

Exhibit "K"

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: JOEL REY U. ACOB

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/ Dean (50%)		4.68 x 50%= 2.34	
Students (50%)		5 x 50%= 2.5	
Total for Instruction	60%	4.84	2.90
Research	20%	4.8	.96
Extension	20%	4.61	.922
TOTAL			4.78


EQUIVALENT NUMERICAL RATING: 4.78

Add: Additional points, if any:

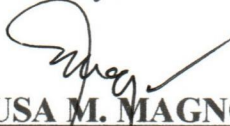
TOTAL NUMERICAL RATING: 4.78

ADJECTIVAL RATING: VERY SATISFACTORY

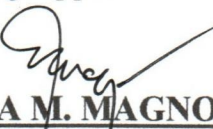
Prepared by:

  
JOEL REY U. ACOB  
Faculty

Reviewed by:

  
JESUSA M. MAGNO  
College Dean

Recommending Approval:

  
JESUSA M. MAGNO  
College Dean

PApproved:

  
BEATRIZ S. BELONIAS  
Vice President, Instruction

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, JOEL REY U. ACOB, of the COLLEGE OF NURSING commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JULY to DECEMBER, 2019.

JOEL REY U. ACOB

Ratee

Approved:

JESUSA M. MAGNO

Head of Unit



MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
<b>MFO 1. INSTRUCTION</b> Prepares lectures and plans academic activities of students	FTE	Teaches: (1 <sup>st</sup> semester) NuCM 106, NuCM 100, Zool 138, Zool 138a, NuCM 107r	2	34.15	4.8	4.7	4.7	4.73	
	Number of new instructional materials developed: Handouts Slide presentations Course syllabus	<b>College Coordinator, RDE</b> <b>College Secretary</b>  <b>Committee memberships:</b> Curriculum Academic and non-Academic personnel, honors and awards, Instructional materials	2 2	4 4	4.7 4.7	4.7 4.7	4.7 4.7	4.7 4.7	
<b>Student research and field practice advising</b>	No. of student research and field practice advising  No. of case study No. of research manuscripts	  Case study adviser Research adviser	  1	  1	  4.7	  4.7	  4.7	  4.7	
<b>Student advising and consultation service</b>	No. of hours spent on consultation No. of student related activities assisted		10 hrs 1	90 hrs 3	4.7 4.6	4.7 4.6	4.6 4.6	4.73 4.6	

Control No. 120

<b>MFO 3. EXTENSION SERVICES</b>	No. of extension proposal made and submitted								
	No. of person-days trained	10	44	4.8	4.7	4.7	4.7		
	No. of IEC materials/technoguides developed/approved/used	1	2	4.6	4.6	4.6	4.6		
	Number of beneficiaries served:								
	Groups/ institution								
	Individuals								
	FAST	10	26	4.5	4.5	4.5	4.5		
	CATCH	30	85	4.5	4.5	4.5	4.5		
	HELP	40	111	4.5	4.5	4.5	4.5		
	CARES	10	44	4.8	4.7	4.7	4.73		
	Number of trainings conducted								
	Number of extension projects conducted and completed with prescribed period								
	Number of invitations as resource person		3	4.8	4.8	4.8	4.8		
<b>Research services</b>	Research proposals submitted and approved by the college research coordinator								
	Research paper published in an international journal		2	4.8	4.8	4.8	4.8		
	Book published with ISBN		1	4.8	4.8	4.8	4.8		
<b>Total Over-all Rating</b>					4.69	4.66	4.65	4.65	4.66

<b>Average Rating (Total Over-all rating divided by 4)</b>		<b>XX</b>
<b>Additional Points:</b>		
<b>Approved Additional points (with copy of approval)</b>	<b>XX</b>	
<b>FINAL RATING</b>		<b>4.69</b>
<b>ADJECTIVAL RATING</b>		<b>Very satisfactory</b>

Evaluated & Rated by:

JESUSA M. MAGNO

Dept/Unit Head

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

Recommending Approval:

JESUSA M. MAGNO

Dean/Director

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

Approved by:

BEATRIZ S. BEONIAS

Vice President

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

**Comments & Recommendations for Development Purpose:**

1. Contributed to the achievement of the college in terms of research publications and productive community extension programs.

