

## SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **DAVID WINSTON W. TABADA**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	50%	4.88 x 50%	2.44
b. Students (50%)	50%	4.71 x 50%	2.355
Total for Instruction	50%		4.795
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research			
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL			4.795

EQUIVALENT NUMERICAL RATING: 4.795

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

ADJECTIVAL RATING:

4.795

4.795

Outstanding

Prepared by:

**DAVID WINSTON W. TABADA**

Name of Faculty

Reviewed by:

**ELIZABETH S. QUEVEDO**

Department Head

Recommending Approval:

**MA. THERESA P. LORETO**

Dean/Director

Approved:

**BEATRIZ S. BELONIAS**

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, DAVID WINSTON W. TABADA, a faculty member of the DEPARTMENT OF PURE AND APPLIED CHEMISTRY commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period MARCH - JUNE 2023.

DAVID WINSTON W. TABADA

Instructor I

Date: 6/30/23

Approved:

ELIZABETH S. QUEVEDO

Head, DoPAC

Date: 7/3/23

MA. THERESA P. LORETO

Dean, CAS

Date: JUL 07 2023

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	taught Chemistry subjects assigned		20.4	5	5	5	5.00	Chem 131.1 (R070) Chem 131.1 (R085) Chem 143.1, Chem 141.1 PhSc 105.1, ScTS 11c
		A10. Number of grade sheets submitted within prescribed period	prepared and submitted grade sheets for chemistry subjects assigned		6	5	5	5	5.00	Chem 131.1 (R070) Chem 131.1 (R085) Chem 143.1, Chem 141.1 PhSc 105.1, ScTS 11c
		A 11. Number of INC forms with grade submitted within prescribed period			0	5	5	5	5.00	
		A12. Number of trainings attended related to instruction	attended trainings related to instruction		2	5	5	5	5.00	TAPHEP-SWAP (17-Mar) 28th SINSM (27-29 Apr)

		<b>A13</b> . Number of long examinations administered and checked	gave long examinations and checked test papers in Chemistry and ScTS subjects assigned		11	5	5	5	5.00	Chem 131.1 (R070) - 2 Chem 131.1 (R085) - 2 Chem 143.1 - 3 Chem 141.1 - 2 PhSc 105.1 - 1 ScTS 11c - 1
		<b>A14</b> . Number of quizzes administered and checked	gave quizzes and checked answers of students		38	5	5	5	5.00	Chem 131.1 (R070) - 4 Chem 131.1 (R085) - 4 Chem 143.1 - 9 Chem 141.1 - 4 PhSc 105.1 - 13 ScTS 11c - 4
		<b>A15</b> . Number of lab reports and term papers checked and graded	gave lab reports, scientific reports, and checked all given reports.		44	5	5	5	5.00	Chem 131.1 (R070) - 8 Chem 131.1 (R085) - 8 Chem 143.1 - 11 Chem 141.1 - 6 PhSc 105.1 - 9 ScTS 11c - 2
	<b>PI 8:</b> Number of students advised: *	<b>A16</b> . Number of students advised:								
		<b>A17</b> . Number of students advised on thesis/ field practice/special problem:								
		As thesis adviser	served as thesis adviser to BS Chemistry major students and checked thesis outline/manuscript		5	5	5	5	5.00	Arcilla CAB, Batistil E, Matuguina LP, Saucelo G, Wenceslao L
		As SRC Chairman	advised and checked thesis outline/manuscript of BS Chemistry students		2	5	5	5	5.00	Magdaraog, Villacampa
		As SRC Member	advised and checked thesis outline/manuscript of BS Chemistry students		3	5	5	5	5.00	Napiere, Arradaza, Utrera
		<b>A18</b> . Number of students entertained for consultation purposes	accommodated students seeking on-line consultation related to subjects enrolled, thesis, and grades		156	5	5	5	5.00	BS Chemistry major and nonmajor students
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19</b> . Number of Student organizations advised	Coached the VSU Men's football team every Tuesday to Thursday (6pm to 9pm)		1	5	5	5	5.00	VSU Men's Football Team

