SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: NICOLE CHELSEA MANGUIAT

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.92 x50%= 2.46	
b. Students (50%)		4.86 x50%= 2.43	
Total for Instruction	95%	4.89	4.645
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research			
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
c. Administration	5%	4.665	0.233
d. Production			
TOTAL	100%		4.878

EQUIVALENT NUMERICAL RATING: 4.878
Add: Additional Points, if any: none
TOTAL NUMERICAL RATING: 4.878

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by: Reviewed by:

NICOLE CHELSEA MANGUIAT   **CHERYL C. BATISTEL**
Name of Faculty   Department Head

Recommending Approval:

GLENN G. PAJARES
Dean/Director
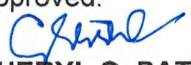
Approved:

ROTACIO S. GRAVOSO
Vice President

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **NICOLE CHELSEA MANGUIAT**, a faculty member of the **DEPARTMENT OF BIOLOGICAL SCIENCES** commit to the deliver and agree to be rated on the the following accomplishment in accordance with the indicated measures for the period **January - June 2024**.

Approved:

NICOLE CHELSEA MANGUIAT
Instructor I
Date: July 5, 2024

CHERYL C. BATISTEL
Head, DBS
Date: July 22, 2024

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target (Jan. - Dec)	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI MFO 3. Higher Education Management Services										
	PI 6: Number of programs	A 1. Number of programs	Prepares documents and /or							
	PI 10: Total FTE, coordinated, implemented and monitored *	A 2. Actual Faculty's FTE	Handles and teaches courses assigned	20	43.80	5	5	5	5.00	handles Mirc 24 Lab, Biol 115 lab, scts 11 lec
	PI 11: Number of new	A 3. Number of new revised curricular	Contributes to the submission							
	PI 13: Percentage of	A 4. Percentage of courses offered with	Teaches subjects with							
	PI 14: Percentage of	A 5. Percentage of courses offered with	Teaches subjects with							
	PI 15: Number of	A 6. Number of Instructional Materials	Prepares and submits IMs for							
	PI 16: Percentage of courses offered with final grades submitted within the allowable period	A 7. Percentage of courses offered with final grades submitted within the allowable period	Submits grade sheets within allowable period	50%	100.00%	5	5	5	5.00	Submit grade for Scts 11 lec
	PI 18: Percentage of	A 8. Percentage of courses rated								

PI 19: Additional Outputs	A 10 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	10	12	5	5	5	5.00	Administers and checks long exam for all subjects handled
	A 11 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	30	30	5	5	5	5.00	Prepares and checks quizzes for all subjects handled
	A 12 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	16	5	5	5	5.00	Checks lab reports and term papers for Micr 24 and Biol 115
	A 14 . Number of Student	Assists student organizations							
UMFO 3 . RESEARCH SERVICES									
UMFO 4. EXTENSION SERVICES									
UMFO 5. SUPPORT TO OPERATIONS									
OVPI MFO 1. Faculty Development Services									
PI 7: Number of trainings,	A 50. Number of training, seminars, and	Attends training, seminars, and							
	International								
	National								
	Regional/Institutional								
OVPI MFO 3. Registration Services									
PI 9: Percentage of students	A 51. Percentage of students enrolled	Validates students within the							
PI 10. Number of students	A 52. Number of students advised	Acts as academic adviser							
OVPI MFO 4. Curricular Program Management Services									
PI 12: Number of IMs	A 53. Number of IMs reviewed by the	Submits IMs for review							
PI 13: Number of course syllabi and TOS reviewed	A 54. Number of course syllabi and TOS reviewed and approved	Submits course syllabi and TOS for approval							
PI 14: Number of OJT MOAs	A 55. Number of OJT MOAs prepared	Coordinates with potential firms							
PI 15: Number of student	A 56. Number of student interns	Acts as student internship							
PI 16: Number of student	A 57. Number of students advised on								
	As SRC Chairman	Advises and corrects research							
	As SRC Member	Advises and corrects research							
PI 17: Number of exchange	A 58. Number of exchange students	Acts as exchange student							
PI 18: Number of students	A 59. Number of students from other	Acts coordinator/facilitator for							
PI 19: Number of external	A 60. Number of external	Facilitates in assisting of the							
PI 20: Number of students	A 61. Number of students from other	Facilitates in assisting students							
PI 21: Additional outputs	A 62. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	5	10	5	5	5	5.00	Entertains students consulting on subject taught
UMFO 6. GENERAL ADMINISTRATIVE AND SUPPORT SERVICES									

