

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: HUMBERTO R. MONTES Jr.

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.81x50% = 2.405	
b. Students (50%)		5.0x50%= 2.5	
Total for Instruction	50%	4.905	2.452
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	20%	4.868	0.973
3. Extension	20%	5	1.0
a. Client/Dir. For Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration	10%	5	0.50
5. Production			
TOTAL	100%		4.925

EQUIVALENT NUMERICAL RATING: 4.925
 Add: Additional Points, if any: none
 TOTAL NUMERICAL RATING: 4.925

ADJECTIVAL RATING: OUTSTANDING

HUMBERTO R. MONTES Jr.
 Name of Faculty

ANALYN M. MAZO
 Department Head

Recommending Approval:

MA. THERESA P. LORETO
 Dean/Director

Approved:

BEATRIZ S. BELONIAS
 Vice President

"Exhibit B"
INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, HUMBERTO R. MONTES JR., a faculty member of the DEPARTMENT OF BIOLOGICAL SCIENCES, commits to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period January to June 2022.

Humberto Jr.
HUMBERTO R. MONTES JR.
Professor III
Date: *7/27/2022*

Approved:
MAZ
ANALYN M. MAZO
Department Head
Date: *7/27/2022*

MA. Theresa P. Loreto
MA. THERESA P. LORETO
College
Date: *7/25/2022*

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										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned	1	1	5	5	5	5.00	TREC 208
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	1	1	5	5	4	4.67	Bror Collander
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and							
		AS GAC Member	Advises and corrects research outline and							
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	1	1	5	5	5	5.00	Jonathan Hijada

	PI 9: Number of instructional materials	A5: Number of on-line ready coursewares developed and submitted	Converts the existing instructional materials into							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	5	4	4	4.33	TREC 208
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	4	4	5	5	5	5.00	TREC 208
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	2	5	5	5	5.00	TREC 208
		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	1	1	5	4	4	4.33	
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	1	5	4	4	4.33	TREC 208
	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	1	1	5	5	5	5.00	TREC 208
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI9: Total FTE, coordinated, implemented	A9: Actual Faculty's FTE	Handles and teaches							
		A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	4	5	5	4	4.67	MarB121- Scientific Diving (Blended learning)

		A11 . Number of INC forms with grade submitted within prescribed	Facilitates students in their completion of the subject and							
		A12 . Number of trainings attended related to instruction	Attend mandated trainings	1	1	5	5	5	5.00	BS Bio/Mar.Bio Seminar-Workshop
		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	1	2	5	5	5	5.00	MarB121- Scientific Diving (Blended learning)
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	2	4	5	5	5	5.00	MarB121- Scientific Diving (Blended learning)
		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	1	1	5	5	5	5.00	MarB121- Scientific Diving (Blended learning)
	PI 8: Number of students advised: *	A16 . Number of students advised:	Acts as academic advisor to students							
		A17 . Number of students advised on thesis/ field practice/special		2	2	5	4	4	4.33	Laroa (Mar. Bio), Pepito (Env. Sc.)
		As SRC Chairman	Advises, and corrects research outline and thesis/SP	4	4	5	5	5	5.00	Agbisit, Laude, Bertulfo, Jaducan (Mar. Bio)
		As SRC Member	Advises and corrects research							
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	6	6	5	5	5	5.00	Laroa, Laude, Jaducan, Agbisit , Bertulfo(Mar. Bio), Pepito (Env. Sc.)
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO							
		A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
	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							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a	1	1	5	4	4	4.33	MarB121- Scientific Diving (Blended learning)

