DEPARTMENT OF
MATHEMATICS AND PHYSICS
2/F Old Library Building
Visayas State University
Visca, Baybay City, Leyte, 6521 Philippines
Phone: +63 53-565-0600 loc 1030
Email: dmp@vsu.edu.ph

VISAYAS STATE UNIVERSITY

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Exhibit

Name of Faculty Member: Ms.Lovely Mae J. Estor

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)		~~4.83~~ 4.69 Clint	
b. Students			
Total for Instruction	80%	~~4.83~~ 4.69 Clint	~~3.87~~ 3.75 Clint
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		0.00	
Total for Research	0%	0.00	0.00
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)		0.00	
Total for Extension		0.00	0.00
4. Support to Operation	10%	4.67	0.47
5. Administration	10%	~~5.00~~ 4.67	~~0.50~~ 0.47 Clint
TOTAL			~~4.85~~ 4.69 Clint

EQUIVALENT NUMERICAL RATING: ~~4.85~~ 4.69 Clint.
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: ~~4.85~~ 4.69

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by:

LOVELY MAE J. ESTOR
Name of Faculty

Reviewed by:

EUSEBIO R. LINA JR.
Department Head

Recommending Approval:

MA THERESA P LORETO
Dean, CAS

Approved:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

Management System ISO 9001:2015

Vision: A globally competitive university for science, technology, and environmental conservation.
Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

Page 1 of 2
FM-PRO-13
V1 05-27-2020
No. DMP-71-08

DEPARTMENT OF MATHEMATICS AND PHYSICS

1/F Old Library Building
VSU, Visca, Baybay City, Leyte, 6521 Philippines
Phone: +63 53-565-0600 loc 1030
Email: dmp@vsu.edu.ph

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Lovely Mae J. Estor, a faculty member of the _DEPARTMENT OF MATHEMATICS AND PHYSICS_ 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 _July - December 2020_.

Approved:

LOVELY MAE J. ESTOR
Instructor I
Date: 1/27/2021

EUSEBIO R. LINA, JR.
Department Head
Date: 1/29/2021

MA. THERESA P. LORETO
College Dean
Date: 3/30/2021

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target (Jan. - Dec)	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Eficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	**A1.** Actual Faculty's FTE	Handles subjects/courses assigned	N/A						
	PI 8: Number of graduate students advised *	**A2.** Number of students advised	Acts as academic adviser to graduate students	N/A						
		A3 . Number of students advised on thesis/special problem/dissertation		N/A						
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	N/A						

PI	Activity / Output	Description							Remarks
	AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	N/A						
	A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	N/A						
PI 9: Number of instructional materials developed *	A5. Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems	N/A						
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	N/A						
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	N/A						
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	N/A						
	A 6 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor	N/A						
	A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	N/A						
PI 10 . Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	N/A						
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	Handles and teaches courses assigned	18	45.3	5	5	5	5.00	(Teacher's Leave) Math111n (1 lec), Math11n (2 lecs), Math101, (4 lecs)

		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	6	On-going					
		A 11. Number of INC forms with grade submitted within prescribed period	Facilitates students in their completion of the subject and submits completion forms with grade within prescribed period	0						
		A12. Number of trainings attended related to instruction	Attend mandated trainings	0						
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	3	0					On-going and were accomplishments was reported during the Jan-June period
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	0						
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	0						
PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	N/A							
	A17. Number of students advised on thesis/ field practice/special problem:		N/A							
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	N/A							
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript	N/A							
	A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	0	20	5	5	5	5.00		

PI	Activity	Description							
PI 9: Number of student organizations advised/ assisted *	**A19** . Number of Student organizations advised	Advises student organizations recognized by USSO	0						
	A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related	0						
PI 10: Number of instructional materials developed *	**A 21 :** Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	0						
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	0	3	5	5	4	4.67	Math11n, Math101, Math111n
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	0	3	5	5	4	4.67	Math11n
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	0	5	5	4	~~5~~ 4 Elim.	~~4.67~~ 4.33	Math11n, Math101, Math111n
	A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor	0						
	A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	0	3	5	~~5~~ 4 Erodhilint.	~~5~~ 4.5	~~5.00~~ 4.5	Math11n, Math101, Math111n
PI 11. Additional outputs	**A 25**. Number of Additional outputs accomplished:								
	Number of program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	0						

	Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	0							
	A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	0							
						Total	29.00			

UMFO 3 . RESEARCH SERVICES

PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A27. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	Conducts research for possible utilization by industry or other beneficiaries	0							
PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research oroject within the year	0							
PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication								
	In refereed int'l journals		0							
	In refereed nat'l/regional journals		0							
PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scienfic for a/conferences	0							
	In int'l fora/conferences									
	In nat'l/regional fora/conferences									
PI 5. Percent of research proposals approved *	A 31. Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	0							
PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or		0							

		A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer	Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper	0						
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output	0						
		A 35.Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	0						
UMFO 4. EXTENSION SERVICES										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained	Identifies and links with probable partners for extension activities and maintains this active partnership	0						
	PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	0						
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implementes duly approved extension projects	0						
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	A 39. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	Provides quality and relevant training courses and advisory services	0						
	PI 5. Number of technical/expert services	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries	0						
	Research Mentoring	*Research Mentor*		0						

	Peer reviewers/Panelists	*Peer reviewers/Panelists*		0						
	Resource Persons	*Resource Persons*		0						
	Convenor/Organizer	*Convenor/Organizer*		0						
	Consultancy	*Consultant*		0						
	Evaluator	*Evaluator*		0						
	PI 8. Percent of extension proposals approved *	**A 41.** Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	0						
	PI 11. Additional outputs *	**A 42**. No. of extension-related awards (extn. conducted by faculty or student & faculty) *		0						
		A 43.Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	0						

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 College/department under ISO 9001:2015*	A 44. Compliance to all requirements of theQMS core processes of the university under ISO 9001:2015*	Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member	zero non-conformity	zero non-conformity	5	5	4	4.67	
	A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant	100% compliant	5	4	5	4.67	
	On program accreditations								
	On institutional accreditations								
						Toal		9.33	

UMFO 6. General Admin. & Support Services

PI 2. Zero percent complaint from clients served	**A 46**. Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint	Zero % complaint	5	5	5. 4	5.00 4.67 Elim.	
PI 3: Additional Outputs	**A 47**. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *	Initiates/introduces improvements in performfing functions resulting to best practice	0						
	A 48.Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal	0						
							Total	5.00	
Total Over-all Rating								43.33	
Average Rating								4.81	4.69 Elim.
Adjectival Rating								O	

Average Rating (Total Over-all rating divided by 4)	4.81	
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)	4.81	
FINAL RATING	Outstanding	
ADJECTIVAL RATING		

Comments & Recommendations for Development Purpose:

Pursue graduate studis.

Evaluated & Rated by:

EUSEBIO R. LINA, JR.
Department Head
Date: 1/29/2021

Recommending Approval

MA. THERESA P. LORETO
Dean, College of Arts and Sciences
Date: 3/30/2021

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: 4/5/21

EXHIBIT L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: <u>LOVELY MAE J. ESTOR</u>

Performance Rating: <u>Outstanding</u>

Aim: <u>Encourage her to pursue graduate studies in mathematics</u>.

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 status from substitute to temporary position. Endorsed her to the Scholarship Committee for study leave with pay.

Result: She will be able to have temporary position and pursue the MS Mathematics Program by August 2021.

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:

EUSEBIO R. LINA, JR.
DMP Head

Conforme:

LOVELY MAE J. ESTOR
Ratee