SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Jacob Glenn F. Jansalin

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.99 x 50 % =2.49	
b. Students (50%)		5.00 x 50 % =2.50	
Total for Instruction	75%	4.99	3.74
2. Research			
a. Client/Dir for Research		5 x 50%= 2.50	
b. Dept. Head/Center		5 x 50%= 2.50	
Director (50%)			
Total for Research	5%	5.00	0.25
3. Extension			
a. Client/Dir for		5 x 50% = 2.5	
b. Dept. Head/Center Director (50%)		5 x 50% = 2.5	
Total for Extenstion	5%	5.00	0.25
4. Administration	10%	5.00	0.50
5. Production	5%	5.00	0.25
TOTAL	100%		4.99

EQUIVALENT NUMERICAL RATING:

4.99

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.99

ADJECTIVAL RATING:

Outstanding

Prepared by:

Reviewed by:

ann

JACOB GLENN F. JANSALIN

Name of Faculty

CANDELARIO. CALIBO Dean, CAS

Approved:

BEATRIZ S. BELONIAS

VP for Instructor

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, JACOB GLENN F. JANSALIN, 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-June 30, 2018.

JACOB GLENN F. JANSALIN
Ratee

Approved:

ANDELARIO L. CALIBO

CAS Dean

	•	Naice					CAS Dean					
MFO No.	MFO & PAPs	Success/Performance Indicators(PI)	Program/ Activities	Tasks Assigned	Target	Details of Actual			Rating		Remarks	
		, ,	Projects			Accmplishment	Q ¹	E ²	T ³	A ⁴		
MFO: 1	Advanced . Education Services	PI 1. Full Teaching Equivalent (FTE)	Instruction								Graduate faculty	
		PI 2. Number of graduate students advised	Instruction	Advise Master in Education major in Chemistry Students								
		PI 3: Number of GAC membership to graduate students	Instruction	Acted as GAC member	2	2	5	5	5	5		
MFO: 2 Higher Education Services		P 2.1 Full Teaching Equivalent (FTE)	Instruction	To teach Chem 152 lec, lab; Chem 151 lec, lab	8	34.65	5	5	5	5	Vacation-Sick Leave/ Dept. Head	
		P2.2. Revised Course Outlines	Instruction	Revise course outlines	1	1	5	5	5	5	Chem 151	
	nrepared/revised Instruction		To develop course syllabi (OBE) format	2	2	5	5	4	4.66667	Chem 157, 158		
MFO: 3	Research Services	P3.1 Number of Awards received by student advisee	Research	student research								
		P 3.2 Number of research conducted	Research	Conducted approved and funded research	1	1	5	5	5	5	Project leader-Survey & Chemical Characterization of Cinnamomum Species in Leyte	
		P3.3 Number of research proposals prepared and submitted for VSU and other agencies	Research	Request research funding	1	1	5	5	5	5		
		P3.4. Amount of research fund generated from VSU and external agencies	Research fund generation	Generate fund for research	100K	300K	5	5	5	5	Project leader-Survey & Chemical Characterization of Cinnamomum Species in Leyte	
		P3.5 Number of research completed	Research	Completed research within the prescribed period								
		P3.6 Number of groups or individuals mentored to conduct research	Research mentoring	Mentor groups or individuals to conduct research	1	2	5	5	5	5	2 High School groups	
		Number of research paper submitted for publication		submits research paper for publication	1	1	5	5	5	5	Yu, M.A et al, ATR	
		Number of seminars/workshops attended & facilitated	International									

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			national		1	2	5	5	5	5	33rd Philippine Chemistry Congress Updates on the Chemistry Profession Act: A Chemistry Week 2018 Symposium
			regional		1	1	5	5	5	5	
			local/institutional		1	2	5	5	5	5	1st Associstion of Education Researchers and Trainers (ASSERT)
MFO: 4	Extension Services	P4.1 Number of individual beneficiaries served	Giving assistance to clientele	Accommodate individuals seeking assistance	2	2	5	5	5	5	
		P4.2. Number of group beneficiaries served	Giving assistance to clientele	assistance	1	1	5	5	5	5	
		P4.3. Number of technical expert services conducted	Conducting technical expert services	Serve as on-call specialist in extension projects, panelist in RDE review, and a counterpart in the AACCUP accreditation for BSChem	1	2	5	5	5	5	
		P4.14Number of extension projects conducted and involved	Conducting extension activities	Conducts extension project	1	1	5	5	5	5	Enhancing Secondary and Senior High School Teachers Competencies in Teaching Sciences, Mathematics, Statistics and English
		Number of trainings attended/conducted		regional							
				local/institutional	1	1	5	5	5	5	
MFO: 5	Support to Operations	Faculty Development Services									
		Number of faculty pursuing advance research/degree programs facilitated, monitored & assisted	Faculty Devpt	Endorsed/Monitored faculty for Ph degree	1	2	5	5	5	5	AARamal. GCAlbarico
				Endorsed/Monitored faculty for MS degree	3	3	5	5	5	5	YASalas, KNSBandibas, YPLazona
				Recommends attendance of faculty & staff to seminars/trainings/workshops	2	5	5	5	5	5	AARamal. GCAlbarico
		P5. 1. Student advising and consultation servises	Support to students	Conducts special services to students	2	2	5	5	5	5	Tutorials for BSChem students
		P5. 2. Number of hours spent on student thesis outline/manuscript/special problem	Support to Students	Record the number of hours spent on student consultation regarding thesis outline	20	40	5	5	5	5	
		PI. 3Number of hours spent on student consultations	Support to Students	Record the number of hours spent on student consultation regarding subject matter	20	50	5	5	5	5	shifters & transferess students
		P5.3. Number of student thesis outline advised	Support to Students	Advise BSChem, BSBiotech, students as							

