SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Ms. Ma. Nena Q. Ramos

	Program Involvement	Percentage	Numerical Rating	Equivalent
	(1)	Weight of	(Rating x %)	Numerical
		Involvement		Rating
-	(1)	(2)	(3)	(2x3)
1.	Instruction			
	a. Head/Dean (50%)		2.31	
	b. Students (50%)		2.50	
	TOTAL for Instruction	85%	4.81	4.09
2.	Research	0%	0	0
3.	Extension	5%	5.00	0.25
4.	Support to Operation	5%	4.67	0.23
5.	Administration	5%	5.00	0.25
]	TOTAL			4.82

EQUIVALENT NUMERICAL RAT	TING:
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4.82

Add: Additional Points, if any:

4.82

TOTAL NUMERICAL RATING:

ADJECTIVAL RATING:

Outstanding

Prepared by:

Name of Faculty

Reviewed by:

MIVIALO D. ESPINA

Department Head

Recommending Approva

CANDELARIO L. CALIBO

Dean, CAS

Approved by:

BEATRIZ S. BELONIAS

Vice President for Instruction



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



INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MA. NENA Q. RAMOS, of the DEPARTMENT OF MATHEMATICS AND PHYSICS, College of Arts and Sciences, commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January 1, 2018 to June 30, 2018

ngramm	
MA. NENA Q. RAMOS	
Assistant Professor Date: 7/26/18	
Date: 7/26/18	

CLIMACO D. ESPINA JR.
CLIMACO D. ESPINA JR.
Head, DMP
Date:

Rating Equivalents:

- 5 Outstanding
- 4 Very Satisfactory
- 3 Satisfactory
- 2 Fair
- 1 Poor

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/	Tasks Assigned Target		Actual	Rating				Remarks
	WIFO S/PAFS	indicators (PI)	Activities / Projects			Accomplishment	Quality	Eficiency	Timeliness	Average	
IMF01	Higher Education Services	<u>PI 1</u> . Number of FTE	Instruction	Teaches: Math 143 (1 lec), Math 23 (1 lec), Math 113 (1 lec), Math 126 (1 lec), Math 190 (1 lec) and Work Immersion (SHS) = 2nd Sem 2017-2018; Math 112 (1 lec) = Summer 2018	8	26.72	5	5	5	5.00	Vacation/Sick Leave
			Preparation/ Revising/ Encoding/ Printing								·
			Instruction	Revises lecture manual	1	1	5	4	4	4.33	Math 143
		Revised course outline		Revises course outline	1	1	5	4	4	4.33	Math 143
		New powerpoint lecture preparation		Prepares one (1) powerpoint lecture presentation	1	1	4	4	4	4.00	Math 143

PI 3. Additional outputs Numbers of hours checking Checked papers 2 5 5 5 4.67 2nd Sem SY 2017-4 papers per week 2018 subjects Numbers of hours class Prepares lessons & class 2 10 5 5 5 5.00 2nd Sem SY 2017preparation per week presentations 2018 subjects Numbers of hours Supervise SHS Work Immersion 1 1 5 5 5.00 supervise for SHS per week **Total points** 32,33 MF03 PI.1 Number of proposals **Extension Services** Extension monitoring Proposal for extension/ seminar 5.00 Enhancing Junior 1 1 5 5 research/extension works workshop together with andn Senior High Department Head, HRAbad, School Teachers' ERLina Jr. competencies in Teaching Sciences Mathematics, Statistics and English in the Baybay City Division (CAS Extension) PI.2 Additional Outputs Number of hours training Extension monitoring Resource person 4 12 5 5 5.00 Training for Math 5 conducted inside VSU High School Teachers (13 Jan - March 10, 2018) Number of hours seminar Resource person 2 8 5 5 5 5.00 Echo-Seminar on New conduted GE course: Mahematics in the Modern World, April 13-14, 2018 **Total points** 15.00