		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	9	10	5	5	5	5.00	MarB130- Scientific Diving(Blended learning): Modules 1, 2, 3, & 5
		Assessment tools	<i>Prepares assessment tools such as long exam, quizzes, problems sets, etc</i>	3	4	5	5	5	5.00	MarB121- Scientific Diving (Blended learning)
		A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	<i>Submits the course ware duly reviewed by TRP for editing by MMDC editor</i>	1	1	5	4	4	4.33	MarB130- Scientific Diving(Blended learning)
		A 24 : Number of virtual classroom created and operational	<i>Creates virtual classroom using either Moodle or Google Classroom</i>	1	5	5	5	5	5.00	MarB130- Scientific Diving(Blended learning): Modules 1, 2, 3, 4, & 5
	PI 11. Additional outputs	A 25 . Number of Additional outputs accomplished:								
		Program accreditation/evaluation	<i>Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation</i>	1	1	5	4	4	4.33	Research Area Coordinator, AACUP Program Evaluation
		Agency/firm/Industry linkages	<i>Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU</i>	1	1	5	4	4	4.33	CRFMO, Baybay City
		A 26. Other outputs implementing the new normal due to covid 19	<i>Designs experiential learning activities and other outputs to implement new normal</i>	1	4	5	5	5	5.00	Practical scientific diving
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 *	<i>Conducts research for possible utilization by industry or other beneficiaries</i>	4	4	5	5	5	5.00	CHED DARE TO, FishCORAL, PASAR, ARs
	PI 2. Number of research outputs completed within the year *	A 28 . Number of research outputs completed within the year *	<i>Conducts and completes research project within the year</i>	2	2	5	5	5	5.00	CHED DARE TO, PASAR

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							
	<i>In refereed int'l journals</i>		100%	10%	5	5	4	4.67	CHED DARE TO
	<i>In refereed nat'l/regional journals</i>		100%	10%	5	5	4	4.67	CHED DARE TO
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 scientific fora/conferences							CHED DARE TO, FishCORAL, PASAR, ARs
	<i>In int'l fora/conferences</i>		1						
	<i>In nat'l/regional fora/conferences</i>		1						
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	3	3	5	5	5	5.00	CRM, ARs & Tialpia hatchery
PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by								
	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	1						
	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	4						CRFMO-Baybay City, IMFARMC-Baybay City, 5th District of Leyte, PASAR

	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	Implementes duly approved extension projects	2	2					CRM, Tilapia Hatchery
	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 services	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	Research Mentoring	Research Mentor	Review research proposals and papers	1	3	5	5	5	5.00	VSU RDE Back-Back Research and Extension Training Workshop
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons	Seminars, workshops, trainings	1	2	5	5	5	5.00	Seminar-workshop of OJT; Coastal erosion seminar
	Convenor/Organizer	Convenor/Organizer	Seminars, workshops, trainings	1						
	Consultancy/Translator	Consultant/Translator								
	Evaluator	Evaluator								
	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	2	2	5	5	5	5.00	CRM, Tilapia Hatchery
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extrn. 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	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	zero non-conformity						
		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%						
		On program accreditations	BS Biology Level IV	100%	100%	5	5	5	5.00	AACUP Program accreditation
		On institutional accreditations								
UMFO 6. General Admin. & Support Services										
	PI 2 . Zero percent complaint from clients	A 46 . Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint	Zero % complaint	5	5	5	5.00	
	PI 3 : Additional Outputs	A 47 . Number of new initiatives introduced resulting to best practice replicated/benchmarked by other	Initiates/introduces improvements in performing							
		A 48 . Other outputs implementing the new normal due to covid 19	Designs administration/management							
	Total Over-all Rating								168.33	
	Average Rating								4.81	
	Adjectival Rating								Outstanding	

Evaluated & Rated by:

man
ANALYN M. MAZO
 Department Head
 Date: 7/27/20

Recommending Approval

man o/c
MA. THERESA P. LORETO
 Dean, CAS
 Date: 7/26/20

Approved by:

fw.
BEATRIZ S. BELONIAS
 Vice President for Academic Affairs
 Date: 7-28-20

Comments & Recommendations for Development Purpose: May mentor junior faculty

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Humberto R. Montes, Jr.

Performance Rating: Outstanding

Aim: To mentor junior faculty

Proposed Interventions to Improve Performance:

Date: January 2022 Target Date: December 2022

First Step:

Continue to mentor junior faculty

Result:

Mentored junior faculty on research and instruction


Date: _____ Target Date: September-December _____

Next Step:

Outcome:

Final Step/Recommendation:

Prepared by:


ANALYN M. MAZO
Unit Head

Conforme:


HUMBERTO R. MONTES Jr.
Professor III