Indicator	Activity	Description						Rating	Comments
PI 9: Percentage of submitted DTR within 20 days after the last day of the	**A 73.** Percentage of submitted DTR within 20 days after the last day of the month	Submits DTR within 20 days after the last day of the month		6	5	5	5	5.00	
PI 10: Percentage of complaints, if any, addressed on time	**A 74.** Percentage of complaints, if any, addressed on time	Addresses complaints on time (if any)							
PI 12: Percentage of monthly accomplishment report submitted	**A 76.** Percentage of monthly accomplishment report submitted	Submits monthly accomplishment report							
PI 17: Additional Outputs	**A 80.** Number of meetings attended	Attends meetings (departmental/institutional)	5	6	4	4	5	4.33	Attends department meetings
	A 81. Number of new initiatives introduced resulting to best practice	initiates/introduces improvements in performing							
Total Over-all Rating								39.33	
Average Rating								4.92	
Adjectival Rating						Oustanding			

Comments & Recommendations for Development Purpose:

Pursue MSc degree.

Evaluated & Rated by:

CHERYL C. BATISTEL
Head, DBS
Date: July 22, 2024

Recommending Approval:

GLENN G. PAJARES
Dean, CAS
Date: July 23, 2024

Approved by:

ROTACIO S. GRAVOSO
Vice President for Academic Affairs
Date: July 25, 2024

PERFORMANCE MONITORING & COACHING JOURNAL

		Q
/	1st	U
/	2nd	A R
	3rd	T
	4th	E R

Name of Office: _____ DBS _____

Head of Office: _____ CHERYL C. BATISTEL _____

Number of Personnel: _____ 17 _____

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring					
Coaching		/		Everyone is reminded to submit TOS, grades and DTR on time	

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

Conducted by:

CHERYL C. BATISTEL
Immediate Supervisor

Noted by:

GLENN G. PAJARES
Next Higher Supervisor

TRACKING TOOL FOR MONITORING TARGETS

Major Final Output/Performance Indicator	TASK	ASSIGNED TO	DURATION	TASK STATUS				REMARKS
				1st Q	2nd Q	3rd Q	4th Q	
MFO 1 ADVANCED EDUCATION SERVICES (20%)								
PI 3:	Total FTE monitored			/	/			
MFO 2 HIGHER EDUCATION SERVICES (50%)								
PI 4:	Percentage of students enrolled on schedule	All faculty		/				
PI 5:	Percentage increase in enrolment	All faculty		/	/			
PI 6:	Number of programs accredited	All faculty		/	/			
PI 10:	Total FTE monitored *	All DBS and affiliate faculty		/	/			
PI 11:	Number of new revised curricular proposals submitted	All faculty		/	/			
PI 12:	Number of new revised proposal approved by UCC	All faculty		/				
PI 17:	Percentage of faculty rated at least VS in the Teaching Performance Evaluation by Students (TPES)	All faculty			/			
PI 18:	Percentage of faculty rated at least VS by Supervisor	All faculty			/			
PI 2:	Number of research outputs completed	EKLS		/				
PI 4:	Number of research proposals submitted	RJPD, CCB, EKLS, FOP, HVO, RMM, DNM, EOB		/				
PI 1:	Number of active partnerships with	DMGV, RJPD,		/	/			

	LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities * (MOUs/MOAs)	SAC							
PI 2:	Number of trainees weighted by the length of training *	SAC			/				
PI 3:	Number of extension programs and projects	DMGV, SAC		/	/				
PI 4:	Percentage of beneficiaries who rated the training course/s as satisfactory or higher in terms of quality and relevance*	DMGV, SAC,			/				
PI 5: *Number of expert services rendered:*	*1. Peer reviewers of journal/book*	CCB, RMM		/	/				
	2. Review of research and extension proposal	SAC			/				
	3. resource speaker/person (panelist, discussant, judge in academic and research competition, moderator in conferences, convenor, facilitator)	SAC, RJPD			/				
PI 6:	Number of extension proposals submitted	DMGV			/				
PI 8:	Number of Extension projects implemented	DMGV, AMM		/	/				
PI 10:	Number of extension activities conducted	DMGV, RJPD, SAC		/	/				
PI 11:	Number of trainings, seminars and fora conducted	DMGV, SAC		/	/				

PI 18:	Additional outputs						
	Number of specimens identified	AMM, HVO, EOB		/	/		
OVPI MFO 1. Faculty Development Services							
PI 1:	Number of faculty pursuing advanced research degrees	JGB, JCE, ARRF, BLAR, SAC, EOB		/	/		
PI 7:	Number of faculty sent to trainings, seminars and conferences	AMM, DNM, SAC, HVO, RMM, EKLS, EOB		/	/		
OVPI MFO 3. Registration Services							
PI 9:	Percentage of students enrolled and validated within the registration period	All faculty		/			
PI 10:	Number of students advised during the registration period	All faculty		/			
OVPI MFO 4. Curricular Program Management Services							
PI 11:	Number of curricular reviews conducted	All faculty		/	/		
PI 13:	Number of course syllabi and TOs reviewed and approved	All faculty		/	/		
PI 14:	Number of OJT MOAs prepared	RMM, DMGV			/		
PI 16:	Number of thesis students advised	CCB, SAC, AMM, DMG, EKLS, FOP, DNM, BLAR, RMM, HVO, EOB, RJD, BSB		/	/		
MFO 6. GENERAL ADMINISTRATIVE AND SUPPORT SERVICES (GASS							
PI 1.	Number of departments/instit utes/offices supervised	AMM, CCB		/	/		
PI 2.	Number of management	DBS Faculty &		/	/		

