

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

Name of Faculty Member: PASTOR P. GARCIA

| Program Involvement<br>(1)           | Percentage<br>Weight of<br>Involvement<br>(2) | Numerical Rating<br>(Rating x%)<br>(3) | Equivalent<br>Numerical<br>Rating<br>(2x3) |
|--------------------------------------|---|--|--|
| 1. Instruction                       |   |  |  |
| a. Head/Dean (100%)                  |   | 4.890 x 100% =<br>4.776                |  |
|                                      |   |  |  |
| Total for Instruction                | 40%   | 4.776                                  | 1.910                                      |
| 2. Research                          |   |  |  |
| a. Dept. Head/Center Director (100%) |   | 4.835 x 100% =<br>4.634                |  |
|                                      |   |  |  |
| Total for Research                   | 60%   | 4.634                                  | 2.780                                      |
| 3. Extension                         |   |  |  |
| a. Dept Head/Center Director (100%)  |   |  |  |
|                                      |   |  |  |
| Total for Extension                  |   |  |  |
| 4. Administration                    |   |  |  |
| 5. Production                        |   |  |  |
| TOTAL                                |   |  | 4.690                                      |

EQUIVALENT NUMERICAL RATING: 4.690

Add: Additional Points, if any:       

TOTAL NUMERICAL RATING: 4.690

ADJECTIVAL RATING: Outstanding

Prepared by:

PASTOR P. GARCIA  
Name of Faculty

Reviewed by:

ROMEL B. ARMECIN  
Department Head

Recommending Approval:

JOSE L. BACUSMO  
Director for Research

Approved:

OTHELLO B. CAPUNO  
VP for Research & Extension

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **PASTOR P. GARCIA**, a faculty member of the **Ecological Farm and Resource Management Institute (Eco-FARMI)** 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 July 2020 to December 2020.

**PASTOR P. GARCIA**

Instructor III

Date:

Approved:

**ROMEL B. ARMECIN**

Director

Date:

| 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 | 1      | 1 (MS Soil Science)            | 4       | 4          | 5          | 4.33    |   |
|  |  | A4. Number of students entertained for consultation purposes          | Entertains students seeking consultation with faculty                       | 5      | 10 (Data request and analysis) | 5       | 5          | 5          | 5.00    |   |

|  |  |   |   |   |   |   |   |   |      |  |
|--|--|---|---|---|---|---|---|---|------|--|
|  | <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 | 1 | 2 (Data collection using Drone and Open Data Kit) | 5 | 5 | 5 | 5.00 |  |
|  |  | 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   |   |   |   |   |   |      |  |
|  | <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   |   |   |   |   |   |      |  |

|  |   |   |  |  |  |  |  |  |  |  |  |
|--|---|---|--|--|--|--|--|--|--|--|--|
|  |   | <u>A11</u> . 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 |  |  |  |  |  |  |  |  |
|  |   | <u>A12</u> . Number of trainings attended related to instruction                    | Attend mandated trainings.   |  |  |  |  |  |  |  |  |
|  |   | <u>A13</u> . Number of long examinations administered and checked                   | Administers and checks long examination for subjects taught  |  |  |  |  |  |  |  |  |
|  |   | <u>A14</u> . Number of quizzes administered and checked                             | Prepares and checks quizzes for lec and lab  |  |  |  |  |  |  |  |  |
|  |   | <u>A15</u> . Number of lab reports and term papers checked and graded               | Checks lab reports and term papers submitted as required   |  |  |  |  |  |  |  |  |
|  | <u>PI 8</u> : Number of students advised: *                       | <u>A16</u> . Number of students advised:  | Acts as academic advisor to students   |  |  |  |  |  |  |  |  |
|  |   | <u>A17</u> . 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   |  |  |  |  |  |  |  |  |
|  |   | <u>A18</u> . Number of students entertained for consultation purposes               | Entertains students consulting on subject taught, thesis and grades  |  |  |  |  |  |  |  |  |
|  | <u>PI 9</u> : Number of student organizations advised/ assisted * | <u>A19</u> . Number of Student organizations advised                                | Advises student organizations recognized by USOO   |  |  |  |  |  |  |  |  |
|  |   | <u>A20</u> . Number of Student organizations assisted on student related activities | Assists student organizations in implementing student  |  |  |  |  |  |  |  |  |

