

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS


Name of Faculty Member: Hanzel N. Mejia

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2x3)
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.47	
b. Students (50%)		2.17	
TOTAL for Instruction	85%	4.64	3.94
2. Research			
3. Extension			
4. Administration	15%	5.00	0.75
5. Production			
TOTAL			4.69

EQUIVALENT NUMERICAL RATING: 4.69  
Add: Additional Points, if any: 0  
TOTAL NUMERICAL RATING: 4.69

ADJECTIVAL RATING: Outstanding

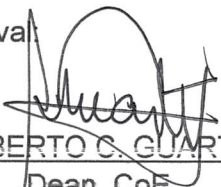
Prepared by:

  
HANZEL N. MEJIA  
Name of Faculty


Reviewed by:

  
EPIFANIA G. LORETO  
Department Head

Recommending Approval

  
ROBERTO C. GUARTE  
Dean, CoE

Approved by:

  
BEATRIZ S. BELONIAS  
VP for Instruction





**VISAYAS**  
STATE UNIVERSITY



**DEPARTMENT OF CIVIL ENGINEERING**

Visayas State University  
Visca, Baybay City, Leyte, PHILIPPINES  
Website: [www.vsu.edu.ph](http://www.vsu.edu.ph)

**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)**

I, HANZEL N. MEJIA, a faculty member of the DEPARTMENT OF CIVIL ENGINEERING commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July to December 2018.

**HANZEL N. MEJIA**

Ratee

**EPIFANIA G. LORETO**

Head

MFO & PAPs	Success/ Performance Indicator (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
UMFO2.	Higher Education Services								
MFO1.	Curriculum Program Management Services								
	PI 1. Total Undergraduate FTE monitored	Teach BSCE subjects	20	27	5	5	5	5.00	Teacher's Leave
	PI 8. Number of students advised	Advising and monitoring	45	49	5	5	5	5.00	
	PI 9. Number of Student organizations Advised/Assisted	PICE - Supervising and monitoring	1	1	5	5	5	5.00	
	PI10. Number of instructional materials developed								
	New Course Outline	Prepares new course outline	1	3	5	5	4	4.67	CEng 111,CEng132, CEng 146
	New Syllabi	Prepares new syllabi							
	Revised Syllabi	Revision of OBE course syllabus for CEng 132 and CEng 146	2	2	5	5	4	4.67	
	New Lecture Manual	Prepares new lecture manual							



	New Powerpoint lecture presentation (per course)	Prepares powerpoint presentation for CEng courses	1	3	5	5	5	5.00	CEng 111,CEng132, CEng 146
MFO2.	Student Management Services								
	PI 6. Additional outputs								
	Number of Students advised on thesis/field practice/special problem	Advising and monitoring	8	8	5	5	5	5.00	
	Number of hours devoted for assisting student related activities	PICE Week - Advising and monitoring	2	4	5	5	5	5.00	
	Number of related students activities attended	PICE Week activities	1	2	5	5	5	5.00	
	Number of hours spent as chairman for Student Discipline and Grievance Committee	Conducts meetings and preliminary investigation	1	3	5	5	5	5.00	
	Number of hours spent per week as coach for VSU Baseball varsity players	Coaching and monitoring	2	4	5	5	5	5.00	
	Number of hours spent for student consultation	Conducts consultation to students regarding subject matters, grades, etc.	45	75	5	5	5	5.00	
	Number of hours spent in checking and computing of grades	1. Checking of exams, quizzes, and lab exercises 2. Computing of midterm and final grades.	45	120	5	5	5	5.00	
					Total points			64.33	
UMFO 3.	Research Services								
	P13. Number of research projects conducted and or completed on schedule								
	P14. Number of research proposals submitted								
					Total points				
UMFO 4.	Extension Services								
	PI 1. Technical/Expert Services/Number of students/staff served								

