

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Alice M. Acabal

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)	50%	5.00	2.50
b. Students (50%)	50%	5.00	2.50
			5.00
TOTAL for Instruction	75%	5.00	3.750
2. Research	20%	5.00	1.00
3. Extension	0%		0.00
4. Support to Students	5%	5.00	0.25
5. Production	0%		0.00
TOTAL	100%		5.00

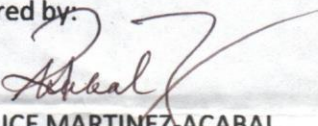
EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

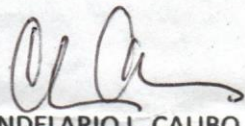
TOTAL NUMERICAL RATING: 5.00

ADJECTIVAL RATING: Outstanding

Prepared by:


ALICE MARTINEZ-ACABAL
Name of Faculty

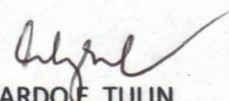
Reviewed by:


CANDELARIO L. CALIBO
Head, DoPAC

Recommending Approval:


BEATRIZ S. BELONIAS
VP for Instruction

Approved:


EDGARDO E. TULIN
VSU President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ALICE M. ACABAL, of the Department of Pure & Applied Chemistry, College of Arts & Sciences 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 2017.

ALICE R. MARTINEZ-ACABAL
Ratee

Approved: CANDELARIO L. CALIBO
Department Head

MFO No.	MFO & PAPs	Success/Performance Indicators(PI)	Program/ Activities Projects	Tasks Assigned	Target	Details of Actual Accomplishment	Rating				Remarks
							Q ¹	E ²	T ³	A ⁴	
MFO: 1	Advanced Education Services	PI. 1. Full Teaching Equivalent (FTE)	Instruction								
		PI. 2 Number of graduate students advised	Instruction	as GAC to students major in Chemistry	1	2	5	5	5	5	graduate faculty
	Higher Education Services	PI.1. Full Teaching Equivalent (FTE)	Instruction	Teaches Chem 11, 125 lec(2), Chem 126 lec	8	25.65	5	5	5	5	Vacation-Sick leave
		PI.2 Number of instructional materials developed/revised and utilized	Instruction								
		Revise Course Outline		updated course outline	1	1	5	5	5	5	Chem 126
MFO: 3	Research Services										
		PI. 3. Conducts research project/study approved/ conducted	Research	Conducts approved research study/project	1	1	5	5	5	5	CAS.715-1218 - Phytochemical studies on the ethnobotanical resources used by tambalans & mangangalaps of Siquijor
		PI 2. Number Oral and poster presentations in national and international conferences	Research	presents research output							
		PI. 4 Additional output(attended seminars/workshops/trainings)		national							
				regional							
				institutional/local	1	1	5	5	5	5	Operation of HPLC w/ Photo Diode Array Detector)Prominence with SPD-M20A)
MFO: 4	Extension Services	PI 1. Number of individual beneficiaries served	Giving assistance to clientele	Accommodate individuals seeking assistance	1	1	5	5	5	5	
		PI 2. Number of group beneficiaries served	Giving assistance to clientele	Accommodate groups seeking assistance	1	1	5	5	5	5	

Average Rating (Total Over-all rating divided by 6)		5.00
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		5.00
ADJECTIVAL RATING		

Comments & Recommendations for Development Purpose:

Received by:
TERESITA L. QUIAÑOLA
PRPEO

Calibrated by:
REMBERTO A. PATINDOL
Chair, PMT

Recommending Approval:
BEATRIZ S. BELONIAS
Vice President

Approved by:
EDGARDO E. JULIN
President

Date: _____

Date: _____

Date: _____

Date: _____

- 1 - Quality
- 2 - Efficiency
- 3 - Timeliness
- 4 - Average

VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte, 6521-A
Teaching Performance Evaluation

