

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **ULYSSES A. CAGASAN (Associate Professor IV)**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean	35.00	4.35	1.52
b. Students	35.00	4.66	1.63
Total for Instruction	70.00		3.15
2. Research			
a. Client/Dir. for Research			
b. Dept. Head/Center Director			
Total for Research	12	5.00	0.60
3. Extension			
a. Client/Dir. for Extension			
b. Dept. Head/Center Director			
Total for Extension	3	4.93	0.15
4. Administration	15	4.88	0.73
5. Production	-		
TOTAL	100.00		4.63

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.63

4.63

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

Reviewed by:

ULYSSES A. CAGASAN

Name of Faculty

VICTOR B. ASIO

Dean, CAFS

Recommending Approval:

VICTOR B. ASIO

Dean, College of Agriculture and Food Science

Approved by:

BEATRIZ S. BELONIAS

Vice President, Instruction

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (IPCR)

Date: 8/1/2018

MFO No.	MFO Description	Success Indicator (SI)	%	Task Assigned	Target	Actual Accomplishment	Rating				Remark	
							Quality	Efficiency	Timeliness	Average		
UMFO 1. Advanced Education Services						20%						
OVPI MFO 1. Graduate Degree Program Management Services												
0 = 3	1 = 4.8	>2 = 5.0	PI 1: Number of graduate degree specializations offered and monitored		Number of graduate degree specializations monitored	2	2	4.8	4.8	4.8	4.80	
1.5 - 2.0 = 4.8			PI 2: Total FTE monitored		Total FTE	1	1	4.8	4.8	4.8	4.80	
			PI 3: Percentage increase in number of graduate students enrolled		Monitored graduate students enrolled in the university	5	6	5	5	5	5.00	
			PI 6: Percentage increase in number of students who graduated within prescribed period		Recommended graduate students for graduation	5	6	5	5	5	5.00	
OVPI MFO 2. Graduate Student Management Services												
			PI 1: Number of graduate students awarded with scholarship/ assistantship		Monitored graduate students awarded with scholarship/assistantship	2	2	4.8	4.8	4.8	4.80	
			PI 2: Percentage of graduate students awarded with scholarship/ assistantship who graduated within prescribed period		Monitored graduate students awarded with scholarship/ assistantship who graduated within prescribed period	2	2	4.8	4.8	4.8	4.80	
			PI 3: Number of graduate students awarded with honors/distinction		Recommended for approval graduate students awarded with honors/distinction	1	1	4.8	4.8	4.8	4.80	
UMFO 2. Higher Education Services												
OVPI MFO 1. Curriculum Program Management Services												

	PI 1: Total FTE monitored		Total FTE	12	22.4	5	5	5	5.00	
	PI 2: Number of new undergraduate curricular program compliant to CMO, approved and offered		Reviewed and indorsed for approval in the appropriate body						#DIV/0!	
	PI 3: Number of existing curriculum proposal subjected to evaluation and compliant to CMO		Reviewed and indorsed for approval in the appropriate body						#DIV/0!	
	PI 4: Percentage increase in number of undergraduate students enrolled		Reviewed and approved the offering of unscheduled subjects	2	2	4.8	4.8	4.8	4.80	
	PI 5: Percentage increase in the number of undergraduate students who graduated within prescribed period		Evaluated credentials of graduating students with latin honors with the Honors and Awards Committee	2	2	4.8	4.8	4.8	4.80	
			Recommended candidates for latin honors to the appropriate body	1	2	5	5	5	5.00	
OVPI MFO 2. Student Management Services										
	PI 1: Percentage increase of students enrolled in different degree programs		Monitored number of students enrolled in different degree programs						#DIV/0!	
	PI 2: Number of students awarded with scholarship/fellowship/grants /assistantships		Attended and recognized students awarded with scholarships/grants						#DIV/0!	
	PI 3: Number of graduates gainfully employed in jobs related to their undergraduate programs		Monitored number of graduates gainfully employed in jobs related to their undergraduate programs	3	5	5	5	5	5.00	
UMFO 3. Research Services										
	PI 1. Number of published papers in internationally indexed journals									
	<i>In refereed int'l journals</i>			1	2	5	5	5	5.00	
	<i>In refereed nat'l journals</i>								#DIV/0!	
	<i>In institutional journals</i>			1	1	4.8	4.8	4.8	4.80	
	PI 2. Number of research outputs presented in regional/national/ int'l fora/conferences									
	<i>In int'l fora/conferences</i>								#DIV/0!	
	<i>In nat'l fora/conferences</i>			1	2	5	5	5	5.00	
	<i>In reg'l fora/conferences</i>			1	1	4.8	4.8	4.8	4.80	
	<i>In institutional fora/conferences</i>								#DIV/0!	
	PI 3. Number of research projects conducted and/or completed on schedule			1	2	5	5	5	5.00	
	PI 4. Number of research proposals submitted			1	2	5	5	4.8	4.93	
	PI 5. Percent of research proposals approved								#DIV/0!	
	PI 6. Amount of research money generated from external funding (Thousand PHP)								#DIV/0!	
	PI 7. Amount of research money generated from institutional funding (Thousand PHP)			130,000	130,000	4.8	4.8	4.8	4.80	

