

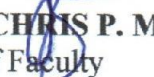
Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **INISH CHRIS P. MESIAS**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)		4.50 4.79	
b. Students		No TPES administered during this period	
Total for Instruction	65%	4.79	3.1135
2. Research	15%	4.95	0.74
3. Extension	15%	5.00	0.75
4. Administration	5%	4.93	0.25
5. Production	0%	0.00	0.00
TOTAL			4.85 4.86

EQUIVALENT NUMERICAL RATING: 4.85
Add: Additional Points, if any: 0.00
TOTAL NUMERICAL RATING: 4.85

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by:


INISH CHRIS P. MESIAS
Name of Faculty


Reviewed by:


IVY C. ELMACE
Department Head

Recommending Approval:


VICTOR B. ASIO
Dean, CAFS

Approved:

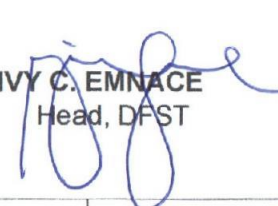

BEATRIZ S. BELONIAS
Vice President for Instruction

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **INISH CHRIS P. MESIAS**, of the Department of Food Science and Technology commits 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 2020**.


INISH CHRIS P. MESIAS
Ratee

Approved:


IVY C. EMNACE
Head, DFST


VICTOR B. ASIO
Dean, CAFS

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO1- Advanced Education Services	PI 1. Number of FTE coordinated and implemented								
MF02 – Higher Education Services	P1. 1. Number of FTE coordinated and implemented	Teaches FTEC 150 -Introduction to poultry/livestock product, processing and preservation (lab & lec) & FTec 131- Food Microbiology (lab)	10	15.35	5	5	5	5.00	
	P1.2. Number of instructional material revised/prepared	Revise powerpoint presentation for Introduction to poultry/livestock product, processing and preservation	5	6	5	5	5	5.00	
		Prepare powerpoint presentation for prelab discussion in Food Microbiology	5	5	5	5	5	5.00	
		Prepare Distance Education-Ready Courseware and Virtual Classroom (midterm coverage only)			4	5	5	4.66	
		➤ Instructional Modules	1	2	4	5	5	4.66	
		➤ Laboratory Guide	1	1	4	5	5	4.66	
			4	9	5	5	5	5.00	

		➤ Assessment Tools (Quizzes, exams, assignment)							
	P1.3. Number of course outline/syllabus updated	Update course outline on Introduction to poultry/livestock product, processing and preservation and course outline on Food Chemistry 1	2	2	5	5	5	5.00	
		Revise course syllabi (FTec 150 and FTec 121) based on the recommended format	2	2	5	5	5	5.00	
		Prepare course syllabi for PhD courses (Advances in Food Research and Ethics- FTEC 398; Special Topics-FTEC 391)	2	2	5	5	4	4.66	
	On thesis advising	Advise undergrad thesis students & revised their outline & manuscript;	2	2	5	5	4	4.67	
	On supervising Senior High School Immersion Students	Supervise senior high school immersion students	5	5	4	4	4	4.00	
	As SRC Member	Advising/correction	1	4	5	5	4	4.66	
	On thesis data analyzing consultation	Data analysis (BS thesis)	1	1	5	5	5	5.00	
	On Consultation	Accommodate students for thesis/Research consultation/ on subject taught, thesis and grades	100	170	5	5	5	5.00	
	P1.5. Additional Outputs								
	Number of Examinations prepared	Prepare examinations for subjects taught	6	7	5	5	5	5.00	
	Number of checked term exams	Check term exams	100	184	5	5	5	5.00	
	Number of checked laboratory reports	Check laboratory reports	100	320	5	5	4	4.67	
	Number of checked quizzes	Check quizzes	200	770	5	5	5	5.00	
	Number of grade sheets submitted in prescribed period	Prepare grade sheet for 2 nd Sem	4	4	5	5	4	4.67	

