SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Zyra May H. Centino

Program Involvement	Percentage	Numerical Rating	Equivalent
	Weight of	(Rating x %)	Numerical
	Involvement		Rating
(1)	(2)	(3)	(2 x 3)
1. Instruction			
a. Head/Dean (50%)		2.34	
b. Students (50%)		2.38	
TOTAL INSTRUCTION	50%	4.72	2.36
2. Research	20%	5.00	1.00
3. Extension	10%	5.00	0.50
4. Support Operations	10%	4.33	0.43
5. Gen. Admin. & Support Services	10%	4.80	0.48
TOTAL			4.77

EQUIVALENT NUMERAL RATINGS:	4.77
Add: Additional Points, if ny:	
TOTAL NUMERICAL RATING:	4.77

ADJECTIVAL RATING:

Outstanding

Prepared by:

Name of Faculty

Recommending Approval:

Approved:

Reviewed by:

LIAN B. NUÑEZ 🧛

Dean, CME

LILIAN B. NUÑEZ 👟

Dean, CME

ROTACIO S. GRAVOSO

Vice President for Academic Affairs



Visayas State University College of Management and Economics DEPARTMENT OF ECONOMICS Visca, Baybay City, Leyte



"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Zyra May H. Centino, a faculty member of the <u>DEPARTMENT OF ECONOMICS</u> commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period <u>January-June 2024</u>.

Approved:

Dallana Dann

College Dean

Date: July 13,7

Assistant Professor IV
Date: Un 10, 1000 AV

					Accom-		Raf	ing		REMARKS (Indicators in percentage should be supported
MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	plishment (Jan-June 2024)	Quality	Eficiency	Timeliness	Average	with numerical values in numerators and denominators)
UMFO	1. ADVANCED EDUCATIO	N SERVICES								
OVPI N	IFO 2. Graduate Student I	lanagement Services	to the proper of							
	PI 4: Total FTE coordinated, implemented &	A1. Actual Faculty's FTE	Handles subjects/courses assigned	1	0	3	3	3	3.00	
	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/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		2	5	5	5	5.00	
		<u>A4</u> . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty		2	5	5	5	5.00	

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	PI 9: Number of instructional materials developed *	<u>A5</u> . Number of on-line ready coursewares developed and	Converts the existing instructional materials into							
	aeveloped	submitted for review On-line ready courseware	flexible learning systems Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	4	4	4	4.00	
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	10	5	5	5	5.00	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	10	5	5	5	5.00	
		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 Moddle or Google Classroom		1	5	5	5	5.00	
	<u>PI 10</u> . 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							
UMFO	2. HIGHER EDUCATION S	ERVICES								
OVPI U	JMFO 3. Higher Education	Management Services								
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	15	2.25	3	3	3	3.00	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	2	4	4	4	4.00	
		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	5	5	5	5	5.00	
		A12 . Number of trainings attended related to instruction	Attend mandated trainings	1	2	5	5	5	5.00	

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	A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	4	5	5	5	5.00	
	A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	4	10	5	5	5	5.00	
		Checks lab reports and term papers submitted as required	3	4	5	5	5	5.00	
PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviserto students	6	7	5	5	5	5.00	
	A17. Number of students advised on thesis/ field practice/special problem:								
	As Thesis/Field Practice/Special Problem Adviser	Advises, and corrects research outline and thesis/SP manuscript	2	3	5	5	5	5.00	
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	2	3	5	5	5	5.00	
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript	2	4	5	5	5	5.00	
	A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	5	10	5	5	5	5.00	
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	1	1	4	4	4	4.00	
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							

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		Supplemental learning resourc	assignments depending on course taught	2	8	5	5	5	5.00	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	4	10	5	5	5	5.00	
		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	2	2	4	4	4	4.00	
	PI 11. Additional outputs	<u>A 25</u> . Number of Additional outputs accomplished:		1						
		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	5	5	5	5	5.00	
5		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		1	5	5	5	5.00	
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research oroject within the year		1	5	5	5	5.00	

