SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: NILDA T. AMESTOSO

January-June 2020

Program Involvement (1)	Percentage Weight of Involve-ment (2)	Rating (Rating x%) (3)		Equivalent Numerical Rating (2 X 3)
1. Instruction				
a. Head/Dean (100%)		4.72×100%	4.72	
b. Students (0%)				
Total for Instruction	50%		4.72	2.36
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	15%		4.67	0.70
4. Administration	35%		4.70	1.65
5. Production				
TOTAL	100%	AND THE RESERVE THE PROPERTY OF THE PROPERTY O		4.70

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Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

ADJECTIVAL RATING:

Prepared by:

NILDA T. AMESTOSO

Name of Faculty

4.70

0

4.70

Outstanding

Reviewed by:

MOISES NEIL V. SERIÑO

Dean CME

Recommending Approval:

MOISES NEIL V. SERIÑO

Dean, CME

Approved:

BEATRIZ S/BELØNIAS

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, NILDA T. AMESTOSO, a faculty member of the DEPARTMENT OF BUSINESS AND MANAGEMENT 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 2020

As GAC Chairman

ACCAC Mambar

NILDA T. AMESTOSO Associate Professor V

Date:

MOISES NEIL V. SERIÑO

thesis/SP/dissertation manuscript

Advises and corrects research outline and

Supervisor Date: V Od. 9, NW

MOISES NEIL V. SERIÑO

College Dean NW Date 04.9, NW

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5.00

5

MF **Description of** Success/ Performance Program/ Tasks Assigned Target Actual Rating REMARKS Activities ! Accom (Indicators MFO's/PAPs Indicators (PI) 0 Quality Eficiency **Projects** plishm in No. ent percentage should be supported **UMFO 1. ADVANCED EDUCATION SERVICES** OVPI MFO 2. Graduate Student Management Services A1. Actual Faculty's FTE PI 4: Total FTE coordinated, Handles subjects/courses assigned 16 16.25 5 5 5.00 implemented & monitored* PI 8: Number of graduate students A2. Number of students advised Acts as academic adviser to graduate students 2 10 5 5.00 advised * A3. Number of students advised on thesis/special problem/dissertation Advises and corrects research outline and 2 3 5 5 5 5.00

	AS GAC Member	th	hesis/SP/dissertation manuscript							
	A4 . Number of students entertained for consultation purposes	Control of the Control	Entertains students seeking consultation with aculty	20	20	5	5	5	5.00	
PI 9: Number of instructional materials developed *	A5 . Number of on-line ready coursewares developed and submitted for review		Converts the existing instructional materials into flexible learning systems							
	On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	2	5	4	4	4.33	
		R	Reviews instructional materials	3	3	5	5	5	5.00	

							-			
	Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	10	5	5	5	5.00	
	Assessment tools	Assessment tools Pre		20	20	5	4	4	4.33	A
	A 6 : Number of on-line course ware reviewed by TRP & edited by MMDC editor		Submits the course were duly reviewed by TRP for editing by MMDC editor	1	40	5	5	5	5.00	о фетон и доминато по де дейдува до уч
	A 7 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom	1	2	5	5	4	4.67	
PI 10 . Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19	TOT SEAL OF A STATE OF THE SEAL OF THE SEA	Designs experiential learning activities and other outputs to implement new normal	2	4	4	5	5	4.67	
MFO 2. HIGHER EDUCATION	SERVICES									
VPI UMFO 3. Higher Education	on Management Services			CONTROL OF STREET, STR					Andreadous society Canada	The state of the s
PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE		Handles and teaches courses assigned	16	16.8	5	5	5	5.00	meter energia en engliste gibi malanda
	A10 . Number of grade sheets submitted within prescribed period	Preparatio n	Prepares gradesheet and submits on or before deadline	2	5	5	5	5	5.00	
	A 11. 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	6	10	5	5	5	5.00	
	A12. Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings	2	3	5	5	5	5.00	
	A13 . Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught	4	5	5	5	5	5.00	
	A14. Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	20	30	5	5	5	5.00	
	A15. Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required	40	40	4	4	4	4.00	
PI 8: Number of students advised:	A16. Number of students advised:		Acts as academic adviserto students	100	100	5	4	4	4.33	
	A17 . Number of students advised on thesis/ field practice/special problem:									
	As Department Head	Advising/c orrection	Advises, and corrects research outline and thesis/SP manuscript	100	146	5	5	5	5.00	Office of the second se