	Number of research outlines checked	Check research outlines	2	2	5	5	4	4.67	
	Number of seminars/Webinars attended	Attended Virtual trainings and seminars	3	5	5	5	5	5.00	
MFO3 – Research Services	P1.1. Number of research projects conducted as project leader	Conduct research project as study/project leader	1	1	5	5	5	5.00	
	Number of research projects conducted as study leader	Conduct research project as study leader	2	2	5	5	5	5.00	
	Number of patent/ Utility Model filed	File patent/ utility model	1	0					Target to accomplish next quarter
	P1.2. Number of papers drafted for publication	Draft papers for publication	3	5	5	5	5	5.00	
	Number of submitted papers for publication	Submit paper for publication	1	3	5	5	4	4.67	
	Number of meetings attended related to research	Attend meetings	2	10	5	5	5	5.00	
	Number of research proposal drafted	Draft research proposal	1	1	5	5	5	5.00	
	Number of research proposal submitted to funding agency	Submit research proposal to funding agency	1	1	5	5	5	5.00	
MF04- Extension Services	P4.1 Additional Outputs								
	Number of research cum extension consultations	Accommodate extension consultation	1	1	5	5	5	5.00	
MFO 6 – General Admin. & Support Services (GASS)	P6. 1. Percent complaints from clients served	Percent of complaints from the clients served	0	0	5	5	5	5.00	
	Accommodate walk-in visitors	Accommodate walk-in visitors for consultation	2	3	5	5	5	5.00	

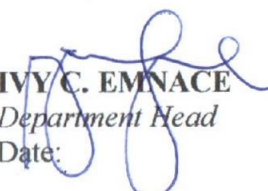
	Number of membership in committee (University, College and Department)	Act as member in different committees	1	2	5	5	4	4.66	
	Number of department meetings attended	Attend department meetings	5	7	5	5	5	5.00	
	Number of committee meetings attended	Attend committee meetings	1	2	5	5	5	5.00	
Total Over-all Rating								170.31	

Average Rating (Total Over-all rating divided by 4)		4.87
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.87
ADJECTIVAL RATING		OUTSTANDING

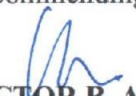
Comments & Recommendations for Development Purpose:

Pursue PhD in Food Science specializing Food Chemistry/ Food Analysis by 2021 instead of 2020 due to COVID-19 Pandemic


Evaluated & Rated by:


IVY C. EMNACE
 Department Head
 Date:

Recommending Approval:


VICTOR B. ASIO
 Dean, CAFS
 Date:

Approved by:


BEATRIZ S. BELONIAS
 Vice President for Instruction
 Date:

1 – Quality 2 – Efficiency 3 – Timeliness 4 – Average

PERFORMANCE MONITORING FORM


Name of Employee: INISH CHRIS P. MESIAS

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date Accomplished	Quality of Output*	Over-All Assessment Of Output**	Remarks/ Recommendation
1	Teaches assigned subjects and performs other teaching related functions such as; prepares and revises teaching materials, prepares and gives examinations, checks test papers and returns to students one week after, submits grades sheets within prescribed period, makes herself available for students consultations during consultation hours, revises course syllabus, and approves manuscripts.	Very Satisfactory	January 2020	June 2020	March 2020	Very Impressive	Very Satisfactory	
2	Attends meetings and performs functions as member of different committees of the department	Outstanding	Continuing from Jan – Dec. 2020	Jan-June weekly meetings	January-June 2020 weekly meetings	Very Impressive	Outstanding	
3	Performs other functions	Outstanding	January 2020	January-June 2020 weekly meetings	January – June 2020	Very Impressive	Outstanding	

*Either very impressive, impressive, needs improvement, poor, very poor

**Outstanding, very satisfactory, unsatisfactory, poor

Prepared by:


IVY C. EMNACE
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee : Ms. Inish Chris P. Mesias
Performance Rating : OUTSTANDING

Aim: To improve competence of faculty member

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

Date: January 2020

Target Date: March 2020

First Step:

Required Ms. Mesias to pursue her PhD by next academic year (2021)

Result:

Updated undergraduate course syllabi

Date: April 2020

Target Date: June 2020

Next Step:

Improve further the Instructional Materials developed

Outcome:

Final Step/Recommendation:

Ms. Mesias improved instructional materials developed

Prepared by:


IVY C. EMNACE
Unit Head

Conforme:


INISH CHRIS P. MESIAS
Ratee