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4. Number of research puts presented in ional/national/ int'l a/conferences	presented in regional/national/ int'l	Prepares, submits and presents research paper in scienfic for a/conferences							
puts presented in ional/national/ int'l	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	presents research paper in						-	
puts presented in ional/national/ int'l	presented in regional/national/ int'l fora/conferences *	presents research paper in							
	In int'l fora/conferences								
***************************************	III III I IOI WOOTHOTOHOOG			1	5	5	5	5.00	
	In nat'l/regional fora/conferences			and the state of t					
5. Percent of research posals approved *	proposals prepared, submitted and	Prepares research proposals, submits and follows up its approval for immediate implementation							
	A 32. No. of research-related awards (research conducted by								
	A 33. Number of journal articles/scientific paper received			1	5	5	5	5.00	
	to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		Designs research related activities and other outputs to implement new normal		1	5	5	5	5.00	
		Identifies and links with							
rtnerships with LGUs,	partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders	probable partners for extension activities and maintains this active partnership							
1 rtı	Number of active nerships with LGUs, stries, NGOs, NGAs, Es, and other	articles/scientific paper received and reviewed as peer-reviewer A 34. Number of UMs submitted to ITSO, VSU A 35. Other outputs implementing the new normal due to covid 19 EXTENSION SERVICES Number of active perships with LGUs, industries, NGOs, NGAs, SMEs, industries, NGOs, NGAs, SMEs,	A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer received and returns duly reviewed paper A 34. Number of UMs submitted to ITSO, VSU A 35. Other outputs implementing the new normal due to covid 19 EXTENSION SERVICES Number of active nerships with LGUs, stries, NGOs, NGAs, stries, NGOs, NGAs, and other stakeholders A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders Journal articles/scientific papers, reviews the paper received and returns duly reviewed paper Prepares and submits application for UM of technology generated out of research output Designs research related activities and other outputs to implement new normal Identifies and links with probable partners for extension activities and maintains this active partnership	A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer received and returns duly reviewed paper A 34. Number of UMs submitted to ITSO, VSU A 35. Other outputs implementing the new normal due to covid 19 EXTENSION SERVICES Number of active nerships with LGUs, stries, NGOs, NGAs, Es, and other A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders	A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer received and reviewed as peer-reviewer 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 EXTENSION SERVICES Number of active perships with LGUs, stries, NGOs, NGAs, SMEs, and other stakeholders A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders Journal articles/scientific papers, reviews the paper received and returns duly reviewed paper Prepares and submits application for UM of technology generated out of research output Designs research related activities and other outputs to implement new normal Identifies and links with probable partners for extension activities and maintains this active partnership	A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer and reviewed paper and reviewed paper. A 34. Number of UMs submitted to ITSO, VSU A 35. Other outputs application for UM of technology generated out of research output activities and other outputs to implement new normal due to covid 19 EXTENSION SERVICES Number of active perships with LGUs, industries, NGOs, NGAs, SMEs, industries	A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer received and returns duly reviewed paper A 34. Number of UMs submitted to ITSO, VSU A 35. Other outputs implementing the new normal due to covid 19 EXTENSION SERVICES Number of active perships with LGUs, stries, NGOs, NGAs, SMEs, industries, NGOs, NGAs, SMEs, stries, NGOs, NGAs, SMCs, stries, NGOs, NGAs, SMCs, stries, NGOs, NGAs, SMCs, stries and tereviewed and returns duly reviewed paper received and returns duly reviewed paper Prepares and submits application for UM of technology generated out of research output Designs research related activities and other outputs to implement new normal like with probable partners for extension activities and maintains this active	A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer and reviewed as peer-reviewer and reviewed as peer-reviewer and reviewed as peer-reviewer received and returns duly reviewed paper received and returns d	A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer received and returns duly reviewed paper A 34. Number of UMs submitted to ITSO, VSU A 35. Other outputs implementing the new normal due to covid 19 Designs research related activities and other outputs to implement new normal due to covid 19 EXTENSION SERVICES Number of active partnerships with LGUs, stries, NGOs, NGAs, SMGs, stries, NGOs, NGAs, industries, NGOs, NGAs, SMEs, stries, NGOs, NGAs, industries, NGOs, NGAs, SMEs, stries, NGOs, NGAs, industries, NGOs, NGAs, SMEs, industries, NGOS, NGAS, industries, NGOS, NGAS, industries, NGOS

