

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **CALUNGSOD, PHOEBE LYNN B.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.7 (.50) = 2.35	
b. Students (50%)		3.67(.50) = 1.835	
<i>Total</i>	55%	4.185 (.55)	2.42
2. Research			
a. Department head (<i>no research for the period covered</i>)	N/A		
3. Extension			
a. Department head (100%)		4.7 (1) = 4.7	
<i>Total</i>	45%	4.7 (.45)	2.115
Grand total			4.53

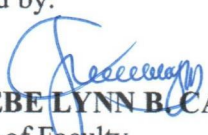
EQUIVALENT NUMERICAL RATING: 4.53

Add: Additional Points, if any:

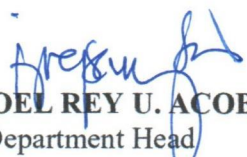
TOTAL NUMERICAL RATING: 4.53

ADJECTIVAL RATING: **Very Satisfactory**

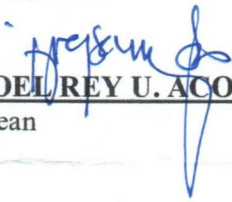
Prepared by:


PHOEBE LYNN B. CALUNGSOD
Name of Faculty

Reviewed by:


JOEL REY U. ACOB
Department Head

Recommending Approval:


JOEL REY U. ACOB
Dean

Approved:


BEATRIZ S. BELONIAS
Vice President for Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, PHOEBE LYNN B. CALUNGSOD, a faculty member of the DEPARTMENT OF NURSING commit to the deliver and rated on the agree to be attainment of the following accomplishments in accordance with the indicated measures for the period July to December 2021.

PHOEBE LYNN B. CALUNGSOD

Asst. Professor 1

Date: January 9, 2022

Approved:

JOEL REY U. ACOB

College Dean

Date: Jan 13, 2022

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned: NuCM 100; Zool 138 lec&lab; OBAP 101, NuCM 121, NUCM 113r	2	27.1	5	5	5	5.00	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	1	13	5	5	4.9	4.96	
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	1	5	4.8	4.8	4.8	4.8	
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	5	20	4.8	4.8	4.8	4.8	
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	100	320	4.9	4.9	4.9	4.9	

		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	50	156	4.8	4.8	4.8	4.8	
	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	1	4	4.7	4.7	4.7	4.7	
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	4	4.8	4.8	4.8	4.8	
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	5	20	4.8	4.8	4.8	4.8	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	15	4.8	4.8	4.8	4.8	
		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	2	4.5	4.5	4.5	4.5	
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	2	4.7	4.7	4.7	4.7	
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
TOTAL									4.8	
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	1						still ongoing
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year	1						still ongoing
	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	1						still ongoing
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							still ongoing
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	1						
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal		1	4.7	4.7	4.7	4.7	joined the mass vaccination as part of the LGU's & DOH's vaccinator team
TOTAL									4.6	
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	4.7	4.7	4.7	4.7	
		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% compliant	4.7	4.7	4.7	4.7	
		On program accreditations								
		On institutional accreditations								
TOTAL									4.7	
UMFO 6. General Admin. & Support Services										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint	4.6	4.6	4.6	4.6	
	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							
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
TOTAL									4.6	
Total Over-all Rating										
									4.70	

Average Rating (Total Over-all rating divided by 4)	
Additional Points:	
Punctuality	
Approved Additional points (with copy of approval)	
FINAL RATING	4.70
ADJECTIVAL RATING	Very Satisfactory

Evaluated & Rated by:


JOEL REY U. ACOB

Department Head

Date: 03 Jan 2022

Recommending Approval


JOEL REY U. ACOB

Dean, _____


Date: 03 Jan 2022

Comments & Recommendations for

Development Purpose:

-Commendation in her display of support towards students holistic well-being. Continue to engage in civic involvement both in the university and in LGU organized endeavour

Approved by:


BEATRIZ S. BELONIAS

Vice President for Instruction

Date: 2/2/22

PERFORMANCE MONITORING & COACHING JOURNAL

Name of Office: COLLEGE OF NURSING

Head of Office: ACOB, JOEL REY U.

Number of Personnel: CALUNGSOD, PHOEBE LYNN B.

	1st	Q U A R T E R
	2nd	
/	3rd	
/	4th	

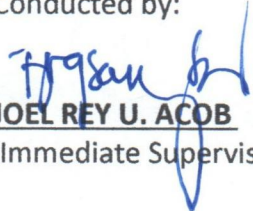
Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Coaching and mentoring executed during the monthly faculty meetings.		<p>*Advised to continue developing the learning guides as prescribed by the university.</p> <p>*Encouraged to submit weekly accomplishments for the applied WFH dates.</p> <p>*Encouraged to render extra mile to reach out students in the new normal.</p> <p>*Encouraged to technically supervise level I students on the submission of pre-recorded skills demonstration for RLE</p> <p>*Encouraged to continue with community extension engagement</p>			<p>Able to submit the required learning materials for the classes handled.</p> <p>Able to submit weekly accomplishments with appropriate attachments.</p> <p>Commendation for taking the advice as evidenced by conduct of online consultation and delivery of instructions virtually</p> <p>Commendation for taking the lead so students continue to learn through virtual skills demonstration.</p> <p>Her efforts to represent the college to extension projects/activities are duly noted.</p>

		<p>*Encouraged to be actively involved in the multi-sectoral activities to deliver extension programs</p> <p>*Encouraged to sustain desire for the completion of her PhD related course works.</p>			<p>Appreciation for initiating the online delivery of extension project with notable participation from partner communities and other schools of nursing in the national scope.</p> <p>Acclamation of the desire to continue her PhD related requirements, to its near completion.</p>
--	--	--	--	--	--

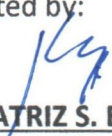
Note: Please indicate the date in the appropriate box when the monitoring was conducted


PHOEBE LYNN B. CALUNGSOD
 Faculty

Conducted by:


JOEL REY U. ACOB
 Immediate Supervisor

Noted by:


BEATRIZ S. BELONIAS
 Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **CALUNGSOD, PHOEBE LYNN B.**

Performance Rating: **4.7**

The Performance Rating showed that the concerned faculty obtained a Very Satisfactory Performance in Instruction, Research and Extension components.

The abovementioned faculty also spearheaded the committee on the Instructional Materials Development which played a critical role in the formulation of learning guides and laboratory manuals for digital learning.

Prof. Calungsod is commendable for her extension delivery contributing to achieve the target of the College. She further designed activities in support to her Instruction mandate through organizing a webinar on Disaster Nursing, a course for level four students.

Aim(s): 1. to finish her PhD in Nursing program

Date: July 2020

Target Date: July 2023

2. to generate publishable reflective perspectives/notes based on the organized webinar activity.

Date: November 2021

Target date: first quarter of 2022

3. attendance in workshops/seminars for professional advancement and development.

Date: December 2021

Target date: first two quarters of 2022

Proposed Interventions to Improve Performance:

First Step:

- Update status of PhD classes
- Conduct of College in-house review in crafting research and extension proposals along with senior faculty members.

Results:

- Able to identify potential topics as materials for writing publishable reports.
- Sustained her PhD class as scheduled.

Next Step:

- Follow-up on the updates of her work-related engagements

Final Step/Recommendation:

- Continue and finish with her PhD program
- Continuation of her Extension-lead program for the following quarter.

Prepared by:


JOEL REY U. ACOB
Dean

Conforme:


PHOEBE LYNN B. CALUNGSOD
Faculty