SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Ms. Ma. Nena Q. Ramos

Program Involvement	Percentage	Numerical Rating	Equivalent
(1)	Weight of	(Rating x %)	Numerical
	Involvement		Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.46	
b. Students (50%)		2.25	
TOTAL for Instruction	85%	4.71	4.00
2. Research	0%	0	0
3. Extension	5%	4.83	0.241666667
4. Support to Operation	5%	4.67	0.23
5. Administration	5%	5.00	0.25
TOTAL			4.73

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4.73

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.73

ADJECTIVAL RATING:

Outstanding

Reviewed by:

Prepared by:

MA. NENA Q. RAMOS

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MACO D. ESPINA JR.

Name of Faculty Department Head

Recommending Approval:

CANDELARIO L. CALIBO

Dean, CAS

Approved by:

BEATRIZ S. BELONIA

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, MA. NENA Q. RAMOS, of the	DEPARTMENT OF MATHEMATICS AND PHYSICS,	College of Arts and Sciences	, commit to the	deliver and a	agree to be rated	on the
	omplishments in accordance with the indicated r					

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MA. NENA O. RAMOS	
Assistant Professor	
Date:	

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Head, DMP Date:

Rating Equivalents:

- 5 Outstanding 4 Very Satisfactory
- 3 Satisfactory
- 2 Fair
- 1 Poor

MFO No.	Description of	Success/ Performance	Program/	Tasks Assigned	Target	Actual		Ra	ating		Remarks
	MFO's/PAPs	Indicators (PI)	Activities / Projects			Accomplishment	Quality	Eficiency	Timeliness	Average	
MF01	Higher Education Services	PI 1. Number of FTE	Instruction	Teaches: Math 143 (1 lec), Math 23 (1 lec), Math 113 (1 lec), Math 126 (1 lec), Math 190 (1 lec) and Work Immersion (SHS) = 2nd Sem 2017-2018; Math 112 (1 lec) = Summer 2018; Math108n (1 lec) = Summer 2018-2019	8	26.72	5	5	5	5.00	Vacation/Sick Leave
		materials developed	Preparation/ Revising/ Encoding/ Printing								
		New Course Outline	Instruction	Make new course Outline	1	1	5	5	5	5.00	Math 108n
		Revised lec manual	Instruction	Revises lecture manual	1	1	5	5	4	4.67	Math 126
		Revised course outline		Revises course outline	1	1	5	5	5	5.00	Math126
		New powerpoint lecture preparation		Prepares one (1) powerpoint lecture presentation	1	1	5	4	5	4.67	Math 108n

		20.									qui-
		PI 3. Additional outputs Numbers of hours checking papers per week		Checked papers	2	6	5	5	5	5.00	2nd Sem SY 2017- 2018 subjects
		Numbers of hours class preparation per week		Prepares lessons & class presentations	2	10	5	5	5	5.00	2nd Sem SY 2017- 2018 subjects
		Numbers of hours supervise for SHS per week		Supervise SHS	1	1.5	5	5	5	5.00	Work Immersion
					3	Total points				39.33	
MF03	Extension Services	PI.1 Number of proposals research/extension works	Extension monitoring	Proposal for extension/ seminar workshop together with Department Head, HRAbad, ERLina Jr.	1	1	5	5	-	4.67	Enhancing Junior andn Senior High School Teachers' competencies in Teaching Sciences Mathematics, Statistics and English in the Baybay City Division (CAS Extension)
		PI.2 Additional Outputs					-	-		-	
		Number of hours training conducted inside VSU	Extension monitoring	Resource person	- 1						
		Number of hours seminar attended		Resource participant	2	8	5	5	5	5.00	Seminar-Workshop on Open Data Kit (March 7, 2019)
						Total points	+			9.67	
						Total politis	-	T	T	3.07	

		position of the same of the sa						7			T
1FO 5	Support to Students	P.I Student advising and	*								
		consultation services									
		PI.2 Number of hours spent	Support to students	Entertained/advised	10	20	5	4	5	4.67	regarding students
		for student consultation &									grades, and
		thesis advising									requirements
		P.3 Additional Outputs									
						Total points				4.67	
MFO 6	General Admin. &										
	Support Services (GASS)										
	Efficient & Constumor	Zero percent complaint from	General services	Entertains clients	0%	0% no complaint	5	5	5	5.00	Students, Parents,
	Friendly	clients served									Faculty & Staff
						Total points				5.00	
	Total Over-all Rating									58.67	
	Average Rating									4.89	
	Adjectival Rating									0	