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	weighted by the length of training	<u>A 37</u> . Number of trainees weighted by the length of training	Conduce frainings among beneficiaries of technologies for transfer						
		<u>A 38</u> . Number of extension programs/projects implemented	Implementes duly approved extension projects						
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as	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	<u>A 40</u> . Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries						
	Research Mentoring	Research Mentor							
	Peer reviewers/Panelists	Peer reviewers/Panelists							
	Resource Persons	Resource Persons							
	Convenor/Organizer	Convenor/Organizer							
	Consultancy	Consultant							
	Evaluator	Evaluator							
		A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	1	5	5	5	5.00	
	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	1	5	5	5	5.00	
ЛFC	5. SUPPORT TO C	PERATIONS							
		nd Institutional Accreditation Se	nices	 				-	

	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 theQMS core processes of the university under ISO 9001:2015*	Ensures and all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member	zero non- conformity	zero NC		4	4	4.00	
		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% compliant	100% compliant	4	4	4	4.00	
		On program accreditations								
		On institutional accreditations								
	70 - 1	<u>A.46.</u> Number of seminars/ trainings/workshop attended outside the university								
		International								
		National								
		Regional								
		Institutional								
		A.47. Number of meetings attended	Department meeting	8	10	5	5	5	5.00	
		A.48 Number of meeting attended (APB, UAC, etc)	•							
UMF	O 6. General Admin	. & Support Services								011
	PI 2. Zero percent complaint from clients served	A 49. Customerly friendly frontline services	Provides customer friendly frontline services to clients	zero % complaint	zero complaint	4	4	4	4.00	
	PI 3: Additional Outputs	A 50. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *	Initiates/introduces improvements in performfing functions resulting to best practice		2	5	5	5	5.00	
		A.51. Number of meetings presided	Dept. meeting	8	10	5	5	5	5.00	
		A.52. Number of staff evaluated/monitored			2	5	5	5	5.00	

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	A.53. Number of committee membership	2	4	5	5	5	5.00	
	A.54. Number of meetings attended outside of the university							
	A.55. Other outputs implementing the new normal due to covid 19							
Total Over-all Rating							184.00	
Average Rating							4.72	
Adjectival Rating							0	

Evaluated Rated by:

Dean, CME
Date: July /2,90 94

Approved

ROTACIO S. GRAVOSO
Vice President for Academic Affairs
Date: 15,00 24

Comments & Recommendations for Development Purpose:

Encourage faculty in the department to engage in research/extension activity.

PERFORMANCE MONITORING & COACHING JOURNAL January-June 2024

Name of Office

: Department of Economics

Head of Office

: Ms. Zyra May H. Centino

Number of Personnel : 9 Regular Faculty, 2 Admin Staff, 4 Affiliate Faculty, 1 GTA