		<b>A20</b> . Number of Student organizations assisted on student related activities	Coached the VSU Men's football team and took the team to tournaments		1	5	5	5	5.00	VSU Men's Football Team
	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21</b> : Number of on-line course ware developed and submitted :								
		On-line ready courseware	developed and submitted on-line ready course ware such as Learning Module							
		Supplemental learning resources	developed and submitted supplemental learning resources such as lecture powerpoints		9	5	5	5	5.00	Chem 131.1 - 2 Chem 143.1 - 1 Chem 141.1 - 3 PhSc 105.1 - 2
		Assessment tools	developed and submitted assessment tools such as long examination, quizzes, problem sets		3	5	5	5	5.00	ScTS 11c
		<b>A 23</b> : Number of on-line course ware reviewed by TRP & edited by MMDC editor								
		<b>A 24</b> : Number of virtual classroom created and operational	updated operational virtual classrooms (Moodle or Google Classroom)		5	5	5	5	5.00	Chem 131.1 Chem 143.1 Chem 141.1 PhSc 105.1
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> Number of Additional outputs accomplished:								
		Program accreditation/evaluation								
		Agency/firm/Industry linkages								
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Conducted echo training to DoPAC Faculty on web applications suitable for online learning		1	5	5	5	5.00	Echo training conducted last June 2
		<b>A.27.</b> Awards received								

UMFO 3 . RESEARCH SERVICES										
	PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved	submitted research proposal for possible funding		1	5	5	5	5.00	NEDA Funding
UMFO 4. EXTENSION SERVICES										
	PI 5. Number of technical/expert services	A 40 . Number of technical/expert services as/in:								
	Research Mentoring	Research Mentor								
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant	provided consultancy on LI-COR instruments used for research at ITEEM		5	5	5	5	5.00	LI-COR Units: LI-6800F LI-600PF LI-190R and LI-250A LI-3000C LAI-2200C
	Evaluator	Evaluator								
UMFO 5. SUPPORT TO OPERATIONS										
	OVPI MFO 4. Program and Institutional Accreditation Services									
	PI 8. Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the	A 44. Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015*								
		A 45. Compliance to all requirements of the program and institutional accreditations:								
		On program accreditations	Recreated a new laboratory floor plan as a requirement for the PRC and CHED site visit.		1	5	5	5	5.00	CHED R08 Site Visit
		On institutional accreditations								

UMFO 6. General Admin. & Support Services (GASS)									
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services							
	PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *							
		A 48. Other outputs implementing the new normal due to covid 19							
	Total Over-all Rating							100.00	

Average Rating		5.00
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		5.00
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purposes

*Pursue advance education*

Evaluated & Rated by:

*Elizabeth S. Quevedo*  
ELIZABETH S. QUEVEDO

Department Head

Date: 7/3/23

Recommending Approval

*MA. Theresa P. Loreto*  
MA. THERESA P. LORETO

Dean, College of Arts & Sciences

Date: JUL 07 2023

Approved by:

*Beatriz S. Belonias*  
BEATRIZ S. BELONIAS

Vice President for Instruction

Date: 7/10/23

# PERFORMANCE MONITORING & COACHING JOURNAL

/	1st	Q U A R T E R
/	2 <sup>nd</sup>	
	3 <sup>rd</sup>	
	4th	

Name of Employee: DAVID WINSTON W. TABADA

Head of Office: ELIZABETH S. QUEVEDO

Number of Personnel: 1

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Advised to pursue graduate study (MS Chemistry) as soon as possible				March 27, 2023
Coaching	Encouraged the faculty to: a) submit research paper for possible publication in a peer-reviewed journal;  b) aim for Outstanding TPES results through constant follow up of students progress  c) submit research and extension proposal for possible funding (local/external/international)  d) attend relevant training & scientific for a				

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

Conducted by:



ELIZABETH S. QUEVEDO

Immediate Supervisor

Noted:



MA. THERESA P. LORETO

Next Higher Supervisor

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: DAVID WINSTON W. TABADA

Performance Rating: Outstanding

Aim: Aspire to maintain an outstanding student rating in all subjects taught

Proposed Interventions to Improve Performance:

Date: July, 2023

Target Date: December, 2023

First Step:

Prepare and update learning materials for all chemistry subjects to be taught in the 1st Semester AY 2023-2024, hold face-to-face classes regularly and on time, follow up student performance constantly and pursue MS in Chemistry the soonest time possible

Results:

Meets the QS for tertiary instruction

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Date: \_\_\_\_\_

Target Date: \_\_\_\_\_

Next Step:


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Outcome: \_\_\_\_\_

Final Step/Recommendation:

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Prepared by:

  
ELIZABETH S. QUEVEDO  
Unit Head

Conforme:

  
DAVID WINSTON W. TABADA  
Name of Ratee Faculty/Staff