

## SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: DE LOS SANTOS, JANET ALEXIS A.

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
i. Head/Dean (100%)		4.7x100%= 4.7	
j. Students (TPES on-going)			
Total for Instruction	55%	4.7	2.58
2. Research			
e. Client/Dir. for Research			
f. Dept. Head/Center Director (100%)		4.86 x 100% = 4.86	
Total for Research	30%	4.86	1.458
3. Extension			
c. Client/Dir. for Extension			
d. Dept Head/Center Director (100)		4.76 x 100% = 4.76	
Total for Extension	15%	4.76	0.714
TOTAL			4.75

EQUIVALENT NUMERICAL RATING: 4.75

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.75

ADJECTIVAL RATING:

Very Satisfactory

Prepared by:

Reviewed by:

**JANET ALEXIS A. DE LOS SANTOS**

Name of Faculty *15 Dec 2020*

**JOEL REY U. ACOB**

Department Head *11 Jan 2021*

Recommending Approval:

**JOEL REY U. ACOB**

Dean *11 Jan 2021*

Approved:

**BEATRIZ S. BELONIAS**

Vice President for Academic Affairs

"Exhibit B"

# INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, JANET ALEXIS A. DE LOS SANTOS, a faculty member of the DEPARTMENT OF NURSING commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JULY-DECEMBER, 2020.

JANET ALEXIS A. DE LOS SANTOS

ASSOCIATE PROFESSOR I

Date: Nov. 15, 2020

Approved:

JOEL REY U. ACOB

Department Head

Date: 11 Jan 2021

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										
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	Handles subjects/courses assigned : NuCM 112,	5	19.375	4.7	4.8	4.6	4.7	
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	1	1	4.6	4.7	4.5	4.6	
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	2	4.5	4.7	4.7	4.63	
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes/ Case studies for lec and lab	2	2	4.7	4.7	4.7	4.7	

		<b>A18</b> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught	10 hours	15 hrs.	4.7	4.7	4.7	4.7	online consultation via social media
	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21</b> : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	1	15 online modules	4.8	4.7	4.7	4.73	NuCM 112 : Med Surg Cardio and Hema; NuCM 111: Nursing Research
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	15 online modules	4.8	4.7	4.7	4.73	NuCM 112 : Med Surg Cardio and Hema; NuCM 111: Nursing Research
		Supplemental learning resou	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	2	4.7	4.8	4.8	4.76	organized 2 webinars with international resource speaker
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	2	4.7	4.7	4.7	4.70	practice tests in MS uploaded to Google Classroom
		<b>A 24</b> : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	1	4.7	4.5	4.7	4.63	Google classroom
<b>UMFO 3 . RESEARCH SERVICES</b>										



	<p><b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *</p>	<p>Conducts research for possible utilization by industry or other beneficiaries</p>	3	4	4.8	4.8	4.8	4.8	<p><b>1 publication on year 2018</b>  (Examining stress perceptions and coping strategies among Saudi nursing students; A systematic review; Nurse Education Today); <b>3 publications on year 2019</b> (1. Knowledge, Attitude, and Practice on Blood Donation among University Students; a Systematic Review of Literature; <i>Malaysian Journal of Medical Research</i> ; 2. Geriatric Depression and Coping Strategies of Penalized Older Adults; <i>Malaysian</i></p>
	<p><b>A27.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *</p>								

	<b>PI 2.</b> Number of research outputs completed within the year *		Conducts and completes research project within the year	3	8	4.8	4.9	4.9	4.87	1. Association between nurse and hospital characteristics and organizational silence behaviors in nurses: a cross-sectional study (Journal of Nursing Management; July 15, 2020) 2. Relationship between nurse practice environment and work outcomes: a survey study in the Philippines (International Journal of Nursing Practice; July 16, 2020) 3. COVID-19
		<b>A 28.</b> Number of research outputs completed within the year (July-December) *								
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29.</b> 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	3	5	5	5	5		Prepared 10 manuscripts, with 8 papers accepted and published in an internationally refereed and reputable journal *see above (July-December 2020)
		<i>In refereed int'l journals</i>		3	5	5	5	5	5	
		<i>In refereed nat'l/regional journals</i>		0						