		MECHA	NISM	-	
Activity	One-on-One	ing Group	Memo	Others (Pls. specify)	Remarks
Monitoring				1	
Faculty Meeting		Minutes of the meeting			Monthly meeting (regular & special)
Office & Class Attendance				Logbook, DTR's biometrics, personal check-up	DOE faculty & staff
Discussion of job- related accomplishments, problems and plans	Class observation: The department head conducted class observation of all the faculty member once in every semester	Participation of the faculty members was monitored in the different activities sponsored by the department.		Attendance to activities Committee meetings	All faculty members were informed of the class observation
Attendance to university/college virtual/google meet seminars and meetings			University memos/c ollege memo/no tice of meeting	Attendance certificate	Jan-June 2024
Compliance of University Memos			University Memos	Compliance Report	
Leaves (SL, VL, CDO, etc.)				Application for leave form	
Grades		1		Submission of midterm & final gradesheets	Jan. & June 2024
Coaching & Mentor	ing				
Discuss ways to improve classroom management, teaching methods, IMs and syllabus		Teaching performance evaluation results especially the		•	All faculty members were given a copy of their TPES regarding the

preparation and	negative	students
evaluation reports	feedbacks	evaluation (Jan-
of staff	from students	June 2024)
	were	
	discussed with	
	the concerned	
	faulty	

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

ZYRA MAY H. CENTINO

Head, DOE

Noted by:

LIAN B. NUÑEZ

Dean, CME

Exhibit H

TRACKING TOOL FOR MONITORING TARGETS

Major Final	TASK	ASSIGNED TO	DURATION		TASK STATUS					
Output/Perform ance Indicator				JAN	FEB	MAR	APR	MAY	JUNE	REMARKS
MFO 1. Advanced & Higher Education Services	Teaching	ALL FACULTY	JAN-JUNE 2024							
PI 1. Instruction	Instructional Materials Developed/R evised & Utilized	ALL FACULTY	JAN-JUNE 2024	4		Revises Course Outline, Course Syllabi, TOS, Powerpoint presentatio ns				BCON 143, NCON 145, AGSC 12, SOST 111, ECON 153, BCON141, ECON 115A, ECON 134A ECON 101A, MGMT 21, NCON143, ECON198, BCON147, NCON 147, NCON 146, AGEC 115, ECON 131, ECON103, ECON148, NCON141, BCON 145, AGEC 144, ECON 129E, BCON 146, AGEC 199-C, ECON 133, AGEC 251, AGEC 213, AGEC 221, AGEC 241, APEC 252, ECON 214, AGEC 235, AGEC 299, AGEC 211
	Spent Hours For Students Consultations (face to face)	ALL FACULTY	JAN-JUNE 2024							As Academic Advisers, GAC Chairman and Members & other Committees involving student consultations

garanting garan jumphy medi appli sidan saarka manan na mining ana in a naggan gar		ZYRA MAY H. CENTINO .	JAN-JUNE 2024			antiform del trade and del trade general place to the security of the security	Head, Academic Advisers
	Gives Assignments, Quizzes, Exams, Etc.	All Faculty	JAN-JUNE 2024	Gives quizze s and long exams as agreed in the class	Give midterm exam	Gives final exams	Midterm and Final Exams were given as scheduled by the university
	Submits Grade Sheets	All Faculty	JAN-JUNE 2024		Midterm Grades	Final Grades	BCON 143, NCON 145, AGSC 12, SOST 111, ECON 153, BCON141, ECON 115A, ECON 134A ECON 101A, MGMT 21, NCON143, ECON198, BCON147, NCON 147, NCON 146, AGEC 115, ECON 131, ECON103, ECON148, NCON141, BCON 145, AGEC 144, ECON 129E, BCON 146, AGEC 199-C, ECON 133, AGEC 251, AGEC 213, AGEC 221, AGEC 241, APEC 252, ECON 214, AGEC 235, AGEC 299, AGEC 211
	Prepares power point lecture materials	All Faculty	JAN-2024- JUNE 2024				BCON 143, NCON 145, AGSC 12, SOST 111, ECON 153, BCON141, ECON 115A, ECON 134A ECON 101A, MGMT 21, NCON143, ECON198, BCON147, NCON 147,

