

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ENGR. ANDREW C. MERA FUENTES, a faculty member of the DEPARTMENT OF MECHANICAL ENGINEERING 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 JANUARY 1 - JUNE 30, 2023.

ANDREW C. MERA FUENTES

Instructor I

Date: July 7, 2023

Approved:

RONARD G. PANA

Department Head

Date: 7/7/23

JANNET C. BENCURE

College Dean

Date: 7/10/23

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 1. Percentage of first time licensure exam takers that pass the licensure exams	A1. Percentage of first time takers that passed the licensure exams	Handles and teaches courses assigned	61%	87.10%	5	5	5	5.00	February 2023
	PI 2. Percentage of graduates (2 years prior) that are employed	A2. Percentage of graduates (2 years prior) that are employed	Conduct graduate tracer study and analyze data generated							
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs	A3. Provide support to RQAT compliance for BSME Program	Follow the CMO for BSME program	100%	100%	5	5	5	5.00	Assigned area: Learning Facilities
	PI 4. Percentage of undergraduate programs with accreditations	A4. Percentage of undergraduate programs with accreditations	AACCUP Level I	100%	100%	5	5	4	4.67	effective until April 2024
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned		23.4	5	4	5	4.67	2nd Sem AY 2022-2023
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline		5	5	5	5	5.00	MEng 131, MEng 132, MEng 112

		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		15	5	5	4	4.67	
		A12 . Number of trainings attended related to instruction	Attend mandated trainings		11	5	5	5	5.00	9th PSME Visayas Regional Conference
		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught		12	5	5	4	4.67	
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab		24	5	5	5	5.00	
		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required		15	5	4	5	4.67	
	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic adviser to students</i>	85	85	5	5	5	5.00	3rd year BSME students
		A17 . Number of students advised on thesis/ field practice/special problem:								
		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript	5	5	5	4	5	4.67	ME Project
		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript	8	10	4	5	5	4.67	ME Project
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	98	100	5	5	5	5.00	BSME students
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	<i>Advises student organizations recognized by USOO</i>		1	5	4	5	4.67	PSME VSU SU
		A20 . Number of Student organizations assisted on student related activities	<i>Assists student organizations in implementing student related activities</i>		2	5	4	5	4.67	PSME VSU SU Ambassadors
	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							
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>							
		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>							
		Assessment tools	<i>Prepares assessment tools such as long exam, quizzes, problems sets, etc.</i>							
		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							

		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom							
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
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							
	PI 2. Number of research outputs completed within the	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year							
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year	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							
	PI 4. Number of research outputs presented in regional/national/ int'l	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific for a/conferences							
	PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)								
		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							

		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
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							
	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							
	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	Implements duly approved extension projects							
	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							
	PI 5. Number of technical/expert	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	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							
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *								
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
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 the QMS 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	100%	100%	5	5	5	5.00	Complaint to ISO requirements
		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							
		On program accreditations								
		On institutional accreditations								
UMFO 6. General Admin. & Support Services (GASS)										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	100%	100%	5	5	5	5.00	No complaint received
	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 performing functions resulting to best practice							
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
	Total Over-all Rating								87.03	

Average Rating (Total Over-all rating divided by 4)	4.84
Additional Points:	
Approved additional points (with copy of approval)	
FINAL RATING	4.84
ADJECTIVAL RATING	Outstanding

Comments & Recommendations for Development Purpose:

-Attend trainings, conferences, and fora.
-Proceed with his MS studies.

Evaluated & Rated by:

RONARD G. PANA

Department Head

Date: 7/7/23

Recommending Approval

JANNET C. BENCURE

College Dean, CET

Date: 7/10/23

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 7/14/23