6	4.8	4.8	4.8	4.8	National -2; Regional -1 & Local -3
UMFO 6: General Administration and Support Services									
Capability Trainings	PI 1: Number of RDE staff capacitated/ attended trainings (National, international, regional conference)	Attended capability trainings	As per invitation	1	5.0	5.0	5.0	5.0	
Administrative and Facilitative Services	PI 2 Submission of center/unit PPMP for the following year within deadline as prescribed by BAC	Prepares and submits PPMP and PR 2021 using the SPMIS	1	-					To be submitted 3rd/4th quarter this year
	PI 3. Number of university committees/boards/council facilitated/ assisted	Facilitated/documents university committee meetings i.e IPR, publication incentive, etc.	As the need arises	5	4.8	4.8	4.8	4.8	3-Housing & 2-publication incentive
	PI 6: Number of staff meetings conducted	Facilitated/documents OVPREI/ innovation staff meetings	4	6	4.8	4.8	4.8	4.8	ODI and OVPREI meetings

PI 7. Number of documents/reports prepared, reviewed/processed	Drafted communication letters, memorandums, vouchers, annual reports etc.	-	200	4.8	4.8	4.8	4.8	outgoing & incoming communications, reports including vouchers													
Number of clients/ beneficiaries who availed IP-related services eg. IP Advisory; Request IP related-data/survey forms	Provided IP services to clients (walk-in, phone calls, emails) provided IP data information to the requesting party	As requested	11	5.0	5.0	5.0	5.0	IP advisory (3); requested data information (9)													
P1 6: Other tasked assigned by the immediate supervisor	Acted on request as facilitators/documentors on various university wide activities	As requested	-	-	-	-	-														
P1.7 Efficient and customer-friendly frontline service	Provided efficient and customer-friendly frontline service Timely response to request/inquiries from clients; efficient and effective delivery of IP services	Zero percent complaint from clients served		4.5	4.5	4.5	4.5														
<table border="1"> <tr> <td>Total Over-all Rating</td><td>92.7</td><td colspan="7" rowspan="3"> Comments & Recommendations for Development Purpose: Keep up the good work and continue to learn and attend IP trainings and workshops. </td></tr> <tr> <td>Average Rating</td><td>4.635</td></tr> <tr> <td>Adjectival Rating</td><td>OUTSTANDING</td></tr> </table>									Total Over-all Rating	92.7	Comments & Recommendations for Development Purpose: Keep up the good work and continue to learn and attend IP trainings and workshops.							Average Rating	4.635	Adjectival Rating	OUTSTANDING
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Evaluated & Rated by:

Recommending Approval:

Approved:


ALAN B. LORETO

Director for Innovation

Date: 9/30/21


MARIA JULIET C. CENIZA

Vice President for Research, Extension & Innovation

Date: 10/4/21


MARIA JULIET C. CENIZA

Vice President for Research, Extension & Innovation

Date: 10/4/21