		•		ECON 131, ECON148, I BCON 145, ECON 1298 AGEC 199- 133, AGEC 197, AGEC 213, AGEC 241, APEC 214, AGEC 299, AGEC	NCON141, AGEC 144, E, , BCON 146, C, ECON 151, AGEC 231, AGEC 221, AGEC 252, ECON 235, AGEC	
			Jan. 2023 - Dec. 2024	De-carbonization of Development Paths: Comparative Analysis of Household Carbon Emissions in the Philippines and Indonesia	Ongoing	
	The control of the co		Jan. 2023- Dec. 2024	Impact Assessment of Coastal Resource Management in Southern Camotes Sea and Selected Municipalities of Leyte	Ongoing	
<i>(</i>	A CONTRACTOR OF THE CONTRACTOR	African Mail M	Jan. 2023- Mar 2024	Impact Assessment of the Phil LiDAR Program	Ongoing	
1	Moises Neil V. Serino Serino Serino Serino Serino Lestablish the Regional Agribusiness Hub for the Pre-Commercialization of Technologies through the Regional Agri-Aqua Innovation System Enhance (RAISE) Program in Region 8.					
			Jan. 2022- June 2024	RAISE Region 8	Ongoing	
		. 1/2	Jan. 2023 - Dec. 2024	Inclusive Value Chain	Ongoing	
		Karl John A. Galvez	Jan. 2024- June 2024	Restoring Livelihoods and Enhancing Resilience of Farmers & Fisher-folks Affected by Typhoon Oddette	Completed	
		lan Dave B. Custodio	JAN. 2024- DEC. 2024	Strengthening Local Governance and SUC'S Extension Services Through BIDANI Strategy	Ongoing	
	1		JAN. 2024- DEC. 2024	Coalescing Organizations for Locally-Led Actions to Boost Development (COLLABDEV) for Inopacan Development	Ongoing	
		LSPreciados	Jan. 2024- June 2024	Restoring Livelihoods and Enhancing Resilience of Farmers & Fisher-folks Affected by Typhoon Oddette	Completed	
a pod Standing go case Mana de	The second secon		JAN. 2024- DEC. 2024	Agribusiness-led Development for Small Holder Vegetable Farming Systems in Southern Philippines	On going	
e difficilità di suprico e sincolore di disco, per investibulare.	Management of the Control of the Con	Jedan A. Cavero	JAN. 2024- JUNE 2024	Regional Agri-Aqua Technology Business Incubator of ViCARP	Completed	
			JAN. 2024-	Restoring Livelihoods and Enhancing Resilience of Farmers & Fisher-folks Affected	Completed	

NOTE TO SERVICE THE SERVICE SHAPE SH			JUNE 2024	by Typhoon Oddette			The state of the s			
entitiva kilomontaya irasilar valikasilari kalantanda kandari olar aras aras matana		Israel C. Embayarte	JAN. 2024- JUNE 2024	by Typhoon Oddette			rmers & Fisher-folks Affected	Completed		
		Babylyn C. Lambert	JULY 2023- JUNE 2024	De-carbonization of Development Paths: Comparative Analysis of Household Carbon Emissions in the Philippines and Indonesia						
		Zyra May H. Centino	JAN-JUNE 2024	Restoring Livelihoods by Typhoon Oddette	and Enhancing F	Resilience of Fai	mers & Fisher-folks Affected	Completed		
	Makes appointments	ZYRA MAY H. CENTINO	JAN-JUNE 2023	all research projects				As Department Head		
	Submits research progress reports	MNVSERINO	JAN-DEC. 2024					as project leader		
		IAN DAVE B. CUSTODIO	JAN-Dec. 2024		от не под	43 (тичностания) (1) (то откостуть одностуть од основного одностава односта		As project/ study leade		
		KJAGALVEZ	JAN-JUNE 2024		and a second second control of the second se	er Suderforde Bratis Amerika skille and den berker, vitalfalle at Appenius dei Soomelyk and		as study leader		
		LSPRECIADOS	JAN-JUNE 2024				The state of the s	As study leader		
		Jedan A. Cavero	JAN-JUNE 2024			att vir til vir til att den fil til store er se spessione er til den i men men efter tær fra utstör mede		As study leader		
		Michelle Aubrey D. Cabase	JAN-JUNE 2024		erchantania (1 handistera erchantania erchantania) erchantania erchantania erchantania erchantania erchantania	Parameterian intelligence intelligence (intelligence) and distince towards when is sense (in primary), and		As study leader		
		Zyra May H. Centino	JAN-JUNE 2024			ma sama ann ann an deann an d	The first first of the section of th	As study leader		
		Israel C. Embayarte	JAN-JUNE 2024					As study leader		
		Babylyn C. Lambert	JAN-JUNE 2024					As study leader		
	ATTENDS training, SEMINAR and workshops	ALL FACULTY	JAN-JUNE 2024					As resource persons, participant, and Poster presenter		

