

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **GINA A. DELIMA**


Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)			
b. Students		(No TPES conducted due to COVID)	
Total for Instruction	50%	4.78	2.39
2. Research	40%	4.00	1.60-
3. Extension	5%	4.00	0.20
4. Administration	5%	4.67	0.23
TOTAL			4.42

EQUIVALENT NUMERICAL RATING: 4.42
Add: Additional Points, if any: --
TOTAL NUMERICAL RATING: 4.42

ADJECTIVAL RATING: VERY SATISFACTORY

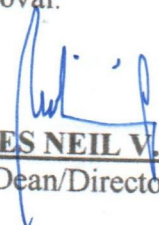
Prepared by:

Reviewed by:



GINA A. DELIMA
Name of Faculty


MARIA AURORA T.W. TABADA
Department Head

Recommending Approval:


MOISES NEIL V. SERIÑO
Dean/Director


Approved:

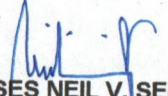

BEATRIZ S. BELONIAS
Vice President- Instruction

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, GINA A. DELIMA, a faculty member of the INSTITUTE FOR STRATEGIC RESEARCH & DEVELOPMENT STUDIES, 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 TO JUNE 2020.

Approved: 
GINA A. DELIMA
 Instructor II
 Date: 9/21/2020
MARIA AURORA TERESITA W. TABADA
 Department Head
 Date: Sept. 25, 2020


MOISES NEIL V. SERINO
 College Dean
 Date: Sept. 28, 2020

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 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	PI4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles the ff courses: (1) 2nd Sem SY 2019-2020 (Jan-June); (2) 1st sem SY 2020-20201 (July - Dec 2020)	4	2	5	4	5	4.78 4.67	
	PI8: Number of graduate students advised *	A2. Number of students advised		2	0					I have not yet assigned with academic advisees
		A3. Number of students advised on thesis/special problem/dissertation.		0						Not yet qualified to become a thesis advisee in for Master's student
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	0						
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	0						
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	10	7	5	5	5	5.0	Conducted an orientation meeting on January 2020 for DevSoc students

4.78
 4.33
 4.0
 4.67
 4.44

	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			5	4	5	4.67	
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	4	3				4.33	
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	12	10					3 in each handled subject
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	3					
		A 6 : 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	0	0					For submission to MMDC
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	3	3					Need to migrate to Moodle from Google classroom
	PI 10: Additional outputs:	A 8: Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal						4.78	
UMFO 2. HIGHER EDUCATION SERVICES									4.33	
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	1	0					
		A10: Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	5	2	4	3	3	4.33	
		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	2	0					

	A12. Number of trainings attended related to instruction	Attend mandated trainings	2						
	A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	0					With the new normal, an application type of assessment is most suitable and possible to administer
	A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	5	0					An open book quizzes will be administered in September to December 2020 classes
	A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	40	0					Socio 11 class not yet started
PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	0	0					
	A17. Number of students advised on thesis/ field practice/special problem:								
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	0						
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript	0						
	A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	5	7	5	4	4	4.33	
PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advises student organizations recognized by USOO	0						
	A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	0						
PI 10: Number of instructional materials developed *	A 21 : Number of on-line course were 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							
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
		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							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
UMFO 3 . RESEARCH SERVICES									4.00	
	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	0	1	4	4	4	4	
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research or project within the year	0						

	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							
		<i>In refereed int'l journals</i>		1	0					on-going
		<i>In refereed nat'l/regional journals</i>								
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific for a/conferences	0						
		<i>In int'l fora/conferences</i>		1	0					
		<i>In nat'l/regional fora/conferences</i>		1	0					
	PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	1	1	✓	4	4	4	4
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by		0						
		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	0						
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output	0						
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	1	0					Conduct research using students outputs
UMFO 4. EXTENSION SERVICES									4.0	
	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	1					Ormoc City

PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	5	0					
PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implementes duly approved extension projects	1	0	4	4	4	4.0	NRC RLGV Program
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	80%						
PI 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		0						
Peer reviewers/Panelists	Peer reviewers/Panelists		0						
Resource Persons	Resource Persons		0						
Convenor/Organizer	Convenor/Organizer		0						
Consultancy	Consultant		0						
Evaluator	Evaluator		0						
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	0					

	PI 11. Additional outputs *	A 42. No. of extension-related awards (extrn. conducted by faculty or student & faculty) *		0						
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
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	0	zero non-conformity					
		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							
		On program accreditations		5	5	5	5	4	4.67	Minutes, IPCR Target, IPCR Accomplishments, Faculty Workload, OBE Syllabus
		On institutional accreditations								
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	0						
	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	0						
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal	0						

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: GINA A. DELIMA

Performance Rating: VS

Aim: Produce a journal article

Proposed Interventions to Improve Performance:

Date: Jan 9, 2020 Target Date: June 30, 2020

First Step: Write outline and discuss with
colleagues for comments

Result: Pushed outline and preliminary
draft

Date: 4 July 2020 Target Date: 31 Dec 2020

Next Step: Revise and finalize draft article

Outcome: Article for submission

Final Step/Recommendation:

Article accepted for publication by any
accredited journal

Prepared by:

Maria Aurora T.W. Tabada
MARIA AURORA T.W. TABADA
Unit Head

Conforme:

Gadehi
GINA A. DELIMA
Name of Ratee Faculty/Staff