MFO 5	Support to Students	P.I Student advising and					T	Ι			
		consultation services					l				
		PI.2 Number of hours spent	Support to students	Entertained/advised	10	20	5	4	5	4.67	regarding students,
		for student consultation &			İ		ļ	ł			grades, and
		thesis advising									requirements
		P.3 Additional Outputs					1				
						Total points				4.67	
MFO 6	General Admin. &										
	Support Services (GASS)										
	Efficient & Constumor	Zero percent complaint from	General services	Entertains clients	0%	0% no complaint	5	5	5	5.00	Students, Parents,
	Friendly	clients served				•					Faculty & Staff
						Total points				5.00	
	Total Over-all Rating									57.00	
	Average Rating									4.75	
	Adjectival Rating								\vdash	0	

Average Rating (Total Over-all	4.75
rating divided by 4)	
Additional Points:	
Punctuality	
Approved Additional points (with	
copy of approval)	
FINAL RATING	4.75
ADJECTIVAL RATING	· · · · · · · · · · · · · · · · · · ·

Comments & Recommendations for Development Purpose:

Evaluat	ed and Review:
	Marie .
< <i>\</i>	MIL
CLIMA	O D. ESPINA, JR. Y

Dept. Head/Unit Head

Recommending Approvat:

CANDELARIO L. CALIBO

Dean, CAS

Date: _____

Approved:

BEATRIZ S. BELONIAS

Vice President for Instruction

Date: _____

1 - Quality

2 - Efficiency

3 - Tmeliness

4 - Average

"Exhibit I"

PERFORMANCE MONITORING FORM

Name of Employee: **PROF. MA. NENA Q. RAMOS**

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommen- dation
1.	Teaches six (6) course subjects (Math 143, Math 23, Math 113, Math 126, Math 190, Math 112 and Work Immersion (SHS)	Regular attendance in the assigned classes, grade sheet per courses taught, and good result of student performance evaluation	January 2018	July 2018	July 2018	Impressive	Outstanding	Improve performance with respect to students' comments on TPES.
2.	Assist students through advising Work Immersion (SHS) and students consultation	Improved student performance	January 2018	July 2018	July 2018	Impressive	Outstanding	Provide more interventions for the improvement of students
3.	Prepares course outline updates	Approved course outline in Math 143	January 2018	February 2018	February 2018`	Impressive	Outstanding	Follow OBE format as prescribed
4.	Develop/Revise instructional manual	Copy of teaching manual in Math 143	January 2018	March 2018	March 2018	Impressive	Outstanding	Follow the format prescribed by MMDC

5.	Submission of midterm grades and final grades	Grades submitted to registrar	January 2018	July 2018	July 2018	Impressive	Outstanding	
6.	Conduct extension project	Progress report	January 2018	July 30, 2018		Impressive	Outstanding	Follow-up on the effectivity of the training conducted
7.	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	January 2018	January 2018	April 2018	Impressive	Outstanding	Participates actively in all activities
8.	Perform other functions assign by the head	Reports	January 2018	June 2018	June 2018	Impressive	Outstanding	Perform duties assigned to her

^{*} Either very impressive, impressive, needs improvement, poor, very poor ** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Prof. Ma. Nena Q. Ramos Performance Rating: Outstanding Aim: Encourage her to be involved in formulating research and extension project proposals. Date: Target Date: One year from this date First Step: Send her to trainings/seminars/workshops/fora related to research and extension activities. Result: Attendance in research and extension related trainings/seminars/workshops/fora. This will expose her to these engagements and will motivate her to do research and be involved in extension projects. Date: Throughout the school year Target Date: End of SY 2018-2019 Next Step: Advise her to co-author draft research or extension project proposal. Outcome: Research/project proposal Final Step/Recommendation: Instruct her to submit the research/project proposal to the OVPRE for

approval and possible funding.

Prepared by:

CLIMACO D. ESPINA JR