Average Rating (Total Over-all rating divided by 4)	4.89
Additional Points:	MARKET SAME STATE CORPORTING AND
Punctuality	
Approved Additional points (with copy of approval)	
FINAL RATING	4.89
ADJECTIVAL RATING	

Comments & Recommendations for Development Purpose:

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Evalu	10toch	and Re	a di mierre
EValu	drens	ulu ne	view.

CLIMACO D. ESPINA, JR. Dept. Head/Unit Head

Date:

Recommending Approval:

CANDELARIO L. CALIBO

Dean, CAS

Date:

Approved:

Vice President for Instruction

Date: _

1 - Quality

2 - Efficiency

3 - Tmeliness

4 - Average

"Exhibit I"

PERFORMANCE MONITORING FORM

Name of Employee: PROF. MA. NENA Q. RAMOS

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommen- dation		
1.	Teaches: Math 108n (2 lec), Math 126 (1 lec), Math 23 (1 lec). = 2nd Sem 2018-2019	Regular attendance in the assigned classes, grade sheet per courses taught, and good result of student performance evaluation				Feb. 2019	Feb. 2019 Impressive		Outstanding	Improve performance with respect to students' comments on TPES.
2.	Assist students through advising and students consultation	Improved student performance	Jan. 2019	Feb. 2019	Feb. 2019	Impressive	Outstanding	Provide more interventions for the improvement of students		
3.	Prepares course outline updates	Approved course outline in Math 108n, Math 23	Jan. 2019	Feb. 2019	Feb. 2019	Impressive	Outstanding	Follow OBE format as prescribed		
4.	Develop/Revise instructional manual	Copy of teaching manual in Math 11n	Jan. 2019	Feb. 2019	Feb. 2019	Impressive	Outstanding	Follow the format prescribed by MMDC		

5.	Submission of midterm grades and final grades	Grades submitted to registrar	Jan. 2019	Feb. 2019	Feb. 2019	Impressive	Outstanding	
6.	Conduct extension project	Progress report	Jan. 2019	Feb. 2019	Feb. 2019	Impressive	Outstanding	Follow-up on the effectivity of the training conducted
7.	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	Jan. 2019	Feb. 2019	Feb. 2019	Impressive	Outstanding	Participates actively in all activities
8.	Perform other functions assign by the head	Reports	Jan. 2019	Feb. 2019	Feb. 2019	Impressive	Outstanding	Perform duties assigned to her

^{*} Either very impressive, impressive, needs improvement, poor, very poor
** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:



EMPLOYEE DEVELOPMENT PLAN

Name of Employee:	Prof. Ma. Ne	ena Q. Ramos
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Performance Rating: Outstanding

Aim: Encourage her to be involved in formulating research and extension project proposals.

Date: _____ Target Date: One year from this date

First Step:

Send her to trainings/seminars/workshops/fora related to research and extension activities.

Result:

Attendance in research and extension related trainings/seminars/workshops/fora. This will expose her to these engagements and will motivate her to do research and be involved in extension projects.

Date: Throughout the school year Target Date: End of SY 2019-2020

Next Step: Advise her to co-author draft research or extension project proposal.

Outcome: Research/project proposal

Final Step/Recommendation: Instruct her to submit the research/project proposal to the OVPRE for approval and possible funding.

Prepared by:

CLIMACO D. ESPINA JR.

DMP Head

Conforme:

MA.NENA Q. RAMOS

Ratee