SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **RENEZITA S. COME**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating Rating x % (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	4.72	2.36	
b. Students (50%)	4.75	2.38	
Total for Instruction	40%	4.74	1.9
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	36%	4.6	1.66
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	23%	4.67	1.07
4. Administration	1%	0	0
5. Production			
TOTAL			4.63

EQUIVALENT NUMERICAL RATING:
Add: Additional Points, if any: **4.63**
TOTAL NUMERICAL RATING:

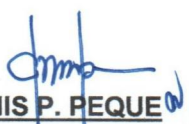ADJECTIVAL RATING: **Outstanding**

Prepared by: Reviewed by:

RENEZITA S. COME   **ANATOLIO N. POLINAR**
Name of Faculty   Department Head

Recommending Approval:

DENNIS P. PEQUE
Dean

Approved:

BEATRIZ S. BELONIAS
Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, <u>RENEZITA S. COME</u>, a faculty member of the <u>DEPARTMENT OF FOREST SCIENCE</u> 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 <u>JULY TO DECEMBER 2023</u>.

Approved:

RENEZITA S. COME
Professor II
Date:

ANATOLIO N. POLINAR
Department Head
Date:

DENNIS P. PEQUE
College Dean
Date:

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	Tasks Assigned	Target	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											
	PI 4: Total FTE coordinated, implemented & monitored*	**A1.** Actual Faculty's FTE		Handles subjects/courses assigned	1	(4/1) 400%	5	5	5	5	Fory 283 and Fory 285, Fory 300, TREC 300
	PI 8: Number of graduate students advised *	**A2.** Number of students advised		Acts as academic adviser to graduate students	1	(7/1) 700%	5	5	4	4.67	Tiusen,Katang katang, Martinez, Pana, Caballes, Cinco, Elbina
		A3. Number of students advised on thesis/special problem/dissertation			1	(4/1) 700%	4	5	5	4.67	Tiusen,Katang katang, Martinez, Elbina
		As GAC Chairman		Advises and corrects research outline and thesis/SP/dissertation manuscript	1	(4/1) 700%	5	5	5	5	Tiusen,Katang katang, Martinez, Elbina
		AS GAC Member		Advises and corrects research outline and thesis/SP/dissertation manuscript	1	(1/1) 100%	5	5	4	4.67	Cadiz (As external reviewer)

		A4. Number of students entertained for consultation purposes		Entertains students seeking consultation with faculty	2	(7/1) 700%	5	5	5	5	Tiusen,Katang katang, Martinez, Pana, Caballes, Cinco, Elbina
	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	1	(2/1) 200%	5	4	4	4.33	Fory 283, Fory 236,
		On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	(2/1) 200%	5	5	5	5	Fory 283, Fory 236,
		Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	(2/1) 200%	4	5	5	4.67	Fory 283, Fory 236,
		Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets,	1	(2/1) 200%	4	5	5	4.67	Fory 283, Fory 236
		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	1	0					
		A 7 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom	1	(2/1) 200%	5	5	5	5	Fory 283, Fory 236,
	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	0	0					
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	10	(13/10) 130%	5	5	5	5	FSci 125 Lecture and FSci 125 Laboratory, Fory 200
		A10. Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline	2	(2/1) 200%	5	4	4	4.33	FSci 125 and Fory 200

