

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **TOLIBAS, MICHELLE C.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
13. Instruction			
y. Head/Dean (50%)		4.99 (.50) = 2.495	
z. Students (50%)		4.5 (.50) = 2.25	
<i>Total</i>	10%	4.745 (.10)	.4745
2. Research			
<i>Total</i>	15%	5 (.15)	.75
3. Extension			
<i>Total</i>	10%	5 (.10)	.5
4. Administration			
<i>Total</i>	65%	5.0 (.65)	3.25

EQUIVALENT NUMERICAL RATING: **4.97**

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.97**ADJECTIVAL RATING: **Outstanding**

Prepared by:

MICHELLE C. TOLIBAS

Name of Faculty

Reviewed by:

BEATRIZ S. BELONIAS

Next Higher Supervisor

Recommending Approval:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Approved:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I MICHELLE C. TOLIBAS, of the COLLEGE OF NURSING commits to deliver and agree to be rated on the attainment of the following target in accordance with the indicated measures for the period JANUARY to JUNE 2023.

MICHELLE C. TOLIBAS

Ratee

Date: October 27, 2023

Approved: BEATRIZ S. BELONIAS

VP for Academic Affairs

Date: October 27, 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 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE coordinated, implemented & monitored*	A9. Actual Faculty's FTE	Handles subjects/courses assigned: NCM 103, NCM 114	10	7.45	4.95	4.95	4.95	4.95	Still to teach subject on the first semester
		Number of new instructional materials developed: Handouts Slide presentations	Committee memberships: Curriculum Committee Member NAPB/Personnel Committee Chair CON research Committee Honors and Awards Events Committee	1 1	1 2	5 5	5 5	5 5	5 5	Revised Handouts and PPT in Documentation & reporting; Nursing Process
		A10. Number of grade sheets submitted within prescribed period	Prepares grade sheet and submits on or before deadline	1	2	5	5	5	5	Submitted 2 grade sheets to the spearhead for 2

										sections
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	1	2	5	5	5	5	
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lectures and laboratory	1	4	5	5	5	5	
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	1	2	5	5	5	5	Checked 2 research studies of graduating students before the final defense
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	30	170 (BSN 2 & 3, Research advis ees + 11)	5	5	5	5	
	PI 8: Number of students advised	a. On thesis field/Field Practice/Special problems/Narrative reports/Portfolio	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	4	5	5	5	5	Checked Comprehensive history of 4 groups in NuCM 103
	PI 9: Number of students and organizations advised/assisted									
	PI 10: Number of Instructional	Supplemental learning resources		1	1	5	5	5	5	Submitted NuCM 107 IM to ODIE

	materials developed									
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	3	5	5	5	5	Revised assessment tool for labor and delivery concepts
	PI 11: Number of Seminars Attended			1	5	5	5	5	5	Attended institutional/ local and international seminar/conferences
	Total					4.99	4.99	4.99	4.99	
UMFO 3. RESEARCH SERVICES		PI 1: Number of research outputs in the last three years utilized by the industry or by other beneficiaries (BSN students) *		1	1	5	5	5	5	Research on loss of utilized by one research advisee
Total						5	5	5	5	
UMFO 4. EXTENSION SERVICES		HELP extension Program		1	1	5	5	5	5	Conduct of Health Education to the recipient of HELP extension Program
Total						5	5	5	5	
UMFO 6. General Admin. & Support Services (GASS)									5.0	

Program	Percentage weight	Numerical Rating	Equivalent Numerical Rating
Instruction (Supervisor)	(50% of 10%)	4.99	
Instruction (Students)	(50% of 10%)	4.5	
Instruction Total	10%	4.745	.4745
Research	15%	5	.75
Extension	10%	5	.5
Administration and Support to Operation	65%	5	3.25
Additional Points:			
Punctuality		-	
Approved Additional points (with copy of approval)		-	

Overall Rating		4.9745
FINAL RATING		4.97
ADJECTIVAL RATING		Outstanding

**Comments & Recommendations
for Development Purpose:**

Keep it up

Evaluated by:

[Signature]
BEATRIZ S. BELONIAS
Next Higher Supervisor

Date: November 27, 2023

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

Recommending Approval:

[Signature]
BEATRIZ S. BELONIAS
Next Higher Supervisor

Date: November 27, 2023

Approved by:

[Signature]
BEATRIZ S. BELONIAS
Vice President for Academic Affairs

Date: November 27, 2023

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **TOLIBAS, MICHELLE C.**

Performance Rating: **4.95** 

Aim(s):

1. To improve leadership performance as College Dean.

Proposed Interventions to Improve Performance:

First Step:

1. Attend leadership/Supervisory training.

Results:

1. Has acquired the necessary skills and competence needed for efficient leadership.

Next Step:

1. Conduct regular meetings with the CON faculty, and a regular part of the meeting should be on how to improve the working relationship among faculty to improve the overall performance of the College.


Final Step/Recommendation:

Spearhead in the planning for the offering of a Master's degree in Nursing, and maybe offers another curriculum in the allied health services.

Prepared by:


BEATRIZ S. BELONIAS
Vice President For Academic Affairs

Conforme:


MICHELLE C. TOLIBAS
Dean, College of Nursing