PI	Indicator	Responsible							
	meetings conducted	Staff							
PI 3.	Number of committee meetings conducted	AMM, CCB		/	/				
PI 4.	Number of routinary documents acted	AMM, CCB		/	/				
PI 5.	Number of requests acted	AMM, CCB		/	/				
PI 6.	Number of memoranda prepared	AMM, CCB			/				
PI 9:	Percentage of faculty and staff who submitted a DTR every month	All faculty		/	/				
PI 12:	Monthly accomplishment report submitted on time			/	/				
PI 13:	Number of classrooms and Lab rooms constructed and renovated				/				
PI 14:	Percentage budget utilization (GAA)			/	/				
	Percentage budget utilization (STF)			/	/				

Prepared by:

CHERYL C. BATISTEL
Head, DBS

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Nicole Chelsea Manguiat
Performance Rating: Outstanding

Aim: To develop and submit research proposal for funding

Proposed Interventions to Improve Performance:

Date: January 2024   Target Date: December 2024

First Step:

Pursue graduate studies

Result:

Date: January 2024 Target Date: December 2024

Next Step

Outcome:

Final Step/Recommendation:

Prepared by:

CHERYL C. BATISTEL
Unit Head

Conforme:

NICOLE CHELSEA MANGUAIT
Instructor I

INSTRUCTION AND EVALUATION OFFICE
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte
Phone/Fax: +63 053 565 0600 local 1104
Email: odie@vsu.edu.ph
Website: www.vsu.edu.ph

VISAYAS
STATE UNIVERSITY

TEACHING PERFORMANCE EVALUATION
Summary by Department

Department: Dept. of Biological Science
College: College of Arts andSciences

Semester and Academic Year: First Semester 2023-2024

Faculty name	Number of classes	Numerical Rating	Percentile Rating	Descriptive Rating
ANALYN MENDOZA MAZO	4	4.50	90.00 %	Outstanding
BEATRIZ SATENTES BELONIAS	2	5.00	100.00 %	Outstanding
BERNA LOU ABA REGIS	7	4.43	88.57 %	Very Satisfactory
CHERYL COSTILLAS BATISTEL	4	4.50	90.00 %	Outstanding
CLARISSA MAE LAROA SAS	9	4.89	97.78 %	Outstanding
DARIUS NOEL MINOZA	8	4.88	97.50 %	Outstanding
DONNA GUARTE	8	4.62	92.50 %	Outstanding
EUNICE KENEE LABONITE SERIÑO	5	4.80	96.00 %	Outstanding
FRETZELJANE OLOR POGADO	6	4.50	90.00 %	Outstanding
GIDEON RELENTE YEPES	7	4.86	97.14 %	Outstanding
HONEYLENE VALENZONA ONGY	5	5.00	100.00 %	Outstanding
JUDY MAE GILSANO ASIS	8	4.50	90.00 %	Outstanding
LEONARDO DULOJAN CADAVOS	9	5.00	100.00 %	Outstanding
NICOLE CHELSEA . MANGUIAT	7	4.86	97.14 %	Outstanding
RIS MENOEL ROMEN MODINA	5	4.80	96.00 %	Outstanding
ROSALINA DIALIMAS POLIQUIT	6	4.67	93.33 %	Outstanding
SENONA ARAZO CESAR	8	4.50	90.00 %	Outstanding
TED DOMINIQUE S. BELONIAS	8	4.44	88.75 %	Very Satisfactory
YASSER LIM MECATE	9	4.89	97.78 %	Outstanding
Department Mean		4.72	94.34%	Outstanding

Prepared by:

VANESSA W. NAZAL
TPES in-Charge
Date: April 24, 2024

Attested by:

MA. RACHEL KIM L. AURE
Director, Instruction and Evaluation
Date: April 24, 2024

Received by:

Vision: A globally competitive university for science, technology, and environmental conservation.
Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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1st23-24sdDBS-02

Received by:

ANALYN MENDOZA MAZO
Name and Signature of Department head
Date: _____

MA. THERESA POSAS LORETO
Name and Signature of College Dean
Date: **May 21, 2024**

Distribution of copies: *ODIE, College, Department*

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