

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Mary Annilyn L. Villar**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.80 x 50 % = 2.40	
b. Students (50%)		5.00 x 50% = 2.50	
Total for Instruction	95%	4.90	4.66
2. Research			
a. Client/Dir for Research (50%)			
b. Dept. Head/Center			
Total for Research	0%		
3. Extension			
a. Client/Dir for Research			
b. Dept. Head/Center			
Total for Extension	5%	5.00	0.25
4. Administration	0%		
5. Production	0%		
TOTAL			4.91

EQUIVALENT NUMERICAL RATING: 4.91

Add: Additional Points, if any:

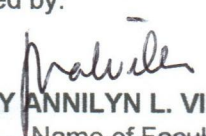
TOTAL NUMERICAL RATING: 4.91

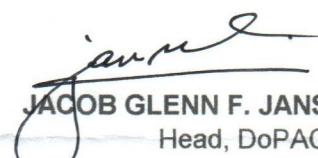
ADJECTIVAL RATING:

VS C

Prepared by:


Reviewed by:


MARY ANNILYN L. VILLAR
Name of Faculty


JACOB GLENN F. JANSALIN
Head, DoPAC

Recommending Approval:

Approved:


CANDELARIO L. CALIBO
Dean, CAS


BEATRIZ S. BELONIAS
VP for Instructor

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **MARY ANNILYN L. VILLAR**, of the Department of Pure & Applied Chemistry commits the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January 1 to June 30, 2019.

Mary Ann Villar
MARY ANNILYN L. VILLAR
Ratee

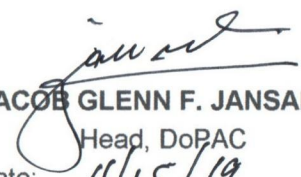
Approved: *Jacob Glenn F. Jansalin*
JACOB GLENN F. JANSALIN
Department Head

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	PI. 1 Full time Equivalent (FTE)	Instruction								
		PI. 2 Number of graduate student advised									
MFO:2	Higher Education Services	PI.1 FTE	Instruction	Teach Chem 125 lab, Chem 15 lec, Chem 21 lec, Chem 125 lab & Chem 122.2	8	22.50	5	5	5	5	Vacation-Sick Leave
		PI. 1 Number of Instructional materials developed/revised									
		Lab Manual	Instruction	To Update lab manual	2	2	4	5	5	4.7	Chem 120 & Chem 122.2
		Newsyllabus			1	1	4	5	4	4.3	Chem 127.2 4.67
MFO 3:	Research Services	PI.1 Number of outputs presented in local conferences	Research								5.00
		research output presentation	To present research output	regional	1	1	5	5	5	5	2nd Regional Symposium of PSBMB- Visayas Chapter
		PI. 2. Number of seminars/trainings attended									
				national	1	1	5	5	5	5	34th Phil Chem Congress
				regional	1	2	5	5	5	5	Symposium in ICP- Leyte Chapter
				institutional/local	1	1	5	5	5	5	Symposium in PSBMB


Average Rating (Total Over-all rating divided by	4.803	
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING	4.803	
ADJECTIVAL RATING	0	

Comments & Recommendations for Development Purpose:
Must apply for PhD study and attend conferences/seminars for CDD points.


Evaluated & Rated by:


JACOB GLENN F. JANSALIN
 Head, DoPAC
 Date: 11/15/19

Recommending Approval:


CANDELARIO L. CALIBO
 Dean, CAS
 Date: _____

Approved by:


BEATRIZ S. BELONIAS
 VP for Instruction
 Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Employee: MARY ANNILYN L. VILLAR

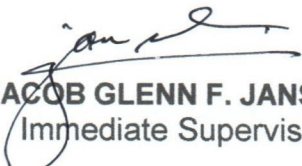
Head of Office: JACOB GLENN F. JANSALIN

Number of Personnel: 14 Faculty & 5 Admin Staff


Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring					
Coaching	Review the negative comments of students and improve on them				

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

Conducted by:


JACOB GLENN F. JANSALIN
 Immediate Supervisor

Noted


CANDELARIO L. CALIBO
 Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: MARY ANNILYN L. VILLAR
Performance Rating: Outstanding & Very Satisfactory

Aim:

Proposed Interventions to Improve Performance:

Date: November 15, 2019

Target Date: 1st sem 2019 -2020

First Step:

1. Review at the negative comments of students
2. Find ways on how to improve delivery of instruction

Date:

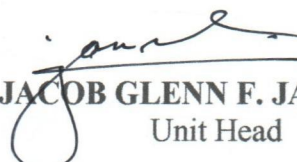
Target Date:

Next Step:


Outcome:

Final Step/Recommendation:

Prepared by:


JACOB GLENN F. JANSALIN
Unit Head

Conforme:


MARY ANNILYN L. VILLAR
Name of Ratee Faculty