|   |  |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|--|
| <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   |  |  |  |  |  |  |  |  |
|   | 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.  |  |  |  |  |  |  |  |  |
|   | <b>A 23:</b> 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  |  |  |  |  |  |  |  |  |
|   | <b>A 24:</b> Number of virtual classroom created and operational                   | Creates virtual classroom using either Moodle or Google Classroom  |  |  |  |  |  |  |  |  |
| <b>PI 11:</b> Additional outputs                            | <b>A 25:</b> 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                           |  |  |  |  |  |  |  |  |
|   | <b>A 26:</b> Other outputs implementing the new normal due to covid 19             | Designs experiential learning activities and other outputs to implement new normal   |  |  |  |  |  |  |  |  |
| <b>UMFO 3 . RESEARCH SERVICES</b>                           |  |  |  |  |  |  |  |  |  |  |

|  |   |   |   |  |   |   |   |      |  |
|--|---|---|---|--|---|---|---|------|--|
| 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   | 5 | 8 (5 outside funded; 3 local funded)             | 5 | 5 | 5 | 5.0  |  |
| 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   | 2 | 2 (AMIA & SSIP)                                  | 4 | 5 | 5 | 4.67 |  |
| 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-referred or CHED recognized journal within the year | Writes publishable materials out of research outputs and submits for publication  | 1 | 1 (Co author with Prof Tambong)                  | 4 | 4 | 5 | 4.33 |  |
|  | In refereed int'l journals  |   | 1 | 1 (Co-author with Prof Tambong)                  | 4 | 5 | 5 | 4.67 |  |
|  | In refereed nat'l/regional journals   |   | 1 | 0  |   |   |   |      |  |
| 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 fora/conferences  | 1 | 2 (Presented via zoom organized by WRI)          | 4 | 5 | 5 | 4.67 |  |
|  | In int'l fora/conferences   |   | 1 | 2 (Presented via zoom organized by WRI)          | 4 | 5 | 5 | 4.67 |  |
|  | In nat'l/regional fora/conferences  |   |   |  |   |   |   |      |  |
| 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                           | 1 | 1 (Geoinformatics study for San Miguel Peatland) | 4 | 4 | 5 | 4.33 |  |
| 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 |   |  |   |   |   |      |  |

|                                   |  |  |  |  |              |   |   |   |     |  |
|-----------------------------------|--|--|--|--|--------------|---|---|---|-----|--|
|                                   |  | <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                              |  |              |   |   |   |     |  |
|                                   |  | Amount of research money generated from external funding   |  |  | Ph230,600.00 | 5 | 5 | 5 | 5.0 |  |
| <b>UMFO 4. EXTENSION SERVICES</b> |  |  |  |  |              |   |   |   |     |  |
|                                   | <b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities             | <b>A 36.</b> 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 |  |              |   |   |   |     |  |
|                                   | <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  |  |              |   |   |   |     |  |
|                                   | <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                                      |  |              |   |   |   |     |  |

|   |   |  |   |   |   |   |   |   |      |  |
|---|---|--|---|---|---|---|---|---|------|--|
|   | Research Mentoring                              | Research Mentor  |   |   |   |   |   |   |      |  |
|   | Peer reviewers/Panelists                        | Peer reviewers/Panelists   |   |   |   |   |   |   |      |  |
|   | Resource Persons                                | Resource Persons   |   | 1 | 1 (Training-workshop on mapping of peatlands organized by SUP-Indonesia)  | 4 | 5 | 5 | 4.67 |  |
|   | Convenor/Organizer                              | Convenor/Organizer   |   |   |   |   |   |   |      |  |
|   | Consultancy                                     | Consultant   |   | 1 | 2 (a. Hydrology study for Antip River, Catbalogan, Samar and b) Flood management program for Catbalogan City, Samar | 4 | 4 | 5 | 4.33 |  |
|   | 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                        |   |   |   |   |   |      |  |
| <b>UMFO 5. SUPPORT TO OPERATIONS</b>                                |   |  |   |   |   |   |   |   |      |  |
| <b>OYPI MFO 4. Program and Institutional Accreditation Services</b> |   |  |   |   |   |   |   |   |      |  |

