


**Exhibit K****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)
6. Instruction			
Head/Dean (50%)		4.98x100% = 4.98	
Students (50%)			
Total for Instruction	50%	4.916	2.458
7. Research			
Client/Dir. for Research (50%)			
Dept. Head/Center Director (50%)			
Total for Research	20%	5.000	1.000
8. Extension	20%	5.000	1.000
Client/Dir. For Extension (50%)			
Dept Head/Center Director (50%)			
Total for Extension			
9. Administration	10%	5.000	0.500
10. Production			
TOTAL	100%		4.958

EQUIVALENT NUMERICAL RATING: 4.958Add: Additional Points, if any: noneTOTAL NUMERICAL RATING: 4.958ADJECTIVAL RATING: OUTSTANDING

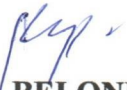
  
HUMBERTO R. MONTES Jr.  
Name of Faculty

  
ANALYN M. MAZO  
Department Head

Recommending Approval:

  
MA. THERESA P. LORETO  
Dean/Director

Approved:

  
BEATRIZ S. BELONIAS  
Vice President

# **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 2021.

*Humberto Jr*  
**HUMBERTO R. MONTES JR.**

Professor III

Date: *Sept. 29, 2021*

Approved:

*ANALYN M. MAZO*  
**ANALYN M. MAZO**

Department Head

Date: *Sept. 30, 2021*

*MA. THERESA P. LORETO*  
**MA. THERESA P. LORETO**

College Dean

Date: *Oct. 4, 2021*

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							
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							

	<b>PI 9:</b> Number of instructional materials developed *	<b>A5:</b> 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							
		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						
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							
	<b>PI 10:</b> Additional outputs:	<b>A 8:</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>										
<b>OVPI UMFO 3. Higher Education Management Services</b>										
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9:</b> Actual Faculty's FTE	Handles and teaches courses assigned							
		<b>A10:</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline							
		<b>A 11:</b> 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							

		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings								
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught								
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab								
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required								
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic adviser to students								
		<b>A17.</b> Number of students advised on thesis/ field practice/special problem:									
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript								
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript								
		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades								
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USOO								
		<b>A20.</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities								
	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21 :</b> 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	1	1	5	4	5	4.67	MarB110-Oceaography 1 (Moodle classroom)
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	9	9	5	5	5	5.00	MarB110-Oceaography 1 (Moodle classroom): Modules 1, 2 & 3
		Assessment tools	Prepares assessment tools	10	18	5	5	5	5.00	MarB110-Oceaography 1
		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	1						
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	1	5	5	5	5.00	MarB 110- Oceanography 1 (Moodle Classroom)
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program	1	1					MS TREC AACUP
		Agency/firm/Industry linkages	Coordinates with potential firms and	4						DENR, BFAR, LGUs,
		A 26. Other outputs implementing	Designs experiential learning activities							
<b>UMFO 3 . RESEARCH SERVICES</b>										
	PI 1. Number of research	A27. Number of research outputs in	Conducts research for possible							
	PI 2. Number of research	A 28. Number of research outputs	Conducts and completes	4	4	5	5	5	5.00	DENR, BFAR, LGUs,
	PI 3. Percentage of	A 29. Percentage of research outputs	Writes publishable materials	2	2					

		<i>In refereed int'l journals</i>		2	2	5	5	5	5.00	1. Persistence of a reef fish metapopulation via network connectivity: theory and data. Ecology Letters, (2021) 24: 1121–1132; 2. Genomic signatures of spatially divergent selection at clownfish range margins, Proc. R. Soc. B 288:20210407, <a href="https://doi.org/10.1098/rspb.2021.0407">https://doi.org/10.1098/rspb.2021.0407</a> ; 3. Status and Generic Diversity of Coral Resources of Cuatro Islas Protected Landscape and Seascape, Western Leyte, Eastern Philippines, International Journal of Biosciences
		<i>In refereed nat'l/regional journals</i>								
	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific for a/conferences							
		<i>In int'l fora/conferences</i>		1	1	5	5	5	5.00	Effects of salinity and light conditions on the survival of brown seaweed Sargassum ilicifolium (Turner) C. Agardh during early development. IOP Conf. Series: Earth and Environmental Science
		<i>In nat'l/regional fora/conferences</i>								
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	1	1	5	5	5	5.00	AR
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by								

		<b>A 33.</b> 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							
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
<b>UMFO 4. EXTENSION SERVICES</b>										
	<b>PI 1.</b> Number of active	<b>A 36.</b> Number of active	Identifies and links with <del>probable partners for extension</del>	4	4	5	5	5	5.00	DENR, BFAR, LGUs, PASAR
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority	<b>A 38.</b> Number of extension programs/projects implemented	Implements duly approved extension projects	1		5	5	5	5.00	ICRM
	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> 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							
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries	2	2	5	5	5	5.00	LGU, PASAR
	Research Mentoring	Research Mentor								
	Peer reviewers/Panelists	Peer reviewers/Panelists								

	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer								
	Consultancy/Translator	Consultant Translator		1	1	5	5	5	5.00	Manual Pagtukod Hin Kakulapohan (Sargassum Bed) (Waray-Waray Translation of Manual for Sargassum Bottom Culture for Fishery Stock Enhancement) CHED
	Evaluator	Evaluator								
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> 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 Fingerling production
	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
	<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>									
	<b>PI 8.</b> 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*	<b>A 44.</b> 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	zero non-	zero non-conformity					

		<b>A 45.</b> Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100%	100% compliant					
		On program accreditations		1	1	5	5	5	5.00	MS TREC
		On institutional accreditations								
<b>UMFO 6. General Admin. &amp; Support Services</b>										
	<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint	Zero % complaint					
	<b>PI 3:</b> Additional Outputs	<b>A 47.</b> 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							
		<b>A 48.</b> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal	2	2	5	5	5	5.00	On-line meetings
	<b>Total Over-all Rating</b>								74.67	
	<b>Average Rating</b>								4.98	
	<b>Adjectival Rating</b>								Outstanding	
<b>Comments &amp; Recommendations for Development Purpose:</b> Since he is planning to retire, mentoring junior faculty is recommended										

Evaluated & Rated by:

*mgm*  
ANALYN M. MAZO

Department Head

Date: *Sept. 30, 2021*

Recommending Approval

*mtloredo*  
MA. THERESA P. LORETO

Dean, \_\_\_\_\_

Date: *Oct. 4, 2021*

Approved by: *BE*

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: *Oct. 12, 2021*

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Humberto R. Montes, Jr.

Performance Rating: Outstanding

Aim: To mentor junior faculty

Proposed Interventions to Improve Performance:

Date: June 2021      Target Date: December 2021

First Step:

To mentor junior faculty

Result:

Junior faculty are part of his research projects

Date: \_\_\_\_\_ Target Date: September-December \_\_\_\_\_

Next Step:

Outcome:

Final Step/Recommendation:

\_mentor other junior staff for other subjects

Prepared by:

  
ANALYN M. MAZO

Unit Head

Conforme:



HUMBERTO R. MONTES Jr.

Professor III