Teacher: Acabal, Alice M. Second Semester 2016 - 2017 No. of Raters: 35

Subject: 3 - Chem 125 - Organic Chemistry I Class Type: Lecture 5-6 MWF

<i>Work Performance</i>	<i>NA</i>	<i>1 Poor</i>	<i>2 Below Satis- factory</i>	<i>3 Satis- factory</i>	<i>4 Very Satis- factory</i>	<i>5 Out- standing</i>	<i>Median</i>
1 Explains course objectives, requirement and grading system at the beginning of the semester					6	29	5.0
2 Always prepared and organized in class				1	7	27	5.0
3 Uses appropriate and updated instructional materials				2	8	25	5.0
4 Gives clear instructions/guidelines in accomplishing tasks			1		8	26	5.0
5 Discusses lessons clearly and with confidence, giving relevant examples to make the lesson more understandable			1	1	8	25	5.0
6 Makes classroom activities interesting and lively			1	4	16	14	4.0
7 Encourages students to ask questions and welcomes comments and suggestions			1		9	25	5.0
8 Has mastery of the subject matter				1	3	31	5.0
9 Available for student consultation even outside class time				3	11	21	5.0
10 Holds class regularly, starts and dismisses class on time and utilizes class period fully				1	11	23	5.0
11 Gives relevant assignments, course requirements					10	25	5.0
12 Returns quizzes, exams, homework, assignments and exercises				1	12	22	5.0
13 Fair in giving grades				4	7	24	5.0
14 Wears clean and appropriate clothes/attire in class					4	31	5.0
15 Firm in implementing policies yet approachable and understanding				1	7	27	5.0
16 Commands respect of students					6	29	5.0
17 Exercises decency in speech and actions					4	31	5.0
Median Rating		5.0					Outstanding
Median Rating (nearest whole number)		Rating Description					
1		Poor					
2		Fair					
3		Satisfactory					
4		Very Satisfactory					
5		Outstanding					

Suggestions of students for the improvement of their teachers' teaching performance

1: Discuss the lesson in a more understandable way	8.57%
2: Improve English proficiency especially grammar and pronunciation	2.86%
3: Add more class activities	2.86%
4: Allow students to know their class standing	17.14%
5: Avoid discussing matters not related to the lesson	2.86%
6: Avoid favoritism	2.86%
7: Avoid or lessen the use of "gay" language in class	2.86%
8: Be energetic/enthusiastic when discussing	11.43%
9: Be more approachable	8.57%
10: Be sensitive to slow learners	14.29%
11: Be sensitive to student needs & feelings	2.86%
12: Be well-organized in discussing the topic	2.86%
13: Discipline the students	2.86%
14: Dismiss the class 10 minutes before the time	8.57%
15: Do not get angry easily	2.86%
16: Don't be nervous in class	2.86%
17: Don't be too serious. Crack jokes sometimes.	8.57%
18: Don't interfere with students' personal life	2.86%
19: Don't talk too fast	2.86%
20: Explain further lessons that are difficult to understand	2.86%
21: Give more problem sets & assignments	2.86%
22: Give reasonable time allotment during exams	2.86%
23: Give time for students to copy notes in class	8.57%
24: Guide the students during the laboratory	2.86%
25: Improve teaching & communication skills	5.71%
26: Improve teaching strategies/techniques	2.86%
27: Inform the students ahead if you can't come to class	2.86%
28: Smile often	5.71%

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Teaching Performance Evaluation

