

Exhibit "K"

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **KEANE JIM T. AGRAVANTE**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/ Dean (50%)		4.68 x 50%= 2.34	
Students (50%)		4.91 x 50%= 2.455	
Total for Instruction	70%	4.795	3.356
Research	30%	4.2	1.26
Extension			
TOTAL			<b>4.61</b>

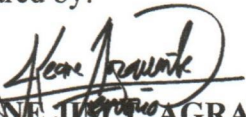
EQUIVALENT NUMERICAL RATING: 4.61

Add: Additional points, if any:

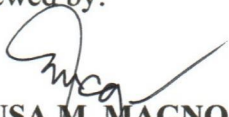
TOTAL NUMERICAL RATING: **4.61**

ADJECTIVAL RATING: **VERY SATISFACTORY**


Prepared by:

  
**KEANE JIM T. AGRAVANTE**  
Faculty

Reviewed by:

  
**JESUSA M. MAGNO**  
College Dean

Approved:

  
**BEATRIZ S. BELONIAS**  
Vice President for Instruction

# INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I KEANE JIM T. AGRAVANTE, of the COLLEGE OF NURSING 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 to JUNE, 2019

KEANE JIM T. AGRAVANTE  
Ratee

Approved: JESUSA M. MAGNO  
Head of Unit

MFO & Performance Indicators (PI)	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
MFO 1 INSTRUCTION Prepares Lectures and Plans Academic activities of students	Full Time Equivalent (FTE)	Teaches: 2nd semester, AY 2018-19 Health Assessment in Nursing Fundamentals in Nursing Intensive Nursing Practice (CHN) Competency Appraisal	4	16.7	4.7	4.7	4.8	4.73	
	Number of New Instructional Materials Developed:								
	• Handouts	Health Assessment in Nursing Fundamentals in Nursing Intensive Nursing Practice (CHN) Competency Appraisal	2 2 1 1	4 4 1 1	4.6	4.7	4.7	4.66	
	• Slides (presentation)	Health Assessment in Nursing Fundamentals in Nursing Intensive Nursing Practice (CHN) Competency Appraisal	35 35 35 20	70 70 50 50	4.6	4.7	4.7	4.66	
	• Course Syllabus	Community Health Nursing Nutrition and Diet Therapy Theoretical Foundations in Nursing Maternal and Child Health (Low Risk) Health Assessment in Nursing	1 1 1 1 1	1 1 1 1 1	4.5	4.6	4.6	4.57	

MFO & Performance Indicators (PI)	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
Student Research and Field Practice Advising	No. of student research and Field practice Advising <ul style="list-style-type: none"> <li>No. of Case Study</li> <li>No. of Undergraduate Thesis</li> </ul>	CHN Case Study Advisor Thesis Consultancy	1	1	4.7	4.8	4.8	4.76	
			1	1					
Student Advising and Consultation Services	<ul style="list-style-type: none"> <li>No. of Hours spent on consultation</li> <li>No. of Student related activities assisted</li> </ul>		5 hours	5 hours	4.7	4.7	4.7	4.7	
			1	2					
Total Over-all Rating								4.68	

Average Rating (Total Over-all rating divided by 4)		XX
Additional Points:		
Punctuality	XX	
Approved Additional points (with copy of approval)	XX	
FINAL RATING		4.68
ADJECTIVAL RATING		Very Satisfactory

#### Comments & Recommendation for Development Purpose:

- Advised to submit grades on time
- Advised to conduct research for the college and university
- Maintain a student teacher relationship

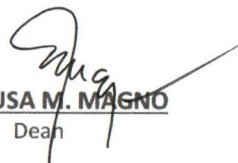
Evaluated by:

  
**JESUSA M. MAGNO**  
 Dept./Unit Head

Date: \_\_\_\_\_

- 1 – quality
- 2 – Efficiency
- 3 – Timeliness
- 4 – Average

Recommending Approval:

  
**JESUSA M. MAGNO**  
 Dean

Date: \_\_\_\_\_

Approved by:

  
**BEATRIZ S. BELONIAS**  
 Vice-President for Instruction

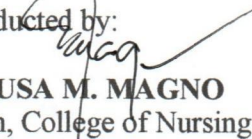
Date: \_\_\_\_\_


Exhibit "G"

	1 <sup>st</sup>	Q
June 2019	2 <sup>nd</sup>	u
	3 <sup>rd</sup>	a
	4 <sup>th</sup>	r