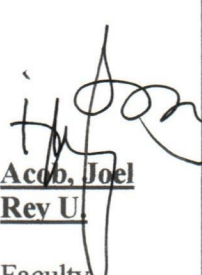
1 – Quality    2 – Efficiency    3 – Timeliness    4 – Average

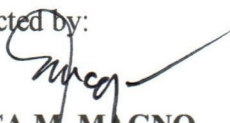



Exhibit “G”

	1 <sup>st</sup>	Q u a r t e r
	2 <sup>nd</sup>	
	3 <sup>rd</sup>	
Oct. 2019	4 <sup>th</sup>	

NAME OF OFFICE: COLLEGE OF NURSING  
Head of Office: Jesusa M. Magno  
Name of Personnel: ACOB, JOEL REY U.

Activity Monitoring	Mechanism				Remarks	Conforme
Monitoring	Meeting		Memo	Others (Pls specify)		
	One-on One	Group				
Counselling	1. Reminded to collect hard copies of grades, TOS from respective instructors and to keep those on file.  2. Advised to keep track of the college activities and check related documents necessary for CHED evaluation & monitoring, ISO & accreditation.  3. Requested that he may attend meetings in lieu of the dean if the latter is not available because of valid reasons.				Commendable performance on functions extended and helping the college achieve the targets for the year 2019.  With updated and compiled records of faculty.  With documents prepared, reviewed and enrolled at QAC for ISO Certification.  Attended meetings as requested in lieu of the head of office.	 <u>Acob, Joel</u> <u>Rev U.</u> Faculty

Conducted by:  
  
**JESUSA M. MAGNO**  
Dean, College of Nursing

Noted by:  
  
**BEATRIZ S. BELONIAS**  
VP, Instruction

PERFORMANCE MONITORING FORM

Name of Employee: JOEL REY U. ACOB  
For the month: JULY- DECEMBER 2019


Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date Accomplished	Quality of Output	Over-all assignment of output	Remarks/ Recommendation
1	A. Instruction							
	1. Class preparation	Prepared lesson plans and other teaching approaches like simulations, demo, ret-demo, power points & others	December 2018	Within the semester accomplishment	Within the given semester	Impressive	Very satisfactory	
	2. Preparing quizzes/ exams	Appropriate set of exams/TOS	Given per semester	2-3 days before unit/term tests	Within the given semester	Impressive	Very satisfactory	
	3. Reading/checking student exams/outputs/projects/lab reports	Raw scores/ ratings	Given per semester	2-3 days after the quizzes/unit/term tests	Within the given semester	Impressive	Very satisfactory	
	4. Computing/preparing grades	Excel prepared grades Entry into the teacher's portal	Given per semester	1 week after the approved schedule of unit & term tests	Within the given semester	NI	Satisfactory	Grades cannot be submitted on time as students will still comply for lacking requirements/exams
	5. Student consultation	Record of consultations	Given per semester	Per semester accomplishment	Within the given semester	Impressive	Very satisfactory	
	6. Supervising/reading/correcting students in research/case studies/CHN output	Approved proposal, manuscript, tool. Final output, hardbound copy following defense	2 <sup>nd</sup> Sem of Level III and 1 <sup>st</sup> Sem of Level IV	1-2 weeks before the end of 1 <sup>st</sup> Sem Level IV	2 weeks before the end of the Sem	Impressive	Very satisfactory	