PI	Activity	Unit	Task	Target	Accomplishment					Remarks
	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	1	0					No students with INC
	A12. Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings	3	(3/3) 100%	5	5	5	5	Faculty On-boarding (1st Semester), Impact Evaluation, Seminar-Workshop on Academic Practice
	A13. Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught	2	(4/2) 200%	5	5	5	5	First long, Mid-term, Third long and Final Exam in FSci 125
	A14. Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	2	(4/2) 200%	5	5	5	5	FSci 125 Lecture
	A15. Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required	2	(4/2) 200%	4	5	4	4.33	FSci 125 Laboratory
PI 8: Number of students advised: *	A16. Number of students advised:		Acts as academic adviser to students	1	(19/1) 1900%	4	5	5	4.67	Academic Advisees: BSF1-11, BSF2-15,BSF3-4, BSF4-1
	A17. Number of students advised on thesis/ field practice/special problem:									
	As SRC Chairman	Advising	Advises, and corrects research outline and thesis/SP manuscript	1	(6/1) 600%	5	5	5	5	Bahinting, Francia, Cabusas, Maglacion,Razaga, Malinao
	As SRC Member	Advising	Advises and corrects research outline and thesis/SP manuscript	1	(6/1) 600%	4	4	4	4	Tabios, Item, Moreno, Lamoste, Lomocso, Escobido
	A18. Number of students entertained for consultation purposes		Entertains students consulting on subject taught, thesis and grades	1	(19/1) 1900%	5	5	5	5	Academic Advisees: BSF1-11, BSF2-15,BSF3-4, BSF4-1

PI 9: Number of student organizations advised/ assisted *	**A19**. Number of Student organizations advised		Advises student organizations recognized by USOO	1	(2/1) 200%	4	5	5	4.67	CFES-SSC and FSS
	A20. Number of Student organizations assisted on student related activities		Assists student organizations in implementing student related activities	1	(2/1) 200%	4	5	5	4.67	CFES-SSC and FSS
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	1	(2/1) 200%	4	4	5	4.33	FSci 125 Lecture and Laboratory
	On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	(4/1) 400%	4	5	5	4.67	FSci 125 Lecture and Laboratory
	Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	(4/1) 400%	5	5	5	5	FSci 125 Lecture and Laboratory
	Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	(4/1) 400%	5	5	5	5	FSci 125 Lecture and Laboratory
	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	0	0					
	A 24 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom	1	(2/1) 200%	5	5	5	5	FSci 125 Lecture and Laboratory
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	(1/1) 100%	5	5	4	4.67	Documents for ISO Internal Audit
	Agency/firm/Industry linkages		Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	1	(2/1) 200%	5	5	5	5	MENRO Silago and CENRO Maasin Southern Leyte

		A 26. Other outputs implementing the new normal due to covid 19		Designs experiential learning activities and other outputs to implement new normal	0	0					/
		Online Teaching Trainings/Seminars									
				Attends online trainings and seminars on online teaching	1	(2/1) 200%	4	4	5	4.33	Foresters' CPD Webinar Series on Current Trends in Forest Research Methods via Google Meet (Module 1 and 2)
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	0	0					
PI 2. Number of research outputs completed within the	A 28. Number of research outputs completed within the year *		Conducts and completes research project within the year	0	0					
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	1	(1/1) 100%	4	4	4	4	Geodata of the Laforet Project in Ecuador, Philippines and Zambia
	In refereed int'l journals			1	(1/1) 100%	4	4	4	4	Geodata of the Laforet Project in Ecuador, Philippines and Zambia
	In refereed nat'l/regional journals			0						
PI 4. Number of research outputs presented in regional/national/ int'l	**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			0	(0/1) 100%	5	5	5	5	Paper Presentor, 5th University Consortium Faculty Forum "Sustainable Agriculture Under Changing Climate"

					In nat'l/regional fora/conferences				0	0						
	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	0	(0/1) 100%	5	5	5		5	Citizen:SDSS Project
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)			0	0						
		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	1	(3/1) 300%	5	5	5		5	NRCP Journal and UPLB Ecosystems and Development Journal and ATR
		A 34. Number of UMs submitted to ITSO, VSU	UM preparation	Prepares and submits application for UM of technology generated out of research output	0	0						
		A 35.Other outputs implementing the new normal due to covid 19		Designs research related activities and other outputs to implement new normal	0	0						
		Review/Evaluate Research Proposal		Reviews/evaluate research proposal for funding	0	0						
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	0	(0/3) 300%	5	5	4		4.67	MENRO Silago, CENRO Maasin, PENRMO,Southern Leyte
	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	0							
	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	0							