, o = 5.				as adviser	2	6	5	5	5	5	JRAragon, AMCDimas, AMOFernandez, AVSerano, SBManapsal, JFNayga, CJMParac & NJPRamal
				co-adviser	1	1	5	5	5	5	BSChem & BSBiotech
				chair , SRC	2	2	5	5	5	5	BSChem & BSBiotech
				member, SRC	3	3	5	5	5	5	BSChem & BSBiotech
		P5.4 Number of student thesis manuscript advised and checked	Support to Students	Check manuscript of BSChem and BS Biotech students	10	12	5	5	5	5	
		P5.5. Number of hours spent on student thesis outline/manuscript/special problem consultation	Support to Students	Record the number of hours spent on student consultation,thesis manuscript/outline checked	20	40	5	5	5	5	BS Chem & BS Biotech Thesis Advisee/Co-Advisee
		P5.5 Number of hours spent for student consultation for courses/academic_matter	Support to Students	Student consultation for academic problems	20	30	5	5	5	5	BSChem & BSBiotech
		<u>P5.6</u> . Additional outputs									
MFO:6	General Administration and Support Services (GASS)										
	Efficient and customer friendly frontline service	PI. 1 Zero complaints from clients served		Entertain students/visitors /parents with zero percent complaint from clients served.	0% complaint	no complaint	5	5	5	5	
		P2. DoPAC Head		Planned /Programmed activities for DoPAC	2	2	5	5	5	5	
				Number of department meetings conducted	3	6	5	5	5	5	
				Number of meetings attended as member of VSU committees	3	8	5	5	5	5	
				Number of hours spent for dept /CAS /other meetings	4	12	5	5	5	5	
				Number of VSU committee as member /chairman	2	4	5	5	5	5	
				Number of DoPAC faculty evaluated/sem	12	12	5	5	5	5	
				Number of dept, activities supervised	1	3	5	5	5	5	Chem Week, VSU Anniversary, Team Building
				Number of documents signed/month	35	50	5	5	5	5	CSR/DTR, reimbursement, /voucher,payroll,recommendations & travel reports
				Number of reports submitted on time	3	3	5	5	5	5	Actual teaching load, Projected WL, PPMP
	Total Over-all Rating	Į .								199.67	
	Average Rating									4.99	
	Adjectival Rating										

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Average Rating (Total Over-all rating divided by 6)	4.99
Additional Points:	
Punctuality	
Approved Additional points (with copy of approval)	
FINAL RATING	4.99
ADJECTIVAL RATING	

	Comments & Recommendations for Development Purpose: ,	
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Recommending Approval:

Approved by:

JACOB GLENN F. JANSALIN

Head, DoPAC

CANDELARIO L. CALIBO

Dean, CAS

Date: _____

BEATRIZ S. BELONIAS

VP for Instruction

Date:

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

PERFORMANCE MONITORING & COACHING JOURNAL

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1	3 rd	T
1	4th	R

Name of Employee: <u>JACOB GLENN F. JANSALIN</u>

Head of Office: CANDELARIO L. CALIBO

Number of Personnel: _____

	ME	CHANISM				
Activity	Meeting			Others	Remarks	
Monitoring	One-on-One	Group		(PIs. specify)	Remarks	
Monitoring	To plan out well his dissertation proposal while managing DoPAC				Enrolled this sem for his dissertation	
Coaching	To monitor newly hired instructors especially those teaching BS Chem lab classes; follow-up PRs of office & lab supplies.				On-going	

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

Conducted by:

CANDELARIO L. CALIBO

Immediate Supervisor

Noted

Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Performance Rating:	B GLENN F. JANSALIN					
Aim:						
Proposed Interventions to Im	prove Performance:					
Date: January 2018	ate: January 2018 Target Date: March 2018					
First Step: Advise him to ma academic/admin	anage time well in his PhD dissertation and DoPAC concerns.					
Result: Approved dissertation DoPAC operations	n proposal topic and outline (manuscript); normalized					
Date: April 2018	Target Date: June 2018					
<u> </u>	eaching load so as to be able to conduct experimental aspect d writing DoPAC research and extension programs including ag activities.					
Outcome:						
Final Step/Recommendation	;					
	Prepared by: CANDELARIO L. CALIBO Unit Head					
Conforme:						

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JACOB GLENN F. JANSALIN Name of Ratee Faculty