Name of Office: **COLLEGE OF NURSING**  
Head of Office: **Jesusa M. Magno**  
Name of Personnel: **AGRAVANTE, KEANE JIM T.**

Activity Monitoring	Mechanism				Remarks
	Meeting		Memo	Others (Pls specify)	
	One-on One	Group			
Monitoring					
Counselling	1. Discussed on the following: a. Importance of maintaining the teacher-nurse model for the CON. b. Wearing of the nurses' uniform while in school. c. Submit early results of quizzes/exams to spearhead of the course so to compute & send grades to registrar a week after the exam. d. Maintain an appropriate teacher-student relationship. e. Collaboration especially in Research..				1. The instructor agreed to perform the activities discussed.  2. Commendation given for all the deeds and contributions for the betterment of the college.

Conducted by:  
  
**JESUSA M. MAGNO**  
Dean, College of Nursing

Noted by:   
**BEATRIZ S. BELONIAS**  
VP, Instruction

**EXHIBIT "I"**


**PERFORMANCE MONITORING FORM**

Name of Employee: **KEANE JIM T. AGRAVANTE**  
 For the month: **JANUARY-JUNE 2019**

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date Accomplished	Quality of Output	Over-all assignment of output	Remarks/ Recommendation
<b>1</b>	<b>A. Instruction</b>							
	1. Class preparation	Prepared lesson plans and other teaching approaches like simulations, demo, ret-demo, power points & others	January 2019	Within the semester accomplishment	Within the given semester	Impressive	Very satisfactory	
	2. Preparing quizzes/ exams	Appropriate set of exams/TOS	Given per semester	2-3 days before unit/term tests	Within the given semester	Impressive	Very satisfactory	
	3. Reading/checking student exams/ outputs/projects/lab reports	Raw scores/ ratings	Given per semester	2-3 days after the quizzes/unit/term tests	Within the given semester	Impressive	Very satisfactory	
	4. Computing/ preparing grades	Excel prepared grades Entry into the teacher's portal	Given per semester	1 week after the approved schedule of unit & term tests	Within the given semester	NI	Satisfactory	Grades cannot be submitted on time as students will still comply for lacking requirements/exams
	5. Student consultation	Record of consultations	Given per semester	Per semester accomplishment	Within the given semester	Impressive	Very satisfactory	
	6. Supervising/reading/ correcting students in research/case studies/CHN output	Approved proposal, manuscript, tool. Final output, hardbound copy following defense	2 <sup>nd</sup> Sem of Level III and 1 <sup>st</sup> Sem of Level IV	1-2 weeks before the end of 1 <sup>st</sup> Sem Level IV	2 weeks before the end of the Sem	Impressive	Very satisfactory	
	7. Supervising students in in the clinical area	Very satisfactory		Every after a weekly clinical rotation	As reflected in the clinical rotation plan	Impressive	Very satisfactory	

		8. Prepare/Revise course syllabi of subjects assigned	Final copy of the OBE-based course syllabi/ course outline	July and Dec. In a given school year	July and Dec. In a given school year	Within the given semester	Impressive			
2	Other Responsibilities									
	1. Department Record Controller for ISO Certification	Accomplished Appropriate records necessary for ISO Certification	Documents and other records with assigned control number	March-December 2019	March to December 2019	Within the AY	Impressive	Very Satisfactory		

Prepared by:

  
**JESUSA M. MAGNO**  
 Dean, College of Nursing

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: AGRAVANE, KEANE JIM T.

Performance Rating: 4.607

The Performance Rating shows that the concerned faculty obtained a Very Satisfactory Performance on the following areas: Instruction, and Extension with Community Development only considering his status of employment in the College.

**Aim:**

Perform other functions assigned by the college in order to help achieve quality accomplishment of tasks/records expected from the college, e.g Document and Record Controller for ISO Certification.

Date: August 2019

Target Date: December 2019- December 2020

**First Step:**

Volunteered and therefore recommended as DRC of the College for the ISO Certification in 2020.

**Recommendations:**

Agreed and very much willing to function as such and therefore an appointment from QAC was issued. Performed the functions assigned to him as DRC of the College.

Prepared by:

  
**JESUSA M. MAGNO**  
Dean, College of Nursing

Conforme:

  
~~AGRAVANE, KEANE JIM T.~~  
Faculty