UMFO 4. Extension Services									
	PI 1. Number of person-days trained weighted by length of training		Rice Production	30	40	5	5	5	5.00
	PI 2. Number of IEC materials/technoguides developed/used								#DIV/0!
	PI 3. Number of beneficiaries served								
	Groups								#DIV/0!
	Individuals		Farmers	30	40	5	5	5	5.00
	PI 4. Number of extension projects conducted and/or completed on schedule								#DIV/0!
	PI 5. Number of extension proposals submitted			1	1	4.8	4.8	4.8	4.80
	PI 6. Percent of extension proposals approved								#DIV/0!
	PI 7. Amount of extension money generated from external funding (Thousand PHP)			130,000	135,00	5	5	5	5.00
UMFO 5. Support to Operations (STO)									
OVPI MFO 1. Faculty Development Services									
	PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted		Recommended faculty for advanced study (as Dept. APC member)	2	2	4.8	4.8	4.8	4.80
OVPI MFO 2. Faculty Recruitment/Hiring Services									
OVPI MFO 3. Faculty Evaluation Services									
OVPI MFO 4. Admission & Registration Services									
OVPI MFO 5. Guidance and Counselling & Support to Students Services									
OVPI MFO 6. Library Services									
OVPI MFO 7. Distance Education Services									
	PI 1: Number of distance education curricular programs implemented		Coordinated/Monitored distance curricular programs implemented (as Chairman of the Dept. Graduate Admission Comm.)	1	1	4.8	4.8	4.8	4.80
	PI 2: Percentage increase in the number of extramural students enrolled		Monitored number of extramural students enrolled (as Chairman of the Dept. Graduate admission Comm.)	5	8	5	5	5	5.00
	PI 3: Number of extramural students graduated within the prescribed period		Monitored number of extramural students graduated within the prescribed period						#DIV/0!
OVPI MFO 8. Program and Institutional Accreditation Services									
	PI 1: Number of degree programs which passed accreditation/evaluation at least Level 1		Coordinated/Monitored degree programs which passed accreditation/evaluation at least Level 1	2	2	4.8	4.8	4.8	4.80
	PI 2: QMS on faculty recruitment, development & performance evaluation aligned with ISO standards		Monitored faculty recruitment, development and performance evaluation aligned with ISO standards	2	2	4.8	4.8	4.8	4.80


	PI 3: Degree program compliant with CHED		Evaluated and monitored degree programs compliant with CHED	2	3	5	5	5	5.00	
	PI 4: Readiness to SUC levelling by CHED & DBM		Monitored readiness of the university to SUC levelling by CHED & DBM							
OVPI MFO 9. Development Broadcasting & Communication Services										
UMFO 6. General Administration and Support Services (GASS)										
OVPI MFO 1. Administrative and Facilitative Services										
	PI 2: Number of university committees/ boards/council chaired & coordinated		Attended college and university committess meeting	5	10	5	5	5	5.00	
Total Over-all Rating									146.93	
Average Rating						4.90	4.90	4.89	4.90	
Adjectival Rating									OUTSTANDING	

Comments and Recommendations for Development Purpose:

✓ Keep up the good work

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

Evaluated and Rated by:




VICTOR B. ASIO

Dean, CAFS

Date: _____

Recommending Approval:

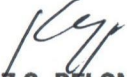


VICTOR B. ASIO

Dean, College of Agriculture and Food Science

Date: _____

Approved by:



BEATRIZ S. BELONIAS

Vice President, Instruction

Date: _____

PERFORMANCE MONITORING & COACHING JOURNAL

Name of Office: Dept. Agronomy
Head of Office: ULYSSES A. CAGASAN
Number of Personnel: 20

X	1st	Q U A R T E R
X	2nd	
	3rd	
	4th	

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring Teaching load and efficiency of classes by the faculty Use biometrics and logbook for in and out of faculty and staff for easy monitoring	One on one on some faculty and staff	Department monthly meeting Always remind during monthly meeting the faculty and staff to follow civil service rules	/		Equal distribution of teaching load and other committees to lessen individual workload of faculty
Coaching Strictly observe the time for every class schedule and to be efficient in following the course outline in the OBTL syllabus	Call the attention of concerned faculty	Always remind and follow up the faculty and staff during dept`s meeting the status/conditions in instruction and admin office activities	/		Effective and efficient delivery of services to all clients

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

Noted by:

ULYSSES A. CAGASAN
Immediate Supervisor

VICTOR B. ASIO
Next Higher Supervisor

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: ULYSSES A. CAGASAN

Performance Rating: OUTSTANDING

Aim: Sustain the outstanding rating

Proposed Interventions to Improve Performance

Date: January 30, 2020

Target Date: January to June 30, 2020

First Step:

Attend scientific forum and conferences and publish paper in refereed journals
Update instructional materials
Develop research proposal

Result:

Published research articles
Updated instructional materials
Submitted research proposal to funding institution

Target Date: July 1 to Dec. 31, 2020

Next Step:


Attend and present papers in scientific conference
Update instructional materials

Outcome: Attended and presented scientific paper in the conference
Published scientific paper in refereed journal
Updated instructional materials


Final Step/Recommendation:

Maintain outstanding rating and publish research paper in refereed journals
Submit research proposals for funding

Prepared by:


VICTOR B. ASIO
Dean, CAFS

Conforme:


ULYSSES A. CAGASAN
Name of Ratee Faculty/Staff