|  |   |   |  |  |  |  |  |         |                  |
|--|---|---|--|--|--|--|--|---------|------------------|
| 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 |  |  |  |  |  |         |                  |
|  | 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                                    |  |  |  |  |  |         |                  |
|  | On program accreditations   |   |  |  |  |  |  |         |                  |
|  | On institutional accreditations   |   |  |  |  |  |  |         |                  |
| <b>UMFO 6. General Admin. &amp; Support Services</b>   |   |   |  |  |  |  |  |         |                  |
| PI 2. Zero percent complaint from clients served   | A 46. Customerly friendly frontline services  | Provides customer friendly frontline services to clients  |  |  |  |  |  |         |                  |
| 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  |  |  |  |  |  |         |                  |
| <b>Total Over-all Rating</b>   |   |   |  |  |  |  |  |         |                  |
| <b>Average Rating</b>  |   |   |  |  |  |  |  | #DIV/0! | 60-67/13<br>4.00 |
| <b>Adjectival Rating</b>   |   |   |  |  |  |  |  |         | Outstanding      |

Facilitated & Rated by:

**ROMEL B. ARMECIN**

Director, FARM

Date:

Recommending Approval

**JOSE L. BACUSMO**

Director, Research

Date:

Approved by:

**OTHELLO B. CAPUNO**

Vice President for Research and Extension

Date:

Attend training & webinars related to R&D

**EMPLOYEE DEVELOPMENT PLAN**  
**Rating Period: January - June 2020**

**Name of Employee:** PASTOR P. GARCIA  
**Performance Rating:** \_\_\_\_\_

**Aim:** To enhance the knowledge of staff on research development and research paper writing.

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

**Date:** January 2020 **Target Date:** 1st Quarter

**First Step:**  
Allow the staff to attend/participate on journal article writing and other tools in disseminating research results.

**Result:**  
Able to publish articles in refereed journals.

**Date:** April 2020 **Target Date:** 2nd Quarter

**Next Step:**  
Allow the staff to attend/participate in training-workshop related to journal article writing for retooling.

**Outcome:**  
Participation in scientific article writing for publication of research results.

**Final Step/Recommendation:**  
\_\_\_\_\_  
\_\_\_\_\_

Prepared by:

ROMEL B. ARMECIN

Unit Head

Conforme:

PASTOR P. GARCIA

Ratee

**EMPLOYEE DEVELOPMENT PLAN**  
**Rating Period: July - December 2020**

**Name of Employee:** PASTOR P. GARCIA  
**Performance Rating:** \_\_\_\_\_

**Aim:** To enhance the knowledge of staff on application of solar energy technologies and other non-conventional energy for climate smart agriculture

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

**Date:** July 2020 **Target Date:** 3rd Quarter

**First Step:**  
Allow the staff to attend/participate in on-line trainings related to solar energy and other non-conventional energy

**Result:**  
Able to develop R&D proposal related to non-conventional energy applications for climate smart agriculture

**Date:** October 2020 **Target Date:** 4th Quarter

**Next Step:**  
Allow the staff to attend/participate in on-line training-workshops related to climate smart agriculture

**Outcome:**  
Able to discuss application of non-conventional energy in relation to climate smart agriculture

**Final Step/Recommendation:**

Prepared by:

ROMEL B. ARMECIN  
Unit Head

Conforme:

PASTOR P. GARCIA  
Ratee