	7. Supervising students in the clinical area	Nursing care plan utilizing the Nursing process, enhanced KSA measured in the PRS	Within the given semester	Every after a weekly clinical rotation	As reflected in the clinical rotation plan	Impressive	Very satisfactory	
	8. Prepare/Revise course syllabi of subjects assigned	Final copy of the OBE-based course syllabi/ course outline	July and Dec. In a given school year	July and Dec. In a given school year	Within the given semester	Impressive	Very satisfactory	
2	B. Research							
	1. Conceptualizing/writing research proposal	Approved research proposal	AY 2018-2019	Jan-Dec 2019	On-going			Dearth of Faculty members and increased IFW.
	2. Implementation of approved research							On-going
3	C. Extension							
	1. Implementation of approved extension project	Planned activities, number of trainees, written reports, pictures of the undertaking, certificates	Within the SY	2016-2021	Quarterly implementation	Impressive	Very satisfactory	
	2. Documenting extension process	Approved appointment, written reports	Within the year	Within the year	Within the year	Impressive	Very satisfactory	
	3. Negotiating with stakeholders	Approved communication	Within the year	Quarterly meeting	Quarterly meeting with stakeholders	Impressive	Very satisfactory	
	4. Preparing reports for in-house reviews, RDE, symposiums)	Record of activities conducted in the community, evaluation reports	Within the year	Written reports/ other documents	Quarterly basis	NI	Satisfactory	Dearth of Faculty members and increased IFW. Employment status of other faculty members
	5. Visiting /working with collaborators	Approved communication letters/schedule/attendance	Quarterly meeting	Within the year	Every quarter	Impressive	Satisfactory	
	6. Responding to official communications(letters /emails/etc)	Approved communication letters, record of activity conducted	Within the AY	Within the AY	Within the AY	Impressive	Satisfactory	
	7. Serving as resource person in workshops/trainings, etc.	Lecture output, evaluation, attendance, pictures/certificate	Per invitation	Within the AY	Within the AY	Impressive	Satisfactory	
4	Other Responsibilities							

	1. Committee membership	Attendance, record or document of events conducted	Within the AY		After each AY	Impressive	Satisfactory	
	2. Attendance in dept. meetings/committees	Feedback report, attendance	Within the AY			Impressive	Satisfactory	
	3. Attendance in trainings/ workshops/ conferences/ conventions	Travel report, attendance, certificates	Within the AY			Impressive	Satisfactory	
	4. College secretary	Prepared plan for Faculty / Staff need Monthly record of events, minutes of meetings, attendance to meetings (as the need arises)	Within the AY			Impressive	Satisfactory	
	5. Academic coordinator	Final output of OBE Syllabi/ course outlines/ TOS/ copies of test papers. Record of student consultations. Semestral schedule of classes, meetings/ consultation with students, documents for CHED/ISO/AACUP Accreditation	Within the AY		Within the year	Impressive	Satisfactory	

Prepared by:



JESUSA M. MAGNO

Dean, College of Nursing

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: ACOB, JOEL REY U.

Performance Rating: 4.78

The Performance Rating showed that the concerned faculty obtained a Very Satisfactory Performance in the areas of Instruction, Research and Extension based from TPES and IPCR results.

The abovementioned faculty has commendable performance as the college accomplished the targets set for CY 2019.

**Aim:**

Updated documents and be made available during monitoring, evaluation and accreditation.  
Attend nursing updates for personal and professional growth and development.

Date: July 2019

Target Date: Dec. 2019

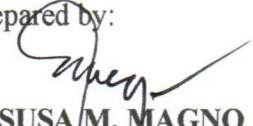
**First Step:**

One-on-one meeting.  
Include in the discussion during faculty meeting.

**Recommendations:**

Preparation of documents on quarterly basis to ease compilation and filing.  
Visit websites of various related organizations for schedule of updates.

Prepared by:

  
**JESUSA M. MAGNO**  
Dean, College of Nursing

Conform:

  
**ACOB, JOEL REY U.**  
Faculty