MFO 4. Administration Services	Signs appointments requests,	ZYRA MAY H. CENTINO	JAN-JUNE 2024	As Department Head	as Departmen t Head	As Departmen t Head	As Department Head	As Department Head	As Departmen t Head	
	certificates, and etc.	LEMUEL S. PRECIADOS, ERNESTO F. BULAYOG, ZYRA MAY H. CENTINO	JAN-JUNE 2024	As members of the DOE Personnel Committee	As members of the DOE Personnel Committee	As members of the DOE Personnel Committee	As members of the DOE Personnel Committee	As members of the DOE Personnel Committee	As members of the DOE Personnel Committee	
	Attends meetings.	All Faculty	JAN-JUNE 2024	Department Meetings	Departmen t Meetings	Department Meetings	Departmen t Meetings	Departmen t Meetings	Departmen t Meetings	Departments, College, University Meetings
an kanna di pakaban kanna da kanna da kanna k	Prepares minutes of meetings.	JACAVERO	JAN-JUNE 2024		ag and gamenton multiplem (Arm or dem Albert dem print debug per militar and an angel		maticipal production and the state of the st		digital in yannan hittis artis embiranyus dan asin sasaki sasaki sasak	As Department Secretary
	Reviews communicati ons, letters, requests and appointments	ZMHCENTINO	JAN-JUNE 2024	Daily	Daily	Daily	Daily	Daily	Daily	Except When On Official Business/Se minars/Works hops
	Releases students forms.	COSUGANOB	JAN-JUNE . 2024	Daily	Daily	Daily	Daily	Daily	Daily	Continuing process
	certifications, permits and other communicati ons.									¥
	Delivers, processes and facilitates documents	COSUGANOB/ ANELITO C. PERNITO	JAN-JUNE 2024	Daily	Daily	Daily	Daily	Daily	Daily	Continuing Process, payroll for SA, job request etc.
	Prepares letters, transmittal, acknowledge	COSUGANOB	JAN-JUNE. 2024	Daily	Daily	Daily	Daily	Daily	Daily	Request Letters, Financial Reports,

ONE PRINCIPO SE SER UPP LEASE HE MENUL	ment letters and other communicati ons.									Vouchers, Purchase Requests/PP MP
	Records and releases documents.	COSUGANOB/ ANELITO C. PERNITO	JAN-JUNE 2024	Daily	Daily	Daily	Daily	Daily	Daily	Incoming and outgoing communicati ons
n of none kild dates (skipps/samanupros)	Files documents.	COSUGANOB	JAN-JUNE 2024	Daily	Daily	Daily	Daily	Daily	Daily	Incoming Communicati ons Students Files, docs from other offices.
	Photocopies documents and other communicati ons.	COSUGANOB/ ANELITO C. PERNITO	JAN-JUNE 2024	Daily	Daily	Daily	Daily	Daily	Daily	Memos, Letters and Appointments
	Clean offices and surroundings	ANELITO C. PERNITO	JAN-JUNE 2024	Daily	Daily	Daily	Daily	Daily	Daily	

