

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: **HELMAR G. YCONG**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
11. Instruction			
e. Head/Dean (50%)		4.79	(2.395)
f. Students (50%)		4.88	(2.44)
Total for Instruction	100%	(4.84)	4.84
12. Research			
13. Extension			
14. Administration			
15. Production			
TOTAL			4.84


EQUIVALENT NUMERICAL RATING: 4.84

Add. Additional Points, if any:

TOTAL NUMERICAL RATING: 4.84

ADJECTIVAL RATING: Outstanding

Prepared by:


HELMAR G. YCONG
Name of Faculty

Reviewed by:


JOEL Q. MABALHIN
Department Head

Recommending Approval:



BAYRON S. BARREDO
College Dean

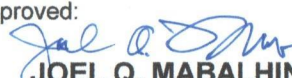
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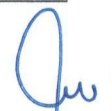

BEATRIZ S. BELONIAS
VP for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **HELMAR G. YCONG**, a faculty member of the DEPARTMENT OF TEACHER EDUCATION commit to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January-June 2023.


HELMAR G. YCONG
 Assistant Professor III
 Date: July 10, 2023

Approved:

JOEL Q. MABALHIN
 Department Head
 Date: 07-11-2023


BAYRON S. BARREDO
 College Dean
 Date: 7-14-23

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 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	36	40.5	5	5	5	5.00	Math 130, PrEd 146n, PrEd 161
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	16	5	4	4	4.33	Math 130, PrEd 146n, PrEd 161, PrEd 200n
		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	1	10	5	5	5	5.00	
		A12. Number of trainings attended related to instruction	Attend mandated trainings	1	2	5	5	5	5.00	
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	9	5	5	5	5.00	

		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	15	84	5	4	4	4.33	
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic adviser to students</i>	20	30	5	5	5	5.00	
		A17. Number of students advised on thesis/ field practice/special problem:		5	11	5	4	4	4.33	Anghag, Blanco, Borinaga, Duque, Felisilda, Flores, Gumba, Mejia, Painagan, Piano, Romo
		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript							
		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript							
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	300	5	5	5	5.00	
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	<i>Advises student organizations recognized by USSO</i>	1	1	5	4	4	4.33	
		A20. Number of Student organizations assisted on student related activities	<i>Assists student organizations in implementing student related activities</i>	1	1	5	4	4	4.33	
	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							
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	1	3	5	5	5	5.00	Math 130, PrEd 146n, PrEd 161

		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	26	5	5	5	5.00	Math 130, PrEd 146n, PrEd 161
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	93	5	5	5	5.00	Math 130, PrEd 146n, PrEd 161
		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	3	5	5	5	5.00	Math 130, PrEd 146n, PrEd 161
	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	1	1	5	5	5	5.00	DepEd Baybay City Division
		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							

76.65/14

	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>								
		<i>In refereed nat'l/regional journals</i>								
	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							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	PI 5. Percent of research proposals approved *	A 31. Percentage of 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	0					
	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						
	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		1					
	Peer reviewers/Panelists	Peer reviewers/Panelists							
	Resource Persons	Resource Persons		0					
	Convenor/Organizer	Convenor/Organizer							
	Consultancy	Consultant							

	<i>Evaluator</i>	<i>Evaluator</i>								
	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 5. SUPPORT TO OPERATIONS										
OVPI MFO 4. Program and Institutional Accreditation Services										
	PI 8. 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*	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 performance of his/her functions as faculty member	0	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	1	100% compliant					
		On program accreditations								
		On institutional accreditations								

PERFORMANCE MONITORING FORM

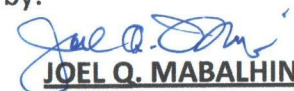
Name of Employee: HELMAR G. YCONG

Task no.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date Accomplished	Quality of Output	Over-all Assessment of Output**	Remarks/ Recommendation
1	Teach undergraduate courses	18 FTE	1st week of March 2023	Before the end of semester	June 2023	Very Impressive	Outstanding	40.5 FTE
2	Develop on line courseware	Develop 3 online courseware, 5 supplemental resources	1st week of March 2023	Before the end of the semester	June 2023	Impressive	Very Satisfactory	Developed 3 online courseware, 26 supplemental learning resources & 93 assessment tools
3	Advise and serve student related activities and organization	Advise and serve 1 organization	1st week of March 2023	Before end of the semester	June 2023	Impressive	Very Satisfactory	Advised and served Math Major's Society
4	Conduct Extension Activity	Conduct 1 Extension Activity	1st week of March 2023	Before end of the Semester	June 2023	Very Impressive	Outstanding	Conducted 1 Extension Activity

*Either very impressive, impressive, needs improvement, poor, very poor,

** Outstanding, very satisfactory, satisfactory, unsatisfactory

Prepared by:


JOEL Q. MABALHIN
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: HELMAR G. YCONG

Performance Rating: 4.79

Aim: Increases involvement in research and extension activities
Produces instructional materials on handled
Present & Publish Research

Proposed Interventions to Improve Performance:

Date: June, 2023

Target Date: July-December, 2023

First Step:

Attend Seminars, Trainings, and workshops

Develop at least one Instructional Material

Write Research Proposals for Funding

Result:

Date: June, 2023

Target Date: July-December, 2023

Next Step:

Conduct In-service Trainings

Submit Instructional Materials for ISBN or copyright

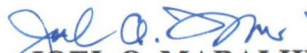
Approved Proposals for Funding

Outcome: Published Books/ instructional materials and Research

Final Step/Recommendation:

Conduct Research, Trainings and Extension Activities

Prepared by:


JOEL Q. MABALHIN
Unit Head

Conforme:


HELMAR G. YCONG
Name of Ratee Faculty/Staff