

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Engr. Glenda Loraine S. Sobrio

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (100%)		4.86	
b. Students (0%)			
TOTAL for Instruction	100%	4.86	4.86
2. Research			0.00
3. Extension			0.00
4. Administration & Support to Operation			0.00
5. Production			0.00
TOTAL			4.86

*Instructor I - September 1, 2023 to December 31, 2023

EQUIVALENT NUMERICAL RATING: 4.86

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.86

ADJECTIVAL RATING: Outstanding

Prepared by:

GLENDALORAINESOBRIO
Instructor I

Recommending Approval:

JANNET C. BENCURE
Head, DGE & Dean, CET

Approved:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs



"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, GLENDA LORAIN S. SOBRIO, a faculty member of the DEPARTMENT OF GEODETIC ENGINEERING commit to the deliver and agree to be rated on the attainment of the following targets with accomplishments in accordance with the indicated measures for the period **September 1, 2023-December 31, 2023**.

GLENDA LORAIN S. SOBRIO

Instructor

Date: 1/18/24

Approved:

JANNET C. BENCURE

DGE Head & CET Dean

Date: 1/20/24

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							

	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							
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	12	14.67	5	5	5	5.00	GEng 141n (2), GEng 143
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	6	5	5	4	4.67	GEng 141n (2), GEng 144
		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							

		A12. Number of trainings attended related to instruction	Attend mandated trainings		1	5	5	5	5.00	Extension Training-Workshop: Developing VSU Extension Proposal
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	12	5	5	5	5.00	GEng 141n (2), GEng 143n
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	5	24	5	5	4	4.67	GEng 141n (2), GEng 143n
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	2	3	5	5	4	4.67	GEng 141n (2), GEng 143n
	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic adviser to students</i>	10	37	5	5	5	5.00	First year students
		A17. Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	1	2	5	5	4	4.67	Zaldua, Oszsha; Perez, Ivy
		As SRC Member	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	15	30	5	5	5	5.00	Majority of the students under my class and advisory
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	<i>Advises student organizations recognized by USOO</i>							
		A20. Number of Student organizations assisted on student related activities	<i>Assists student organizations in implementing student related activities</i>							
	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	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>							
		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	1	6	5	5	5	5.00	GEng 141n (2) and GEng 143n

		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	4	43	5	5	4	4.67	GEng 141n (2) and GEng 143n
		A 23 : Number of on-line course were reviewed by TRP & edited by MMDC editor	Submits the course were duly reviewed by TRP for editing by MMDC editor							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	2	5	5	5	5.00	GEng 141n and GEng 143n
	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 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 scienfic for a/conferences							

[illegible]

	Research Mentoring	Research Mentor								
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant								
	Evaluator	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 (extrn. 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		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		100% compliant					
		On program accreditations								
		On institutional accreditations								
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		Zero % complaint					

	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 normal						
	Total Over-all Rating							58.33	
	Average Rating							4.86	
	Adjectival Rating							O	

Average Rating (Total Over-all rating divided by 4)			4.86
Additional Points:			
Approved Additional points (with copy of approval)			
FINAL RATING			4.86
ADJECTIVAL RATING			OUTSTANDING

Comments and Recommendations for Development Purposes:

Recommended to finish
MS soon.

Evaluated & Rated by:

JANNET C. BENCURE
Head, DGE
Date: 1/20/24

Recommending Approval

JANNET C. BENCURE
Dean, CET
Date: 1/24/24

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: 1/25/24

1 - Quality

2 - Efficiency

3 - Timeliness

4 - Average

Exhibit I

PERFORMANCE MONITORING FORMName of Employee: **Engr. Glenda Loraine S. Sobrio**

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 professional/basic courses/subjects (GEng 141n, GEng 143)	Assessment and students' grade per course taught	September 2023	December 2023	December 2023	impressive	Outstanding	
2	Assist students through advising and consultation	Improved student performance	September 2023	December 2023	December 2023	impressive	Outstanding	
3	Develop/revise syllabus and instructional materials	OBE Syllabus approved by the Dept. Review Committee and verified by the Dean and IMD Head	September 2023	September 2023	September 2023	impressive	Very Satisfactory	
		On-line course ware developed and submitted	September 2023	December 2023	December 2023	impressive	Outstanding	Has uploaded supplemental materials like lab exercise and videos in VSUEE
4	Assess students and submit grades to measure students' performance	Assessment and Grades submitted to registrar	September 2023	December 2023	December 2023	impressive	Outstanding	Submitted grades online and hard copy

5	Participate in all activities conducted by the department, college and the university	Extension- Training Workshop: Developing VSU Extension Proposal	September - December 2023	September -December 2023	September - December 2023	impressive	Outstanding	Participated in all activities conducted by the department, college and the university
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* Either very impressive, impressive, needs improvement, poor, very poor

** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:


JANNET C. BENCURE
Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Glenda Loraine S. Sobrio

Performance Rating: _____

Aim: Engr. Sobrio as an effective and efficient implementor of the new OBE'dized four (4) year degree program in Bachelor of Science in Geodetic Engineering (BSGE) as provided for in the new CMO 89, s. of 2017 and the department's RDE Agenda in his field of specialization.

Proposed Interventions to Improve Performance:

Date: September 2023

Target Date: December 2023

First Step:

Orientation on the Outcomes-Based Education principles, provisions of the new Policies, Standards, and Guidelines in offering the new BSGE curriculum as provided for in CMO 89, s. 2017 will be given. He should likewise attend training, conferences, and conventions to strengthen his competencies and qualifications.

Next Step:

Re-orientation on Outcomes-Based Education principles, provisions of the Policies, Standards, and Guidelines in offering the BSGE curriculum as provided for in CMO 89, s. 2017. He should likewise adopt the new teaching strategies.

Outcome:

Finalize and submit the Student Learning Guide (Module) and Outcomes-Based (OBE) Teaching and Learning (OBTL) Syllabus in accordance with the minimum requirements provided by the CMO 89, s. 2017 and the university. The faculty will implement OBE in all his subjects. The department's instruction, research, and extension activities are implemented through attending virtual classes, training, seminars, and conferences.

Final Step/Recommendation:

The faculty member is encouraged to conduct extension project/study.

Prepared by:


JANNET C. BENCURE

Head, Dept. of Geodetic Engineering

Conforme:


GLENDALORAINESOBRIO

Name of Ratee Faculty