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	0						
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	0						
Research Mentoring	Research Mentor			0						
Peer reviewers/Panelists	Peer reviewers/Panelists			0	(0/1) 100%	5	4	4	4.93	External Reviewer of PhD Dissertation in UPLB
Resource Persons	Resource Persons			0	(0/3) 300%	5	5	5	5	EDC, PENRMO, CFES-SSC
Convenor/Organizer	Convenor/Organizer			0	(0/1) 100%	5	4	5	4.67	CFES Symposium (Dr. Melvin Lippe)
Consultancy	Consultant			0						
Evaluator	Evaluator			0						
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	0						
PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *			0						
	A 43. Other outputs implementing the new normal due to covid 19		Designs extension related activities and other outputs to implement new normal	0						
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 theQMS 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		5	5	5	5
	A 45. Compliance to all requirements of the program and institutional accreditations:	Minutes Preparation	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant		5	5	5	5
	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		5	5	5	5
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	0					
	A 48.Other outputs implementing the new normal due to covid 19		Designs administration/managem ent related activities and other outputs to implement new normal	0					
Total Over-all Rating	204. 02								
Average Rating	4.72								
Adjectival Rating	Outstanding								

Comments & Recommendation for Development Purpose
Encourage her to engage into research and extension work. Publish research article in Scopus or indexed Journal.

Evaluated & Rated by:

ANATOLIO N. POLINAR
Department Head
Date: 1/12/24

Recommending Approval

DENNIS P. PEQUE
Dean, _____
Date: 1/15/24

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: 01/29/24

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **RENEZITA S. COME**

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	Teaches assigned subjects and performs other teaching related functions such as; prepares and revises teaching materials, prepares and gives examinations, checks test papers and returns to students one week after, submits grades sheets within prescribed period, makes himself available for students consultations during consultation hours, revises course syllabus, and	Very Impressive	July 1, 2023	December 31, 2023	December 31, 2023	Very Impressive	Outstanding	Submitted grades on time. Returned corrected manuscripts on time. Entertains the concerns of advisees during enrollment.

	approves manuscripts.							
2	Makes research proposals, prepares report outputs and submit for publications, and attends seminar/workshops, serves training and workshops.	Very Impressive	July 1, 2023	December 31, 2023	December 31, 2023	Very Impressive	Outstanding	Encouraged to submit more publications
3	Attends meetings and makes letters.	Very Impressive	July 1, 2023	December 31, 2023	December 31, 2023	Very Impressive	Outstanding	Attentively attend meetings
4	Performs other functions such as; member of VSU Academic Council and etc.	Very Impressive	July 1, 2023	December 31, 2023	December 31, 2023	Very Impressive	Outstanding	Able to multitask to maintain productivity

*Either very impressive, impressive, needs improvement, poor, very poor
**Outstanding, very satisfactory, unsatisfactory, poor

Prepared by:

ANATOLIO N. POLINAR
Unit Head

EXHIBIT L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee   : Dr. Renezita S. Come
Performance Rating   **: 4.63 (Outstanding) July-December 2023**

Aim: To improve research and extension performance of the faculty

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

Date: July 2023   Target Date: September 2023

First Step:

Require Dr. Come to conduct research related to silviculture, tree physiology, agroforestry and carbon assessment and sequestration.

Result:
Dr. Come actively wrote project proposals related to agroforestry and other related topics.

Date: October 2023   Target Date: December 2023

Next Step:

Collect sufficient data for the development of a scientific articles.

Outcome:

Dr. Come is now drafting article for possible publication in scientific journals.

Final Step/Recommendation:

Dr. Come may write more research proposal especially on the topic "tree physiology" being her major field of specialization.

Prepared by:

ANATOLIO N. POLINAR
Unit Head

Conforme:

RENEZITA S. COME
Ratee