


SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

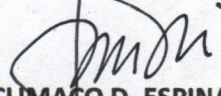
Name of Faculty Member: Ms. Joy Ann A. Cañete

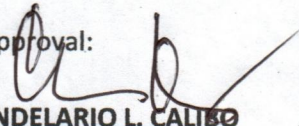
Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.39	
b. Students (50%)		2.33	
TOTAL for Instruction	85%	4.72	4.01
2. Research	0%	0	0
3. Extension	0%	0	0
4. Support of Operation	10%	4.67	0.47
5. Administration	5%	5.00	0.25
TOTAL			4.73

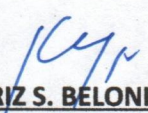
EQUIVALENT NUMERICAL RATING: 4.73
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: 4.73

ADJECTIVAL RATING: Outstanding

Prepared by: 
JOY ANN A. CANETE
Name of Faculty

Reviewed by: 
CLIMACO D. ESPINA, JR.
Head, DMP

Recommending Approval: 
CANDELARIO L. CALIBO
Dean, CAS

Approved by: 
BEATRIZ S. BELONIAS
Vice President for Instruction



Visayas State University
College of Arts and Sciences
DEPARTMENT OF MATHEMATICS AND PHYSICS
Visca, Baybay City, Leyte



INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **JOY ANN A. CAÑETE**, of the **DEPARTMENT OF MATHEMATICS AND PHYSICS, College of Arts and Sciences** commit to the deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period July 1, 2019 to December 31, 2019

JOY ANN A. CAÑETE
JOY ANN A. CAÑETE
Substitute Instructor
Date: 2/5/2020

CLIMACO D. ESPIÑA, JR.
CLIMACO D. ESPIÑA, JR.
Head, DMP
Date: _____


Rating Equivalents:
5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory
2 - Fair
1 - Poor

MFO's/PAPs	Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Quality	Efficiency	Timeliness	Average	
Higher Education Services	PI 1. Number of FTE	Teaches: 1st Sen, SY 2019-2020= Math 11n (6 lecs.), Math 101 (2 lecs)	18	44.70	5	5	5	5.00	Teacher's leave
	PI 2. Number of instructional materials developed								
	New Course Outline	Prepares new course outline							
	New syllabi OBE	Prepares new syllabi	1	1	5	5	4	4.67	Math 101
	Revised syllabi	Revised syllabi	1	1	5	5	4	4.67	Math 101
	New Lecture manual	Prepares new manual							
	New Powerpoint lecture presentation (per course)	Prepares powerpoint	1	1	5	5	5	5.00	Teaches: 1st Sen, SY 2019-2020= Math 11n (6 lecs.), Math 101 (2 lecs)
	PI 3. Additional outputs								
	Numbers of hours checking papers per week	Checked papers	2	12	5	5	4	4.67	Math 11 (3 units) = 6 lec; Math 101 =3 units) 2 lec.

		Numbers of hours class preparation per week	Prepared class preparation	2	24	5	5	4	4.67	Math 11 (3 units) = 6 lec; Math 101 =3 units) 2 lec.
		Numbers of seminar/attended							0.00	
					Total points				28.67	
MFO 5	Support to Operations	Pl.2 Number of hours spent for student consultation	Entertained students	30	60	5	5	4	4.67	regarding subject matters, grades
		P.3 Additional Outputs								
					Total points				4.67	
MFO 6	General Admin. & Support Services (GASS)									
	Efficient & Constumor Friendly	Zero percent complaint from clients served	Entertains clients	0% complai	0% no complaint	5	5	5	5.00	Students, Parents, Faculty & Staff
									5.00	
	Total Over-all Rating								38.33	
	Average Rating								4.79	
	Adjectival Rating								0	

Average Rating (Total Over-all rating divided by 4):	4.79	Comments & Recommendations for Development Purpose:
Additional Points:		<i>Needs improvement in RDE facilities</i>
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING	4.79	
ADJECTIVAL RATING		

Evaluated and Review:


CIMACO D. ESPINA, JR.
 Head, DMP

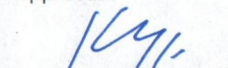
Date: _____

Recommending Approval:


CANDELARIO L. CALIBO

Date: _____

Approved:


BEATRIZ S. BELONIAS
 Vice President for Instruction

Date: _____

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

"Exhibit I"

PERFORMANCE MONITORING FORM

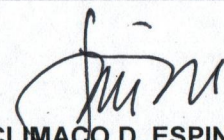
Name of Employee: **MS. JOY ANN A. CAÑETE**

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1.	Teaches: 1st Sen, SY 2019-2020= Math 11n (6 lecs.), Math 101 (2 lecs)	Regular attendance in the assigned classes, grade sheet per courses taught, and good result of student performance evaluation	July 2019	Aug. 2019	Aug. 2019	Impressive	Outstanding	Improve performance with respect to students' comments on TPES.
2.	Assist students through advising and students consultation	Improved student performance	July 2019	Oct. 2019	Dec. 2019	Impressive	Outstanding	Provide more interventions for the improvement of students
3.	Develop/Revise syllabi	Copy of teaching manuals in Math 11n, Math 101	July 2019	Oct. 2019	Dec. 2019	Impressive	Outstanding	Follow the format prescribed by MMDC
4.	Submission of midterm grades and final grades	Grades submitted to registrar	July 2019	Oct. 2019	Dec. 2019	Impressive	Outstanding	
5.	Perform other functions assign by the head	Reports	July 2019	Oct. 2019	Dec. 2019	Impressive	Outstanding	Perform functions duly assigned to her

* Either very impressive, impressive, needs improvement, poor, very poor

** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor.

Prepared by:


CLIMACO D. ESPINA, JR.
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: JOY ANN CAÑETE

Performance Rating: Outstanding

Aim: Encourage her to make research/extension project proposals.

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: _____ Target Date: One year from date of intervention

First Step:
Endorsed her to the Scholarship Committee for study leave with pay.

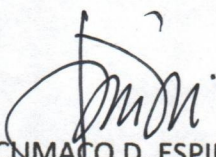
Result: She will be able to pursue the PhD Mathematics Program by August 2020.

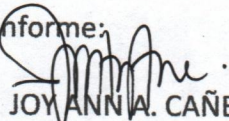
Date: _____ Target Date: End of first semester

Next Step: To continue giving her moral support in her studies until targeted date of full completion of studies in June 2023.

Outcome: Good grades

Final Step/Recommendation:

Prepared by: 
CLIMACO D. ESPINA JR.
DMP Head

Conforme: 
JOY ANNA A. CAÑETE
Ratee