

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: ROSALINA D. POLIQUIT

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.86 x50%= 2.43	
b. Students (50%)		4.50x50%= 2.25	
Total for Instruction	100%	4.68	4.68
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			
4. Administration			
5. Production			
TOTAL	100%		4.68

EQUIVALENT NUMERICAL RATING: 4.68

Add: Additional Points, if any: none

TOTAL NUMERICAL RATING: 4.68

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by:

Reviewed by:



ROSALINA D. POLIQUIT
Name of Faculty


ANALYN M. MAZO
Department Head

Recommending Approval:


MA. THERESA P. LORETO
Dean/Director

Approved:


BEATRIZ S. BELONIAS
Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ROSALINA D. POLIQUIT, a faculty member of the DEPARTMENT OF BIOLOGICAL SCIENCES, commits to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the July-December 2023

R25
ROSALINA D. POLIQUIT

Assoc. Prof. III

Date: *1/24/2024*

Approved:

ANALYN M. MAZO
ANALYN M. MAZO

Department Head

Date: *1/23/2024*

Ma. THERESA P. LORETO
Ma. THERESA P. LORETO

College Dean

Date:

JAN 23 2024

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	Timeline	Average		
UMFO 1. ADVANCED EDUCATION SERVICES				1							
OVPI MFO 2. Graduate Student Management Services											
	PI 4: Total FTE coordinated,	A1. Actual Faculty's FTE			teach graduate courses in	0.75	5	5	5	5.00	handled Botn 205 (Plant
	PI 8: Number of graduate	A2. Number of students advised			Acts as academic adviser to						
		A3. Number of students advised on									
		As GAC Chairman									
		AS GAC Member	Advises and corrects research	1	4	5	5	5	5.00	GAC member of 3 MS Horti	
		A4. Number of students entertained for	Entertains students seeking	2	5	5	5	5.00	entertained graduate students		
	PI 9: Number of instructional	A5. Number of on-line ready	Converts the existing								
		On-line ready courseware	Prepares Instructional								
		Supplemental learning resources	Prepares Power Point	5	15	5	5	4	4.67	Prepared powerpoint	
		Assessment tools	Prepares assessment	4	10	5	5	4	4.67	Prepared assessment tools on	
			checks critique papers,	4	12	5	5	4	4.67	checked critique papers, term	
UMFO 2. HIGHER EDUCATION SERVICES											
OVPI UMFO 3. Higher Education Management Services											
	PI 5: Total FTE,	A9. Actual Faculty's FTE	Handles Botn 145 lec and lab,	5	25.6	5	5	5	5.00	FTE for 2nd sem only,	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	5	5	5	5	4	4.67	submitted Grade sheets in Botn 145 lec and lab, Botn 21 lec (2 secs) , and Biol 22 e lec	
		A12. Number of trainings attended related to instruction	Attend mandated trainings	1	1	5	5	5	5.00		

		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	10	24	5	5	4	4.67	checked long exams for courses assigned
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	15	36	5	5	4	4.67	checked quizzes for courses assigned
		A15 . Number of lab reports and	Checks lab reports and term	100	182	5	5	4	4.67	
	PI 8: Number of students	A16 . Number of students advised:	Acts as academic adviser to	15	23	5	5	5	5.00	advised students on course
		A17 . Number of students advised on								
		<i>As SRC Adviser</i>								
		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP							
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	30	159	5	5	5	5.00	entertained students consulting on course related concerns
		Supplemental learning resource	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	20	50	5	5	5	5.00	prepared PPT lecture presentations and reading assignments in courses assigned
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	24	73	5	5	5	5.00	prepared assessment tools in courses assigned
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							
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 theQMS core processes of the university under ISO 9001:2015*								

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Rosalina D. Poliquit

Performance Rating: Outstanding

Aim: Finish graduate studies (PhD)

Proposed Interventions to Improve Performance:

Date: June 2023 Target Date: December 2023

First Step:

Submit Proposal

Result:

Revision of submitted proposal

Date: Jan 2024 Target Date: December 2024


Next Step:

Outcome: Conduct dissertation

Prepared by:


ANALYN M. MAZO
Unit Head

Conforme:


ROSALINA D. POLIQUIT
Associate Professor