Case No.	Case Name	Case Type	Case Status	Case Date	Case Time	Case Location	Case Description	Case Action	Case Result	Case Comment
1	Case 1	Case 1 Type	Case 1 Status	Case 1 Date	Case 1 Time	Case 1 Location	Case 1 Description	Case 1 Action	Case 1 Result	Case 1 Comment
2	Case 2	Case 2 Type	Case 2 Status	Case 2 Date	Case 2 Time	Case 2 Location	Case 2 Description	Case 2 Action	Case 2 Result	Case 2 Comment
3	Case 3	Case 3 Type	Case 3 Status	Case 3 Date	Case 3 Time	Case 3 Location	Case 3 Description	Case 3 Action	Case 3 Result	Case 3 Comment
4	Case 4	Case 4 Type	Case 4 Status	Case 4 Date	Case 4 Time	Case 4 Location	Case 4 Description	Case 4 Action	Case 4 Result	Case 4 Comment
5	Case 5	Case 5 Type	Case 5 Status	Case 5 Date	Case 5 Time	Case 5 Location	Case 5 Description	Case 5 Action	Case 5 Result	Case 5 Comment
6	Case 6	Case 6 Type	Case 6 Status	Case 6 Date	Case 6 Time	Case 6 Location	Case 6 Description	Case 6 Action	Case 6 Result	Case 6 Comment
7	Case 7	Case 7 Type	Case 7 Status	Case 7 Date	Case 7 Time	Case 7 Location	Case 7 Description	Case 7 Action	Case 7 Result	Case 7 Comment
8	Case 8	Case 8 Type	Case 8 Status	Case 8 Date	Case 8 Time	Case 8 Location	Case 8 Description	Case 8 Action	Case 8 Result	Case 8 Comment
9	Case 9	Case 9 Type	Case 9 Status	Case 9 Date	Case 9 Time	Case 9 Location	Case 9 Description	Case 9 Action	Case 9 Result	Case 9 Comment
10	Case 10	Case 10 Type	Case 10 Status	Case 10 Date	Case 10 Time	Case 10 Location	Case 10 Description	Case 10 Action	Case 10 Result	Case 10 Comment

	<b>PI 4.</b> Number of extension projects conducted and/or completed on schedule								
	<b>PI 5.</b> Number of extension proposals submitted								
				Total Points					
<b>UMFO 5.</b>	<b>SUPPORT TO OPERATIONS (STO)</b>								
<b>MFO 3.</b>	<b>Faculty Evaluation Services</b>								
	<b>PI 4.</b> Number of in-house seminars/trainings/workshops/reviews conducted/attended	1. Training on Extension Proposal Writing 2. PRIME-HRM Orientation	1	2	5	5	5	5.00	
	Number of Conference attended	1. Presented paper during the 25th Annual Conference of TSSP 2. Presented paper during the 8th Regional Symposium on Infrastructure Development in Civil Engineering (RSID8)	1	2	5	5	5	5.00	Best Presenter and Best Paper
					Total Points			10.00	
<b>UMFO 6.</b>	<b>General Admin. &amp; Support Services (GASS)</b>								
<b>MFO 1.</b>	<b>Administrative and Facilitative Services</b>								
	<b>PI 9.</b> Additional Outputs								
	Number of minutes prepared	Department Secretary	1	3	5	5	5	5.00	
	Number of hours devoted in the preparation for AACCUP accreditation	Preparation of supporting documents for Area VIII & Area X	0	32	5	5	5	5.00	
<b>MFO 2.</b>	<b>Frontline Services</b>								
	<b>PI 1.</b> Efficient and customer-friendly frontline service	Zero percent complaint from clients served	100%	100%	5	5	5	5.00	
	<b>PI 2.</b> Additional Outputs/Best Practices								
					Total Points			15.00	
<b>Total Over-all Rating</b>					89.33				
<b>Average Rating</b>					4.96				
<b>Adjectival Rating</b>					Outstanding				





Average Rating (Total Over-all rating divided by 4)		4.96
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.96
ADJECTIVAL RATING		Outstanding

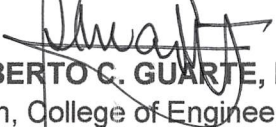
Comments & Recommendations for Development Purpose:  
Engr. Mejia can submit papers for International publication

Evaluated and Rated by:

  
**EPIFANIA G. LORETO**  
Department Head, DCE

Date: \_\_\_\_\_

Recommending Approval:

  
**ROBERTO C. GUARTE, Ph.D.**  
Dean, College of Engineering

Date: \_\_\_\_\_

Approved:

  
**BEATRIZ S. BELONIAS, Ph.D.**  
VP for Instruction

Date: \_\_\_\_\_

- 1 - Quality
- 2 - Efficiency
- 3 - Timeliness
- 4 - Average

1. The first part of the document is a list of the names of the persons who have been appointed to the various positions of the Board of Directors of the Corporation. The names are listed in alphabetical order.

2. The second part of the document is a list of the names of the persons who have been appointed to the various positions of the Board of Directors of the Corporation. The names are listed in alphabetical order.

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