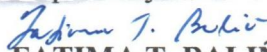# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
(January – June 2021)

Name of Faculty Member: FATIMA T. BALIÑA

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		5.0x50%= 2.5	
b. Students (50%)		4.18x50% = 2.09	
Total for Instruction	90%	4.59	4.131
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	10%	4.56	0.456
4. Administration			
5. Production			
TOTAL			4.587

EQUIVALENT NUMERICAL RATING: 4.59
Add: Additional Points, if any: 0.0
TOTAL NUMERICAL RATING: 4.59

ADJECTIVAL RATING: **Outstanding**

Prepared by:

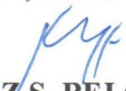**FATIMA T. BALIÑA**
Name of Faculty

Reviewed by:

KAREN LUZ Y. TEVES
Department Head

Recommending Approval:

VICTOR B. ASIO
Dean, CAFS

Approved:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, FATIMA T. BALIÑA, a faculty member of the DEPARTMENT OF AGRICULTURAL EDUCATION AND EXTENSION accomplished the following for the period January - June 2021

FATIMA T. BALIÑA Assoc. Prof. II Date: July 14, 2021	Approved: **KAREN LUZ Y. TEVES** Department Head Date: July 16, 2021	**VICTOR B. ASIO** College Dean Date: 07 Aug 2021

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	Eficiency	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	4	9.75	5	5	5	5.00	AgEx 218 (7x3)/12 = 1.75 AgEx 217 (6x3)/12 = 1.50 AgEx 234 (7x3)/12 = 1.75 AgEx 217 (3x3)/12 = 0.75 AgEx 234 (2x3)/12 = 0.50 AgEx 218 (14x3)/12 = 3.50
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	3	5	4	4	4	4.00	Cristy Bitos, Clarisse Liwanag, Mark Gabriel Aguilar
		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	2	4	4	4	4.00	Lailanie Abalde, Rhelivyn Rosendal
		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	5	8	5	5	4	4.67	

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		3	4	5	4	4.33	AgEx 217, AgEx 218, AgEx 234
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof		3	4	5	4	4.33	AgEx 217, AgEx 218, AgEx 234
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught		6	4	4	5	4.33	AgEx 217, AgEx 218, AgEx 234
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.		15	5	5	4	4.67	AgEx 217, AgEx 218, AgEx 234
	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		3	5	5	5	5.00	AgEx 217, AgEx 218, AgEx 234
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	15	4.66	4	4	4	4.00	AgSc 113 (7x3)/9 = 2.33 AgSc 113 (6x3)/9 = 2.33
	A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	6	8	4	4	4	4.00	DeEd 123, AgEx 131, AgSc 113 - 6
	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	3	3	5	5	4	4.67	Beatriz A. Mejia, Geah A. Empon, Jaypherson V. Nillasca
	A12 . Number of trainings attended related to instruction	Attend mandated trainings	1	2	5	4	4	4.33	Echo Seminar on the TIEC CHED Flexible Learning Foundation VC, Turnitin Instructor's Workflow Training

		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	5	5	4	4	4.33	
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	12	2	4	4	4	4.00	
		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	50	52	5	5	4	4.67	
	PI 8: Number of students advised: *	A16. Number of students advised:	*Acts as academic adviserto students*	5	3	4	4	4	4.00	Analyn Malatag, Christian Dave Colarina, Angie Luz Baraoil
		A17 . Number of students advised on thesis/ field practice/special problem:								
		As Field Practice Supervisor/Adviser	Advises, and corrects research outline and thesis/SP manuscript							
		As Field Practice/Thesis Member	Advises and corrects research outline and thesis/SP manuscript		17	4	4	4	4.00	AgEx 200n - Canupin, Ciabo, Palermo, Pigte, Claveria, Del Mayor, Mondala, Celeste, Colminas, Omos, Pole, Rebojo, Bucog, Sanchez, Talaña, Sacmar, Tequillo
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	50	110	5	5	5	5.00	including student of AgSc 113 from 1st sem sy 20-21 (Jan-March 2021)
	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*							
	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	3	1	5	5	4	4.67	AgSc 113 (Lab&Lec)
		On-line ready courseware	*Prepares Instructional module/laboratory guide/workbook or a combination thereof*	3	1	4	5	4	4.33	AgSc 113 (Lab&Lec)

		Supplemental learning resources	*Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught*	8	8	5	5	4	4.67	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	10	5	5	4	4.67	
		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	3	2	5	4	4	4.33	AgSc 113, AgEx 132n
	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	1	1	5	5	5	5.00	RQAT Evaluation : MAgDev major in Agricultural Education
		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	1	1	4	4	4	4.00	
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 oroject 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							
		In refereed int'l journals								

		In refereed nat'l/regional journal								
	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							
		In int'l fora/conferences								
		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							
	PI 6. Additional outputs*	**A 32.** No. of research-related awards (research conducted by faculty or								
		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							
		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	Designs research related activities and other outputs to implement new normal							
UMFO 4. EXTENSION SERVICES										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	**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	2	2	5	4	4	4.33	LGU Baybay & PhilFIDA
	PI 2. Number of trainees weighted by the length of training	**A 37.** Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	20	—					No more involvement in GTH project since march 2021
	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	Implementes duly approved extension projects	1	1	5	5	4	4.67	Green-the-Home Project component leader only from January to February 2021

PI	A	Description								Remarks
PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	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	A 40. 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		1	—						To be accomplished
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		1	5	5	4	4.67		Evaluation of the Extension Service Delivery System Of The Abaca Industry in Eastern Visayas In Support to the Implementation of Investments For The Agriculture and Fisheries Modernization Plan (Afmp) At The Local and National Levels
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								

UMFO 5. SUPPORT TO OPERATIONS

OVPI MFO 4. Program and Institutional Accreditation Services

PI	A	Description								Remarks
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											
	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 performfing 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								

			Comments & Recommendation for Development Purposes:
Total Over-all Rating		128.67	Thank you for being a dedicated faculty member of this department!
Average Rating		4.44	
Adjectival Rating		**VERY SATISFACTORY**	

Evaluated & Rated by:

KAREN LUZ Y. TEVES
Department Head
Date: July 16, 2021

Recommending Approval

VICTOR B. ASIO
Dean, CAFS
Date: 03 Aug 2021

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: 8/4/2021

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Fatima T. Baliňa
Performance Rating: Outstanding

Aim: Send Prof. Baliňa to an international training/conference either as a trainee or paper presenter

Proposed Interventions to Improve Performance: Attend relevant international training

Date: January 2021   Target Date: Within August-December 2021

First Step: Approved by the department's personnel committee, particularly on participatory monitoring & evaluation of extension programs/projects

Result: Prof. Baliňa to look for relevant training or conference

Date: June 2021   Target Date: Within June - Dec 2021

Next Step: Prof. Baliňa to apply for participation to an international training/conference

Outcome: Attended international training/presented paper in an international conference in 2021.

Final Step/Recommendation:

 The department strongly recommends her for an international training/conference

Prepared by:

KAREN LUZ Y. TEVES
DAEEx Head

Conforme:

FATIMA T. BALIŇA
Name of Ratee Faculty/Staff