

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Rating Period: JULY-DECEMBER 2023

Name of Faculty Member:

JOHN MARTIN A. DIAO

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2x3)
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head (50%)		4.88 x 50% = 2.440	
b. Students (50%)		4.29 x 50% = 2.145	
TOTAL for Instruction	80%	4.59	3.668
2. Research			
a. Client/Director for Research			
b. Dept. Head/Center Director	5%	5.00 x 0.05 = 0.250	
TOTAL for Research			0.250
3. Extension			
a. Client/Director for Extension			
b. Dept. Head/Center Director	10%	5.00 x 0.10 = 0.500	
TOTAL for Extension			0.500
4. Production			
5. Administration/Other Services	5%	5.00 x 0.05 = 0.250	0.250
TOTAL	100%		4.668

EQUIVALENT NUMERICAL RATING: 4.668

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.668**

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

JOHN MARTIN A. DIAO

Name of Faculty

Reviewed by:

AL FRANJON M. VILLAROYA

Department Head

Recommending Approval:

MA. THERESA P. LORETO

Dean, CAS

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, JOHN MARTIN A. DIAO, a faculty member of the DEPARTMENT OF PHILOSOPHY AND SOCIAL SCIENCES 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 - DECEMBER 2023.

JOHN MARTIN A. DIAO
Instructor I
Date: January 3, 2024

Approved:

AL FRANJON M. VILLAROYA
Department Head
Date: January 8, 2024

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	N/A						
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	N/A						
		A3 . Number of students advised on thesis/special problem/dissertation		N/A						
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	N/A						
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	N/A						
		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	N/A						

	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	N/A						
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	N/A						
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	N/A						
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	N/A						
		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	N/A						
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	N/A						
	PI 10. Additional outputs:	<u>A 8. Other outputs implementing the new normal due to covid 19</u>	Designs experiential learning activities and other outputs to implement new normal	N/A						
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	18 units per semester	33.3	5	5	5	5.00	19 Units for 1st Semester
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	12	12	5	5	5	5.00	6 Phlo 11: Ethics Gradehseets; 4 ScSc 11; 2 IPHIL002
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	24	12	5	5	4	4.67	3 Phlo 11: Ethics Gradehseets; 2 ScSc 11; 1 IPHIL002
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	100	1,962	5	5	5	5.00	218 students multiplied by 9 assessments/quizzes given for the semester
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	50	218	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	NONE	1	5	5	5	5.00	CAS-SSC
		A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	NONE	2	5	5	5	5.00	CAS-SSC and CET-SSC for the team Valiant Gladiators
	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	2	1	4.5	4.5	4.5	4.50	Phlo 11: Ethics
		Supplemental learning resources	Prepares PowerPoint presentation, video clips, movie clips, reading assignments depending on course taught	2	11	5	5	5	5.00	8 PowerPoints prepared, 2 Reading assignments; 1
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	11	5	5	5	5.00	9 assessments/quizzes; 2 major exams
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	12	3	4.5	4.5	4.5	4.50	Phlo 11; ScSc 11; IPHIL 002
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
					AVERAGE				4.88	
UMFO 3 . RESEARCH SERVICES										
	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>		1	Attitudes towards Divorce and Divorce Bill among Married Individuals in the Rural Areas of the Fifth District of Leyte Province, Philippines: Variations based on Religion, Social Ethics Society Journal of Applied Philosophy/Educational Attainment, and Age Cohort/Religiosity, Volume 9, 2023, pp. 21-56, ISSN: 2546-1885;	5	5	5	5.00	
		<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 fora/conferences							
		<i>In int'l fora/conferences</i>		1	1	5	5	5	5.00	45th PHAVISMINDA International Conference
					AVERAGE				5.00	
UMFO 4. EXTENSION SERVICES										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result	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	1	1	5	5	5	5.00	DepEd Baybay City Division
	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	1	1	5	5	5	5.00	Capacity Building for the Teaching of the Introduction to the Philosophy of the Human Person
	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	1	1	5	5	5	5.00	Capacity Building for the Teaching of the Introduction to the Philosophy of the
					AVERAGE				5.00	
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	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	zero non-coformity	5	5	5	5.00	
		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	N/A					
		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							
	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	None						
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal	None						
		A.49 Number of meetings attended and minutes prepared	Serves as Department Secretary	6	Secretary of the DPSS; member of DPSS Committees: Socio Cultural, Security, Extension, Library Holdings, Information, IT Support, Crisis Management, Finance. Chair of Secretariat Committee; and Co-Chair of DPSS Safety and Security Committee	5	5	5	5.00	Made eight Minutes of the meetings; attended nine faculty/department committee meetings
Total Over-all Rating										

Average Rating									
Adjectival Rating									

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

Comments & Recommendations for Development Purpose:
 Mr. Diao is an effective Department Secretary. He actively spearheads one of the longest-running extension projects in DPSS. The completion of his Master's Degree would significantly enhance his capabilities in both instruction and research.

Evaluated & Rated by:

AL FRANJON M. VILLAROYA

Department Head

Date:

Recommending Approval

MA. THERESA P. LORETO

Dean, College of Arts and Sciences

Date: JAN 19 2024

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: JAN 24/24

Exhibit I

PERFORMANCE MONITORING FORM

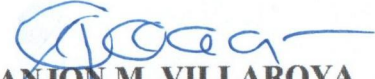
Name of Employee: **JOHN MARTIN A. DIAO**

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 three courses (Ethics; Understanding the Self, and Introduction to the Philosophy of the Human Person)	Attendance sheets, midterm and final grade sheets, students' performance evaluation result	July 2023	December 2023	December 2023	Impressive	Outstanding	
2	Assist students' concerns through scheduled consultation	Outstanding students' performance evaluation result	July 2023	December 2023	December 2023	Impressive	Outstanding	
3	Prepare materials and activities for the handled courses	PowerPoint presentations, educational films, assessment activities	July 2023	December 2023	December 2023	Impressive	Outstanding	
4	Submit midterm grades and final grades	Submitted grades to the University Registrar	July 2023	December 2023	December 2023	Impressive	Outstanding	
5	Publish written essays	Published manuscript and publication incentive form to the department secretary	July 2023	December 2023	December 2023	Impressive	Outstanding	
6	Participate in all activities conducted by the department, college, and the university	Attendance sheet; certificates	July 2023	December 2023	December 2023	Impressive	Outstanding	
7	Perform other functions assigned by the department head	Certificate of the trainings and workshops	July 2023	December 2023	December 2023	Impressive	Outstanding	

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

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

Prepared by:


AL FRANJON M. VILLAROYA
 Department Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: JOHN MARTIN A. DIAO

Performance Rating:

AIM: To successfully defend his Thesis and obtain the degree MA in Philosophy. Specifically, be able to have his Thesis.

To aim to publish an article.

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

Date: January 2024

Target Date: December 2024

Step/s:

- a) Advised Mr. John Martin Diao to have his oral defense early days of January.
- b) Advised Mr. John Martin Diao to publish his thesis in a scopus journal.
- c) Advised Mr. John Martin Diao to have a research/research extension for publication.

RESULT:

Prepared by:


AL FRANJON M. VILLAROYA

Department Head

Conformee:


JOHN MARTIN A. DIAO

Name of Ratee/Faculty/Staff