SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **JOCELYN G. DACLAG**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)		4.61x50%=2.30	
b. Students		5.00x50%= 2.50	
Total for Instruction	53.56%	4.80	2.57
2. Research	0%	0.00	0.00
3. Extension	22.65%	0.00	0.00
4. Administration	23.77%	4.50	0.00
5. Production	0%	0.00	1.07
TOTAL			**3.64**

EQUIVALENT NUMERICAL RATING: 3.64
Add: Additional Points, if any: 0.00
TOTAL NUMERICAL RATING: 3.64

ADJECTIVAL RATING: **SATISFACTORY**

Prepared by:

- Deceased -

JOCELYN G. DACLAG
Name of Faculty

Reviewed by:

LYNETTE C. CIMAFRANCA
Department Head

Recommending Approval:

VICTOR B. ASIO
Dean, CAFS

Approved:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **JOCELYN G. DACLAG,** of the <u>Department of Food Science and Technology</u> commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period <u>**January**</u> to <u>**June, 2023.**</u>

Deceased

<u>**JOCELYN G. DACLAG**</u>
Ratee

Approved:

LYNETTE C. CIMAFRANCA
Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Q[1]	E[2]	T[3]	A[4]	Remarks
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							
<u>PI 8:</u> Number of graduate students advised *	**A2.** Number of students advised	Acts as academic adviser to graduate students	1	1	4	4	4	4.00	Cacerez
	A3. *Number of students advised on thesis/special problem/dissertation*								
	As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	1	5	4	4	4.33	Cacerez
	AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript							

PI 9: Number of instructional materials developed *	A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	2	1	5	4	5	4.67	Cacerez
PI 9: Number of instructional materials developed *	A5. Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof							
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
	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							
	A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							

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							
	A9. Number of long & term exams administered and checked	Administers and checks long & term examination for subjects taught	2						
	A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	1	1					FTEC300
	A11. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	2						
UMFO 2. HIGHER EDUCATION SERVICES									
OVPI UMFO 3. Higher Education Management Services									
PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	3.00	4.22	5	5	5	5.00	2ND SEM SY 2022-2023
	A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	1	5	5	4	4.67	FTec 200.1
	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	3	2	5	5	5	5.00	FTec 181, 199-Ebero, A.
	A12. Number of trainings attended related to instruction	Attend mandated trainings	1						

	A13. Number of long & term exams administered and checked	Administers and checks long & term examination for subjects taught	2						
	A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	5						
	A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10						
PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	10						
	A17. Number of students advised on thesis/ field practice/special problem:								
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	1						
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript	6						
	A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10						
PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advises student organizations recognized by USSO	1						

	A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1						
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 combination thereof*							
	Supplemental learning resources	*Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught*	10						
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10						
	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	1						
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 year *	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	**A 29.** Percentage of research outputs published in	Writes publishable materials out of research outputs							

internationally-referred or CHED recognized journal within the year (2%) *	internationally-refereed or CHED recognized journal within the year	and submits for publication								
	In refereed int'l journals									
	In refereed nat'l/regional journals									
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 for a/conferences								
	In int'l fora/conferences									
	In nat'l/regional fora/conferences									
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								
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	1						
PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in	A 39. Percentage of beneficiaries who rated the training course/s and advisory services as	Provides quality and relevant training courses and advisory services							

terms of quality and relevance	satisfactory or higher in terms of quality and relevance								
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 Mentor								
	Peer reviewers/Panelists								
	Resource Person								
	Convenor/Organizer								
	Consultant								
	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							
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 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	No complaint	No 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 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 norma							
	A 49.Other outputs implementing the new normal due to covid 19	Attend DFST meetings	2	2	4	4	4	4.00	Virtual meeting
Total Over-all Rating								36.67	

Average Rating (Total Over-all rating divided by 4)		4.58
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.58
ADJECTIVAL RATING		**Very Satisfactory**

Comments & Recommendations for Development Purpose:

Evaluated & Rated by:

LYNETTE C. CIMAFRANCA
Dept/Unit Head

Date: 7/15/m

Recommending Approval:

VICTOR B. ASIO
College Dean

Date: _____

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

Date: _____

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