

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **JULIOUS B. CERNA**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)		4.42	
b. Students		No TPES administered during this period	
Total for Instruction	65%	4.42	2.87
2. Research	15%	4.33	0.65
3. Extension	15%	5.00	0.75
4. Administration	5%	4.89	0.24
5. Production	0%	0.00	0.00
TOTAL			4.51

EQUIVALENT NUMERICAL RATING: 4.51
Add: Additional Points, if any: 0.00
TOTAL NUMERICAL RATING: 4.51

ADJECTIVAL RATING: **VERY SATISFACTORY**

Prepared by:


JULIOUS B. CERNA
Name of Faculty


Reviewed by:


LORINA A. GALVEZ
Department Head

Recommending Approval:

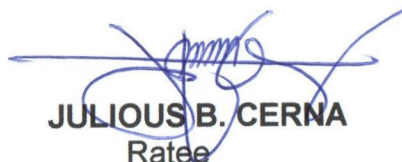

VICTOR B. ASIO
Dean, CAFS

Approved:


BEATRIZ S. BELONIAS
Vice President for Instruction

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **JULIOUS B. CERNA**, of the Department of Food Science and Technology commits to 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**.


JULIOUS B. CERNA
Ratee

Approved:


LORINA A. GALVEZ
Head, DFST


VICTOR B. ASIO
Dean, CAFS

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO1- Advanced Education Services									
MF02 – Higher Education Services	P1. 1. Number of FTE coordinated and implemented	Teaches assigned subject	1	21.95	5	4	4	4.33	(3 sections) AgSc18, FTec 143, ESci 112
	P1.2. Number of instructional material revised/prepared	Revised/Prepared IMs	1	1	5	4	4	4.33	
	New syllabi		1	1	5	4	4	4.33	
	Revised syllabi		1	1	5	5	4	4.67	
	New powerpoint Lecture Presentation (per course)		5	2	5	4	4	4.33	6 in Jan-June 2020
	P1.3. Number of course outline/syllabus updated	Updated course outline on FTec 143	2	1	5	4	4	4.33	1 in Jan.. – June 2020
	P1.4. Number of Students advised								
	As Adviser	Advising/correction							
	As SRC Chairman	Advising/correction							

	As SRC Member	Advising/correction							
	On Consultation	Accommodated students for thesis/OJT/Research consultation							
	P1.5. Additional Outputs								
	Number of Examinations prepared	Prepared examinations for subjects taught	4	6	5	5	5	5.00	
	Number of term exams checked	Checked term exams	10	100	5	4	4	4.33	
	Number of checked requirements	Checked individual/group requirements	10	150	5	4	4	4.33	
	Number of checked quizzes	Checked quizzes	5	108	5	4	4	4.33	
	Number of grade sheets submitted on prescribed period	Prepared Gradesheet for 1 st Sem 2020-2021	2	5	5	4	4	4.33	
MFO3 – Research Services	P1.1. Number of research projects conducted and/or completed on schedule								
	P1.2. Number of articles submitted for publication								
	Number of research consultations	Accommodated researchers for consultations	2	2	4	4	5	4.33	
	Number of high school students advised	Advised High School Research Project							
MF04- Extension Services	P4.1 Additional Outputs								
	Number of extension consultations	Building design and consultations							
	Number of seminar/training attended	Attended seminar/training	2	2	5	5	5	5.00	
MFO 6 – General Admin. & Support Services (GASS)	P6. 1. Percent complaints from clients served	Percent of complaints from the clients served	0	0	5	5	5	5.00	

	Number of membership in committee	Acted as member in different committees							
	Attendance to meetings	Attends to meetings (Dept/College/University)	2	5	5	5	4	4.67	
Additional	Number of detailed estimates produced								
	Number of scientific paper reviewed (as reviewer) for publication in refereed journal	Reviews scientific papers for publication	2		5	5	5	5.00	
Total Over-all Rating								72.64	

Average Rating (Total Over-all rating divided by 4)		4.54
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.54
ADJECTIVAL RATING		Very Satisfactory

Comments & Recommendations for Development Purpose:

Prepare and submit research proposal for funding

Evaluated & Rated by:



LORINA A. GALVEZ

Department Head

Date: Feb. 1, 2021

Recommending Approval:



VICTOR B. ASIO

Dean, CAFS

Date:

Approved by:



BEATRIZ S. BELONIAS

Vice President for Instruction

Date:

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

PERFORMANCE MONITORING FORMName of Employee: **JULIOUS B. CERNA**

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date Accomplished	Quality of Output*	Over-All Assessment Of Output**	Remarks/ Recommendation
1	Teaches assigned subjects and performs other teaching related functions such as prepares and revises learning guides, course syllabus.	Very Satisfactory	July 2020	December 2020	September 2020	Impressive	Very Satisfactory	
2	Prepares, gives and checks term exams, quizzes, posttest/pretests, learning tasks.	Very Satisfactory	July 2020			Impressive	Very Satisfactory	
3	Submits grade sheets within prescribed period and make herself available for student consultation and approves manuscripts.	Very Satisfactory	July 2020			Impressive	Very Satisfactory	
4	Attends meetings and performs function as member of different committees	Very Satisfactory	July – December 2020			Impressive	Very Satisfactory	
5	Performs other functions	Very Satisfactory	July – December 2020					

*Either very impressive, impressive, needs improvement, poor, very poor

**Outstanding, very satisfactory, unsatisfactory, poor

Prepared by:


LORINA A. GALVEZ
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee : JULIOUS B. CERNA
Performance Rating : VERY SATISFACTORY

Aim: To improve teaching capability of the faculty

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: July 2020

Target Date: September 2020

First Step:

Require Engr. Cerna to prepare a learning guide in FTec 143.

Result:

Prepared FTec 143 Learning Guide.

Date: October 2020

Target Date: December 2020

Next Step:

Improve further the learning guide in FTec 143.

Outcome:

Engr. Cerna has improved his teaching capability.

Final Step/Recommendation:

Engr. Cerna used his learning guide in his virtual class.

Prepared by:


LORINA A. GALVEZ

Unit Head

Conforme:


JULIOUS B. CERNA

Ratee