3 - Chem 126 - Organic

Teacher: Acabal, Alice M Second Semester 2016 - 2017 No. of Raters: 42

Subject: 3 - Chem 126 - Organic Chemistry II Class Type: Lecture 10-11 MWF

	NA	1 Poor	2 Below Satis- factory	3 Satis- factory	4 Very Satis- factory	5 Out- standing	Median
Work Performance							
1 Explains course objectives, requirement and grading system at the beginning of the semester				1	9	32	5.0
2 Always prepared and organized in class					12	30	5.0
3 Uses appropriate and updated instructional materials				2	13	27	5.0
4 Gives clear instructions/guidelines in accomplishing tasks				1	9	32	5.0
5 Discusses lessons clearly and with confidence, giving relevant examples to make the lesson more understandable				2	10	30	5.0
6 Makes classroom activities interesting and lively				5	20	17	4.0
7 Encourages students to ask questions and welcomes comments and suggestions				1	7	34	5.0
8 Has mastery of the subject matter					5	37	5.0
9 Available for student consultation even outside class time				3	13	26	5.0
10 Holds class regularly, starts and dismisses class on time and utilizes class period fully				1	15	26	5.0
11 Gives relevant assignments, course requirements				2	13	27	5.0
12 Returns quizzes, exams, homework, assignments and exercises				1	13	28	5.0
13 Fair in giving grades					13	29	5.0
14 Wears clean and appropriate clothes/attire in class				1	6	35	5.0
15 Firm in implementing policies yet approachable and understanding				2	8	32	5.0
16 Commands respect of students		1		2	10	29	5.0
17 Exercises decency in speech and actions				1	7	34	5.0
Median Rating		5.0				Outstanding	
Median Rating (nearest whole number)							
1							
2							
3							
4							
5							
Rating Description							
Poor							
Fair							
Satisfactory							
Very Satisfactory							
Outstanding							

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Suggestions of students for the improvement of their teachers' teaching performance						
Teaching Performance Evaluation						
Second Semester 2016 - 2017						
Class Type: Lecture						
No.	Poor	Below Satisfactory	Satisfactory	Very Satisfactory	Outstanding	
1: Allow students to know their class standing						7.14%
2: Avoid discussing matters not related to the lesson						4.76%
3: Avoid insulting the students						4.76%
4: Avoid jokes that can offend students						2.38%
5: Be energetic/enthusiastic when discussing						4.76%
6: Be more approachable						4.76%
7: Be sensitive to slow learners						16.67%
8: Be sensitive to student needs & feelings			1	8	41	14.29%
9: Dismiss the class 10 minutes before the time			1	11	38	11.90%
10: Don't be too serious. Crack jokes sometimes.		1	3	9	37	2.38%
11: Don't discourage the students						9.52%
12: Don't keep changing your decisions/instructions			6	8	26	2.38%
13: Give more examples and activities						2.38%
14: Give more problem sets & assignments		1	5	9	35	2.38%
15: Give reasonable time allotment during exams						7.14%
16: Give time for students to copy notes in class		1	4	11	21	2.38%
17: Inform the students ahead if you can't come to class			1	6	10	2.38%
18: Lessen talking about your personal life						4.76%

19: Have history of the subject matter				3	47	5.0
20: Available for student consultation even outside class time	1		4	17	28	5.0
21: Holds class regularly and dismisses class on time and without delay		2	3	17	28	5.0
22: Gives students assignments, course requirements			3	11	34	5.0
23: Returns papers, quizzes, homework, assignments and exams			2	20	28	5.0
24: Enthusiastic and energetic	1		3	11	35	5.0
25: Warm, open and approachable (other than in class)				2	48	5.0
26: Enthusiastic, energetic, personable, yet approachable and understanding			6	8	36	5.0
27: Considers respect of students			2	9	39	5.0
28: Shows concern in speech and actions			1	5	43	5.0

Median Rating:

5.0

Outstanding

Median Rating (overall mean):

Rating Description:

Poor

Fair

Satisfactory

Very Satisfactory

Outstanding

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VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte, 6521-A
Teaching Performance Evaluation