	As SRC Member	Advising/c orrection	Advises and corrects research outline and thesis/SP manuscript							
	A18. Number of students entertained for consultation purposes		Entertains students consulting on subject taught, thesis and grades	100	100	4	4	5	4.33	
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	4.67	Proteins on an enter
	A20. Number of Student organizations assisted on student related activities		Assists student organizations in implementing student related activities	2	4	5	5	5	5.00	
PI 10: Number of instructional materials developed *	A 21: Number of on-line course ware developed and submitted:		Prepares and submits for review by the Technical Review Panel							
	On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	4	4	4	4.00	**************************************
			Reviews instructional modules	5	15	5	5	5	5.00	
Supplemental learni Assessment tools	Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	4	20	5	5	5	5.00	
	Assessment tools	Control of the Contro	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	6	10	5	5	5	5.00	
	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	1	1	4	4	4	4.00	
	A 24: Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom	1	1	4	4	5	4.33	
Pl 11. Additional outputs	A 25. Number of Additional outputs accomplished:	The second secon								- medipelipelinina
	Program accreditation/evaluation		Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	1	1	4	4	4	4.00	
	Agency/firm/Industry linkages		Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	20	30	5	5	5	5.00	
	A 26. Other outputs implementing the new normal due to covid 19		Designs experiential learning activities and other outputs to implement new normal	2	2	5	4	5	4.67	7-00-00-00-00-00-00-00-00-00-00-00-00-00
FO 3 . RESEARCH SERVIC	ES									
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	1	1	5	4	4	4.33	

PI 2. Number of research ou completed within the year *	tputs A 28. Number of research outputs completed within the year *		Conducts and completes research oroject within the year							
PI 3. Percentage of research outputs published in internative referred or CHED recognized journal within the year (2%)	onally- published in internationally-refereed or CHED recognized journal within the year		Writes publishable materials out of research outputs and submits for publication							
	In refereed int'l journals					1				
	In refereed nat'l/regional journals									
PI 4. Number of research ou presented in regional/nationa fora/conferences			Prepares, submits and presents research paper in scienfic for a/conferences							
	In int'l fora/conferences									
	In nat'l/regional fora/conferences				****			- Chapter of the Control of the Cont	- manual special segment to	THE PARTY OF THE P
PI 5. Percent of research pro	posals A 31. Percentage of of research proposal prepared, submitted and approved	S	Prepares research proposals, submits and follows up its approval for immediate implementation							
PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student									
	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 paper							
	A 34. Number of UMs submitted to ITSO, VSU	UM preparatio	Prepares and submits application for UM of technology generated out of research output	100 (100 (100 (100 (100 (100 (100 (100						
	A 35. Other outputs implementing the new normal due to covid 19		Designs research related activities and other outputs to implement new normal							
UMFO 4. EXTENSION SE	RVICES	Augusta and a facilities was a facilities and a facilitie				-	4	-	4.00	
PI 1. Number of active partnership LGUs, industries, NGOs, NGAs, S and other stakeholders as a resul extension activities	MEs, industries, NGOs, NGAs, SMEs, and other		Identifies and links with probable partners for extension activities and maintains this active partnership	1	1	4	4	5	4.33	
PI 2. Number of trainees weighted length of training	by the A 37. Number of trainees weighted by the length of training	of	Conducts trainings among beneficiaries of technologies for transfer							
PI 3. Number of extension program organized and supported consiste the SUC's mandated and priority programs			Implementes duly approved extension projects	1	1	4	4	5	4.33	

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							
Pl 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									
Peer reviewers/Panelists	Peer reviewers/Panelists	marin 600 of 100 his first spinsters arrows		1	1	5	4	5	4.67	
Resource Persons	Resource Persons	-					-			
Convenor/Organizer	Convenor/Organizer									and the second s
Consultancy	Consultant		Addition to the Addition of th	1						
Evaluator	Evaluator							***************************************	A. Walter Street Control of Party Street	and the same and t
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	1	Andrew Control of the		-,-		au distribution distribution di section di s	
PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *				analos estados					
	A 43. Other outputs implementing the new normal due to covid 19		Designs extension related activities and other outputs to implement new normal	1					ga, Te delevatili per despeta le per de per de construir	Constitution of the Consti
MFO 5. SUPPORT TO OPERA	TIONS	Takakana suuri ka ja							THE PROPERTY OF THE PROPERTY O	
OVPI MFO 4. Program and	I Institutional Accreditation Servi	ces								
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 theQMS 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- confor mity		5	4	5	4.67	complied
	A 45. Compliance to all requirements of the program and institutional accreditations:	Minutes Preparatio n	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% complia	100% complia	4	5	5	4.67	complied
	On program accreditations	Pilot Plant Manager								
	On institutional accreditations	SSF								
MFO 6. General Admin. & Sup	pport Services (GASS)	Rootcrop								

PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services		Provides customer friendly frontline services to clients		Zero % complai nt	5	5	5	5.00	complied
PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other dents/agencies *		Initiates/introduces improvements in performfing functions resulting to best practice	Zero % complai nt	Zero % complai nt	5	5	5		complied
	A 48.Other outputs implementing the new normal due to covid 19		Designs administration/management related activities and other outputs to implement new normal		1	4	5	5		internship program
Admin Support										
Services										Control of the Contro
	Membership in University committees	Member		1	2	5	5	5	5.00	
	Membership in College committees	Member		1	1	4	5	5	4.67	
	Membership in the Department committees	Member		5	5	4	5	4	4.33	
Department Head	Number of department meetings presided			10	6	4	5	5	4.67	
	Number of execom meetings attended	Automation of the contract of		6	6	5	4	4	4.33	
	Number of UAC mtgs attended	ALCOHOLD WATER DATE OF THE PARTY OF THE PART		1	1	4	5	5	4.67	
	Prompt submission of required documents									
	Annual Report			1				-	AND DESCRIPTION OF THE PARTY OF	due Dec.20
	Procurement Plan			1	5	5	5	5	5.00	
	Staff Development Plan			1	47	-		-	-	due Dec.20
	OPCR/IPCR			10	17 15	5	5	5	5.00	
	Number of FacultyMentored			0	15	3	5	3	5.00	
	Number of Admin. Staff supervised			3	6	5	5	5	5.00	
	Number of department activities supervised			2	2	5	4	4	4.33	
	Number of faculty members for study leave Number of supervisory plans prepared & submitted			2	2	5	4	4	4.33	
	Number of coaching & mentoring reports prepared			5	14	5	5	5	5.00	
	Number of class observation conducted			5	12	5	5	5	5.00	
Total Over-all Rating		1							264.33	

Average Rating (Total Over-all rating divided by 4)				
Additional Points				
FINAL RATING		1 '	4.72	
ADJECTIVAL RATING			0	

MOISES NELL V. SERIÑO

Supervisor Date: 04.9,000

MOISES NEIL V. SERIÑO
Dean, College of Mgt. & Economics

Date: U.J. 1, www

Comments and Recommendations for

Development Purpose:

Very efficient in her task and may

consider in publishing her research

BEATRIZ S. BELONIAS

Vice President for Academic Affairs Date:

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: NILDA T. AMESTOSO

January-June 2020

Program Involvement (1)	Percentage Weight of Involve-ment (2)	Numerica (Rating	Equivalent Numerical Rating (2 X 3)	
1. Instruction				
a. Head/Dean (100%)		4.74×100%	4.74	
b. Students (0%)				
Total for Instruction	50%		4.74	2.37
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	15%		4.42	0.66
4. Administration	35%		4.76	1.67
5. Production				
TÒTAL	100%			4.70

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

ADJECTIVAL RATING:

Prepared thy:

NILDA T. AMESTOSO

Name of Faculty

4.70

0

4.70

Outstanding

Reviewed by:

MOISES NEIL V. SERIÑO

Dean, CME

Recommending Approval:

MOISES NEIL V. SERIÑO

Dean, CME

Approved:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

EXHIBIT L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Performance Rating:

NILDA T. AMESTOSO January-June 2020

Aim: To contribute to the full implementation of the VSU Quality Procedures

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

Date: July 2020

Target Date: December 2020

First Step:

To attend webinars/seminars, study ISO guidelines and VSU Quality Procedures for cascading to all faculty and staff in the Department of Business and Management (DBM).

Result:

Attendance in related seminars/webinars.

Date: Jan 2020

Target Date: June 2020

Next Step:

<u>Cascade ISO guidelines and VSU Quality Procedures to DBM faculty and staff to serve as guidelines in the day to day operations of the department.</u>

Outcome:

Improved capability to supervise department's operations.

Final Step/Recommendation:

To monitor progress of implementation and implementation of required corrective measures

Prepared by:

NILDA T. AMESTOSO Unit Head

cc: ODA-HRD