Prepared by:

YKA MAY H. CENTINO

Unit Head

PERFORMANCE MONITORING FORM

Name of Employee: **Zyra May H. Centino**

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date of Completion	Quality of Output*	Overall Assessment of Output**	Remarks/ Recommendation
1	Teaches assigned subjects and performs other teaching related functions such as; prepares and revises teaching materials, prepares and gives examinations, checks test papers and return to students one week after, submit grades within the prescribed period, make herself available for students during consultation hours, revises course syllabus	Very satisfactory	Jan. 2024	June 2024	June 2024	Very Impressive	Outstanding	Done
2	Prepares instructional module/learning materials for face to face classes.	Very Satisfactory	Jan. 2024	March 2024	June 2024	Very Impressive	Outstanding	Done
3	Attends meetings (face to face/online/virtual webinars/google meet) and performs functions as chairman/member of different committee of the	Very Satisfactory	Jan. 2024	June 2024	June 2024	Very Impressive	Very satisfactory	Done
4	Performs other functions	Very Satisfactory	Jan. 2024	June 2024	June 2024	Impressive	Very Satisfactory	Done

^{*}Either very impressive, impressive, needs improvement, poor, very poor

Prepared by:

LILIAN B. NUÑEZ & College Dean

^{**}Outstanding, very satisfactory, unsatisfactory, poor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee

: ZYRA MAY H.CENTINO

Performance Rating

: Outstanding

Aim:

To improve teaching capability of faculty member.

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date:

Jan. 2024

Target Date: March 2024

First Step:

Required Ms. Centino to prepare and update course syllabi, IM, teaching guides and course content relevant to the current trends and needs of the graduate and undergraduate courses assigned for the 2nd semester, A.Y. 2023-2024.

Result:

Updated graduate and undergraduate course syllabi and other teaching materials.

Date:

April 2024

Target Date: June 2024

Next Step:

Improved further the Instructional Materials developed.

Outcome:

Final Step/Recommendation:

Ms. Centino has prepared and updated instructional materials developed.

Prepared by:

LIAN B. NUÑEZ

ME Dean

Conforme:

Ratee





INSTRUCTION AND EVALUATION OFFICE VISAYAS STATE UNIVERSITY

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Website: www.vsu.edu.ph

TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

First Semester SY 2023-2024

Name of faculty: CENTINO, ZYRA MAY H.

Department: Dept. of Economics

College: College of Management and Economics

	Lab/		RATING	% Evaluation		
	Descriptive Title	Lec	Num.	Adjec.	Rating	
Ncon 143	WELFARE ECONOMICS	LEC	5.00	Outstanding	100.0%	
Econ 198	RESEARCH PLANNING AND MANUSCRIPT PREPARATION	LEC	5.00	Outstanding	100.0%	
AGEC299	GRADUATE SEMINAR	LEC	5.00	Outstanding	100.0%	
AgEc 199C	COLLOQUIUM	LEC	4.00	Very Satisfactory	80.0%	
		Average Rating	4.75	Outstanding	95.00%	

Source: Results of Teaching Performance Evaluation by Students filed at ODIE Legend:

1.00 – 1.49 Poor (P) 1.50 – 2.49 Fair (F)

2.50 - 3.49 Satisfactory(S)

3.50 - 4.49 Very Satisfactory(VS)

4.50 - 5.00 Outstanding(O)

Prepared by:

VANESSA W NAZAL

TPES in-Charge Date: April 18, 2024

Attested by:

MA. RACHELKIM L. AURE

Director, Instruction and Evaluation

Date: April 18, 2024

Received by:

CENTINO ZYRA MAY H. Name and Signature of Faculty

Date: 1/27/202 Distribution of copies: ODIE, College, Department, Faculty