1 - Chem 11 - General

Teacher: Acabal, Alice M. Second Semester 2016 - 2017 No. of Raters: 22

Subject: 1 - Chem 11 - General Chemistry 1 Class Type: Lecture 7-8:30 TTh

Work Performance		NA	1 Poor	2 Below Satis- factory	3 Satis- factory	4 Very Satis- factory	5 Out- standing	Median
1	Explains course objectives, requirement and grading system at the beginning of the semester					4	18	5.0
2	Always prepared and organized in class					7	15	5.0
3	Uses appropriate and updated instructional materials					7	15	5.0
4	Gives clear instructions/guidelines in accomplishing tasks					6	16	5.0
5	Discusses lessons clearly and with confidence, giving relevant examples to make the lesson more understandable					5	17	5.0
6	Makes classroom activities interesting and lively				2	10	10	4.0
7	Encourages students to ask questions and welcomes comments and suggestions				1	6	15	5.0
8	Has mastery of the subject matter					3	19	5.0
9	Available for student consultation even outside class time				2	9	11	4.5
10	Holds class regularly, starts and dismisses class on time and utilizes class period fully				3	5	14	5.0
11	Gives relevant assignments, course requirements				2	6	14	5.0
12	Returns quizzes, exams, homework, assignments and exercises				1	6	15	5.0
13	Fair in giving grades					6	16	5.0
14	Wears clean and appropriate clothes/attire in class					6	16	5.0
15	Firm in implementing policies yet approachable and understanding					7	15	5.0
16	Commands respect of students				1	4	17	5.0
17	Exercises decency in speech and actions					6	16	5.0
Median Rating								5.0
								Outstanding
Median Rating (nearest whole number)		Rating Description						
1		Poor						
2		Fair						
3		Satisfactory						
4		Very Satisfactory						
5		Outstanding						

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Suggestions of students for the improvement of their teachers' teaching performance

1: Discuss the lesson in a more understandable way	9.09%
2: Allow students to know their class standing	22.73%
3: Always have eye contact with students when discussing the lesson	9.09%
4: Avoid degrading students especially on social media	4.55%
5: Avoid discussing matters not related to the lesson	13.64%
6: Avoid favoritism	18.18%
7: Avoid giving requirements that are not related to the subject	4.55%
8: Be energetic/enthusiastic when discussing	18.18%
9: Be more approachable	22.73%
10: Be sensitive to slow learners	9.09%
11: Be sensitive to student needs & feelings	9.09%
12: Discipline the students	9.09%
13: Dismiss the class 10 minutes before the time	13.64%
14: Do not get angry easily	4.55%
15: Don't be too serious. Crack jokes sometimes.	13.64%
16: Don't talk too fast	9.09%
17: Emphasize the important points of the lesson	9.09%
18: Explain further lessons that are difficult to understand	27.27%
19: Give more examples and activities	13.64%
20: Give more problem sets & assignments	4.55%
21: Give reasonable time allotment during exams	18.18%
22: Give time for students to copy notes in class	18.18%
23: Have well-prepared powerpoint presentations	9.09%
24: Improve teaching & communication skills	4.55%
25: Improve teaching strategies/techniques	4.55%
26: Improve your knowledge about the subject	4.55%
27: Inform the students ahead if you can't come to class	4.55%
28: Lessen talking about your personal life	4.55%
29: Make voice louder	4.55%
30: Smile often	13.64%

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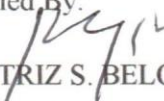
PERFORMANCE COACHING, COUNSELLING & MONITORING JOURNAL

Name of Faculty: Dr. Alice Martinez-Acabal

Strategies	Brief Description of Strategy/Strategies Used	Frequency	Date(s) Conducted	Outcome(s) (Briefly describe any improvement, if any)
A. Coaching				
☐ a. Issuance of Memo				
☐ b. One-on-one/ Face-to-Face coaching	Teaching performance is Outstanding, hence no coaching is necessary			
☐ c. Group Coaching				
☐ d. Others				
B. Monitoring				
☐ a. Actual Class observation				
☐ b. Others (specify)				

(Note: Please use extra sheet if necessary)

Conducted By: 
CANDELARIO L. CALIBO
Immediate Supervisor

Verified By: 
BEATRIZ S. BELONIAS
Next Higher Supervisor

CC: OVPI
ODAHRD
PRPEO