

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Engr. Manuel E. Casangcapan

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.45	
b. Students (50%)		1.86	
TOTAL for Instruction	70%	4.31	3.02
2. Research			
3. Extension			
4. Administration	30%	5.00	1.50
5. Production			
TOTAL			4.52


EQUIVALENT NUMERICAL RATING: 4.52

Add: Additional Points, if any: _____

TOTAL NUMERICAL RATING: 4.52

ADJECTIVAL RATING: Outstanding

Prepared by:


MANUEL E. CASANGCAPAN
Name of Faculty

Reviewed by:


ARTHUR I. TAMBONG
Department Head

Approved by:


EDGARDO E. TULIN, Ph.D.
President



Visayas State University
College of Engineering
DEPARTMENT OF AGRICULTURAL ENGINEERING
Visca, Baybay City, Leyte



INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MANUEL E. CASANGCAPAN, Faculty of the Department of Agricultural Engineering, commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January to June 2016.

MANUEL E. CASANGCAPAN

Associate Professor II

Date: 12 February 2016

ARTHUR IT. TAMBONG

Department Head

Date: 12 February 2016

Rating Equivalents:

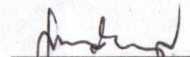
- 5 - Outstanding
- 4 - Very Satisfactory
- 3 - Satisfactory
- 2 - Fair
- 1 - Poor

MFO No.	MFO Description	Success/Performance Indicator (PI)	Program/Activities/ Projects	Tasks Assigned	Target	Accomplishment (Jan-June 2016)	Rating				Remark
							Quality	Efficiency	Timeliness	Average	
MFO 2	Higher Education Services	PI 1. Number of FTE coordinated and implemented	Teaching	Teaches two (2) BSAE subjects per semester or four (4) subjects per year equivalent to 16 FTE	16.00	51.90	5	5	5	5.0	1 semester only
		PI 10. Number of academe/Industry linkage established	Coordinating	Establishes at least one (1) linkage with academe / industry	1	4	5	5	4	4.7	LGU Negros Occidental (SWMO), PSAE, LGU-Brgy. Patag, PNOC Energy Development Corp


		PI 11. Number of students advised									
		<i>On thesis/ field practice/special problem</i>	Advising/revising	Advises students on thesis/field practice/special problem	2	3	5	5	5	5.0	3 BSAE students
		<i>On consultation</i>	Consultation/Tutorial	Consulting/Tutoring students of courses under DAE	35	70	5	5	5	5.0	AE and BSAB students
		PI 12. No. of student organizations Advised/Assisted									
		<i>Student organizations advised</i>	Supervising	Supervise two (2) student organization	1	1	5	4	5	4.7	PSAE-VSC
		<i>Student organizations assisted on student related activities</i>	Supervising/ Mentoring	Supervise activities of two (2) student-related activity	1	1	5	4	5	4.7	PSAE-VSC
		PI 13. Number of instructional materials developed	Preparation/ Revising/ Encoding/ Printing								
		<i>New syllabi</i>		Prepares syllabi	1	1	5	5	5	5.0	ESci 182
		<i>Revised syllabi</i>		Revises syllabi							
		<i>Revised lecture manual</i>		Revises lecture manual	2	2	5	5	5	5.0	AE40, ESci 182
		<i>Revised Lab. Manual</i>		Revises laboratory manual	1	1	5	5	5	5.0	AE40
		<i>New Powerpoint lecture presentation (per course)</i>		Preparing powerpoint lecture presentations	1	1	5	4	5	4.7	ESci 182
		<i>Revised Powerpoint lect. presentation (per course)</i>		Revises powerpoint lecture presentations	1	1	5	5	5	5.0	AE40
		PI 14. Additional outputs									
		<i>Accreditation of curricular program (3rd level)</i>	Preparation/ Encoding/ Printing	Preparation and printing of documents for AACUP	1	1	5	5	5	5.0	AACUP Level 3: Area III & VII

MFO 5	Support to Operations	PI 5. Number of in-house seminars/trainings/workshops/reviews participated	Documentation, participation	Documentation, participation	1	3	5	5	5	5.0	Training on Website Content Writing & Mgt; Training on the use of MOODLE, April 2016; Training on Geographic Information System using QGIS, June 6-8, 2016;
MFO 6	General Admin. & Support Services (GASS)	PI 5. Number of documents attended and served	Checking and action to official documents	Approved/signed documents as DAE OIC and as student adviser	30	45	5	5	5	5.0	45 documents acted as department OIC and field practice adviser
		PI 10. Efficient and customer-friendly frontline service	Service	Served clients with courtesy; immediate response to client needs and inquiries	Zero complaint from clients	Zero complaint from clients	5	5	5	5.0	100% no complaint; served clients with courtesy; immediate response to client needs and inquiries
Number of Performance Indicators Filled-up							15				
Total Over-all Rating							73.667				
Average Rating							4.911				
Adjectival Rating							Outstanding				

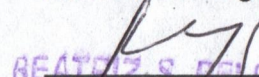
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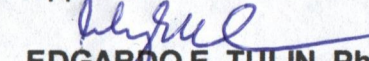
Calibrated by:


 Chairman, PMT
 Date: _____

Recommending Approval:


 BEATRIZ S. DELONIA, PhD
 Vice Pres. for Instruction
 Date: _____

Approved:


 EDGARDO E. TULIN, Ph.D.
 President
 Date: _____