	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	1	1	4.7	4.8	4.7	4.73	1 submitted to EVHRDC and 1 submitted to OVPRE-Research Office (on-process)
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)		1	1	5	5	5	5	Regional Grand Winner FIRST PLACE as Oral Research Presenter in the Eastern Visayas Health Research and Development Consortium (EVHRDC) Regional Health Research Symposium, October 28, 2020
		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	2	2	4.8	4.7	4.8	4.76	Conducted 2 research surveys related to fear of COVID-19 : Nurses & Student Nurses with team of researchers from various institutions (local and international)
<b>UMFO 4. EXTENSION SERVICES</b>										
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							

	Peer reviewers/Panelists			1	3	4.8	4.7	4.8	4.76	Served as peer reviewer in Scientific Reports, PLOS ONE, and Cogent PPsychology
	Total Over-all Rating	Peer reviewers/Panelists							4.75	

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

**Comments & Recommendations for Development Purpose:**

-commendation of her significant contribution in research production and publication.  
-soar higher

Evaluated & Rated by:

JOEL REY U. ACOB

Department Head

Date: 11 Jan 2021

Recommending Approval

JOEL REY U. ACOB

Dean, College of Nursing

Date: 11 Jan 2021

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 11/15/21



## PERFORMANCE MONITORING & COACHING JOURNAL

Name of Office: COLLEGE OF NURSING

Head of Office: ACOB, JOEL REY U.

Number of Personnel: DE LOS SANTOS, JANET ALEXIS A.

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

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Coaching and mentoring executed during the monthly faculty meetings.		*Advised to continue developing the learning guides as prescribed by the university.			Able to submit the required learning materials for the classes handled.
		*Encouraged to submit weekly accomplishments for the applied WFH dates.			Able to submit weekly accomplishments with appropriate attachments.
		*Encouraged to render extra mile to reach out students in the new normal.			Commendation for taking the advice as evidenced by conduct of consultation calls
					Commendation for organizing two webinars in support to instruction with international speakers as resource experts
		*encouraged to spearhead the College RDE office in crafting proposals for submission			Commendation for facilitating the RDE workshop for the College.
		*Encouraged to participate and disseminate study			Commendation for bringing home the



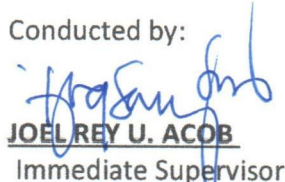
		findings.			bacon as First place during the EVHRDC Research Conference.  Able to secure needed documents and attachments.
		*start retrieving documents pertinent to PDS, CV accomplishments			

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

  
**JANET ALEXIS A. DE LOS SANTOS**  
 Faculty

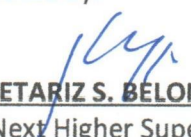
*Jan. 11, 2021*

Conducted by:

  
**JOEL REY U. ACOB**  
 Immediate Supervisor

*11 Jan 2021*

Noted by:

  
**BETARIZ S. BELONIAS**  
 Next Higher Supervisor

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **DE LOS SANTOS, JANET ALEXIS A.**

Performance Rating: **4.75**

The Performance Rating showed that the concerned faculty obtained a Very Satisfactory Performance in the delivery of core mandates of the university.

Dr. De Los Santos' contribution through publication became instrumental in the achievement of the target set forth in 2020. Further, her performance during the recently concluded EVHRDC research forum is a testament of her unceasing desire for information dissemination.

Moreover, her initiative to spearhead two webinars in support for instruction is a certain indicator of producing a globally competitive BSN graduates.

**Aim(s):** 1. to engage in community extension activities  
2. to serve as mentor for neophyte faculty researchers  
3. attendance to conferences and other nursing-related undertakings.

Date: July 2020

Target Date: December 2020

### Proposed Interventions to Improve Performance:

#### First Step:

- Included in the monthly meeting discussion
- Conduct of College in-house review in crafting research and extension proposals along with senior faculty members.

#### Results:

- Able to identify researchable topics and areas feasible for extension works.
- Motivated junior faculty members to do research and publish


#### Next Step:

- Encouraged to follow-up proponent leaders to submit outputs for final review.

#### Final Step/Recommendation:

- Agreed to serve as senior faculty mentor in research development
- Agreed to review the research proposals of the college.

Prepared by:

  
**JOEL REY U. ACOB**  
Dean 1 Jan 2021

Conforme:

  
**JANET ALEXIS A. DE LOS SANTOS**  
Faculty Jan. 11, 2021