

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **YHENA L. BANDIBAS**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
6. Instruction			
c. Head/Dean (50%)	50%	4.97 x 50%	2.485
d. Students (50%)	50%	5.0 x 50%	2.5
Total for Instruction	100%	4.985	4.985
7. Research			
c. Client/Dir. for Research (50%)			
d. Dept. Head/Center Director (50%)			
Total for Research			
8. Extension			
c. Client/Dir. for Extension (50%)			
d. Dept Head/Center Director (50%)			
Total for Extension			
9. Administration			
10. Production			
TOTAL			4.985


EQUIVALENT NUMERICAL RATING: 4.985

Add: Additional Points, if any:


TOTAL NUMERICAL RATING: 4.985

ADJECTIVAL RATING: Outstanding


Prepared by:


YHENA L. BANDIBAS
Name of Faculty


Reviewed by:


ELIZABETH S. QUEVEDO
Department Head

Recommending Approval:



MA. THERESA P. LORETO
Dean/Director


Approved:



BEATRIZ S. BELONIAS
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, YHENA L. BANDIBAS, a faculty member of the DEPARTMENT OF PURE AND APPLIED CHEMISTRY commit to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period JULY TO DECEMBER 2023.


YHENA L. BANDIBAS
 Instructor I
 Date: December 31, 2023

Approved: 
ELIZABETH S. QUEVEDO
 Department Head
 Date: 1/5/24


MA. THERESA P. LORETO
 College Dean
 Date: JAN 16 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	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
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	Handled and taught courses assigned	18	25.4	5	5	5	5.00	Chem 131 Chem 127n Chem 127.1 Chem 192
		A10. Number of grade sheets submitted within prescribed period	Prepared gradesheet and submitted on or before deadline	3	6	5	5	5	5.00	Chem 131 (2) Chem 127n (1) Chem 127.1 (2) Chem 192 (1)
		A13. Number of long examinations administered and checked	Administered and checked long examination for subjects taught	6	21	5	5	5	5.00	Chem 131 (10) Chem 127n (5) Chem 127.1 (4) Chem 192 (2)
		A14. Number of quizzes administered and checked	Prepared and checked quizzes	15	68	5	5	5	5.00	Chem 131 (24) Chem 127n (20) Chem 127.1 (16) Chem 192 (8)
		A15. Number of lab reports and term papers checked and graded	Checked lab reports submitted as required	5	82	5	5	4	4.67	Chem 127.1 (82)


	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acted as academic and thesis adviser</i>	1	4	5	5	5	5.00	Already reported in January to June Accomplishment: DMAndoy, EPano, DOrias, KRGarma
		A17. Number of students advised on thesis/ field practice/special problem:								
		<i>As SRC Chairman</i>	Advised and corrected research outline and thesis/SP manuscript	1	2	5	5	5	5.00	Already reported in January to June Accomplishment: OVertudazo, AAlute
		<i>As SRC Member</i>	Advised and corrected research outline and thesis/SP manuscript	1	3	5	5	5	5.00	Cuesta, Ferrer, Gaudicos
		A18. Number of students entertained for consultation purposes	Entertained students consulting on subject taught, thesis and grades	50	180	5	5	5	5.00	BSAgriculture Bschemistry
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	<i>Advised student organizations recognized by USOO</i>							
		A20. Number of Student organizations assisted on student related activities	<i>Assisted student organizations in implementing student related activities</i>							
	PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :	Prepared and submitted for review by the Technical Review Panel							
		<i>On-line ready courseware</i>	<i>Prepared Instructional module/laboratory guide/workbook or a combination thereof</i>							

		Supplemental learning resources	Prepared Power Point presentation, video clips, and reading assignments depending on course taught	15	34	5	5	5	5.00	Chem 131 (7) Chem 127n (19) Chem 127.1 (6) Chem 192 (2)
		Assessment tools	Prepared assessment tools such as long exams, quizzes, and practice exercises	21	89	5	5	5	5.00	Chem 131 (34) Chem 127n (25) Chem 127.1 (20) Chem 192 (10)
		A 24 : Number of virtual classroom created and operational	Created virtual classroom using either Moddle or Google Classroom	3	4	5	5	5	5.00	Chem 131 Chem 127n Chem 127.1 Chem 192
UMFO 3 . RESEARCH SERVICES										
UMFO 4. EXTENSION SERVICES										
UMFO 5. SUPPORT TO OPERATIONS										
	OVPI MFO 4. Program and Institutional Accreditation Services									
UMFO 6. General Admin. & Support Services										
	Total Over-all Rating								59.67	

Average Rating	4.97
Additional Points:	
Approved Additional points (with copy of approval)	
FINAL RATING	4.97
ADJECTIVAL RATING	Outstanding

Comments & Recommendations for Development Purposes
Finish the MS in Chemistry


Evaluated & Rated by:


ELIZABETH S. QUEVEDO
 Department Head
 Date: 1/5/24

Recommending Approval


MA. THERESA P. LORETO
 Dean, CAS
 Date: JAN 16 2024

Approved by:


BEATRIZ S. BELONIAS
 Vice President for Academic Affairs
 Date: 1/17/24

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Employee: YHENA L. BANDIBAS

Head of Office: ELIZABETH S. QUEVEDO

Number of Personnel: 1

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Ensure commitments on research, extension, and publications are attained				September, 2023
	Followed up status of her MS in Chemistry program				November, 2023
Coaching	Encouraged the faculty to: a) submit research paper for possible publication in a peer-reviewed journal;				
	b) submit research and extension proposal for possible funding (local/external/international)				
	c) attend relevant training & scientific for a				
	d) finish MS Chemistry program before her next renewal of appointment (August 2024)				

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

Conducted by:



ELIZABETH S. QUEVEDO

Immediate Supervisor

Noted:



MA. THERESA P. LORETO

Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: YHENA L. BANDIBAS

Performance Rating: Very Satisfactory

Aim: Aspire for an outstanding student rating in all subjects taught

Proposed Interventions to Improve Performance:

Date: January, 2024

Target Date: June, 2024

First Step:

Prepare and update learning materials for all chemistry subjects to be taught in the 1st Semester AY 2023-2024, follow up student performance constantly and finish MS in Chemistry the soonest time possible

Results:

Meets the QS for tertiary instruction

Date: _____

Target Date: _____

Next Step:

Outcome: _____

Final Step/Recommendation:

Prepared by:



ELIZABETH S. QUEVEDO

Unit Head

Conforme:

YHENA L. BANDIBAS

Name of Ratee Faculty/Staff