



SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
January to June 2016

Name of Faculty Member: Dr. Roberto C. Guarte

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean/VPI (50%)	4.95	2.48	
b. Students (50%)	5.0	2.50	
TOTAL for Instruction	70%	4.98	3.48
2. Research	10%	5.00	0.50
3. Extension	10%	5.00	0.50
4. Administration	10%	5.00	0.50
5. Production			
TOTAL			4.98

EQUIVALENT NUMERICAL RATING: 4.98


Additional Points:

CoE Annex Bldg Project (P14M)	0.01
Old Library Renovaton Project (15M)	0.01
Chairman of CHED-TCABE	0.01

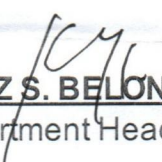
TOTAL NUMERICAL RATING: 5.01

ADJECTIVAL RATING: Outstanding

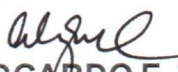
Prepared by:


ROBERTO C. GUARTE
Name of Faculty

Reviewed by:


BEATRIZ S. BELONIAS
Department Head

Approved by:


EDGARDO E. TULIN
President



INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ROBERTO C. GUARTE, Faculty of the Department of Agricultural Engineering and Dean of the College of 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 January to June 2016.

ROBERTO C. GUARTE
 Professor and Dean
 Date: _____

BEATRIZ S. BELONIAS
 Professor III/VP for Instruction
 Date: _____

Rating Equivalents:
 5 - Outstanding
 4 - Very Satisfactory
 3 - Satisfactory
 2 - Fair

MFO No.	MFO Description	Success/Performance Indicator (PI)	Program/Activities/ Projects	Tasks Assigned	Target	Accom- plishmnt (Jan- June 2017)	Rating				Remark
							Quality	Efficiency	Timeliness	Average	
MFO 1	Advanced Education Services	PI 1. Number of graduate degree specializations offered and monitored	Supervising/ Monitoring	Monitor graduate degree specialization offered under the college	4	4	5	5	5	5	Soil and Water, Crop Processing, Renewable Energy, Farm Power & Machinery
		PI 3. Percentage increase in number of graduate students enrolled	Supervising/ Monitoring	Supervising/monitoring number of undergraduate students enrolled	30	100	5	5	5	5	Increase number of enrollees from 3 to 6 graduate students
MFO 2	Higher Education Services	PI 1. Number of FTE coordinated and implemented	Teaching	Teaching	1.00	1.40	5	5	5	5	Handles undergraduate in Eng Specifications, Contract and Ethics (AE 184) and Undergraduate Seminar (AE 199)
		PI 3. Number of degree programs compliant to CMO supervised and implemented	Supervising/ Monitoring	Ensures that the degree program under the College of Engineering is compliant to CHED CMO	5	5	5	5	5	5	BSAE, BSCE, BSCS, BSGE and BSME

MFO No.	MFO Description	Success/Performance Indicator (PI)	Program/Activities/ Projects	Tasks Assigned	Target	Accomplishment (Jan-June 2017)	Rating				Remark
							Quality	Efficiency	Timeliness	Average	
		PI 5. Number of undergraduate students who graduated w/in prescribed period	Monitoring/ Mentoring	Encourage and assists graduating students for them to graduate on time	60	>80	5	5	5	5	
		PI 6. Average percentage passing in licensure in mandated programs	Monitoring	Supervision as Dean	60	85	5	5	5	5	
		PI 7. Number of students awarded with scholarship/fellowship/grants	Scholarship grants	Screens, monitors & evaluates students under the BSAE Financial Assistance Program (FAP)	20	38	5	5	5	5	BSAE-FAP scholars, DOST, Pagkaon, Iskolar ng Bayan, etc.
		PI 8. Number of graduates gainfully employed in jobs related to their undergraduate programs	Supervising/ Monitoring	Monitors who and how many Engineering graduates gainfully employed in jobs related to their undergraduate programs	30	>36	5	5	5	5	14 BSAE graduates; 22 BSCE
		PI 10. Number of academe/Industry linkage established	Coordinating	Establishes linkage with academe / industry	30	57	5	5	5	5	Academe/Industry linkages in local, regional and even national
		PI 11. Number of students advised									
		<i>On thesis/ field practice/special problem</i>	Advising/revising	Advises two (2) students on thesis	2	3	5	5	5	5	Lambrador, R; Guatlo, J; and Layan, JJ
		<i>On consultation</i>	Consultation	Consultation activities with Eng'g students	20	100	5	5	5	5	Most higher years engineering students visit for a short consultation
		PI 12. No. of student organizations Advised/Assisted									
		<i>Student organizations advised</i>	Supervising	Supervise two (2) student organization	2	2	5	5	5	5	PSAE-PSG and COE-SSC
		<i>Student organizations assisted on student related activities</i>	Supervision and Mentoring	Supervise at least six (6) student-related activities	6	6	5	5	5	5	Supervised at least six (6) student-related activities on the 2nd half of 2016
		PI 13. Number of instructional materials developed									
		<i>New syllabi</i>	<i>Preparation and revision of syllabi</i>	Produce OBETL OBE syllabus	2	2	5	5	5	5	Produce new OBETL Syllabi in AE 199 and AE 184
		<i>Revised Powerpoint lect. presentation (per course)</i>	<i>Revise PowerPoint presentations</i>	Revises lecture presentations	4	6	5	5	5	5	Produce three (3) obedized PowerPoint presentation for AE 199 and AE 184

MFO No.	MFO Description	Success/Performance Indicator (PI)	Program/Activities/ Projects	Tasks Assigned	Target	Accom- plishmnt (Jan- June 2017)	Rating				Remark
							Quality	Efficiency	Timeliness	Average	
		PI 14. Intervening Tasks/Additional outputs									
		<i>Number of meeting conducted by the CHED Technical Committee for Agricultural and Biosystems Engineering (TCABE) finalize new BSABE PSG and PSG for AE Graduate Programs</i>	Chairman	Chairs TCABE meetings	3	4	5	5	5	5	Formulate the new OBE-dized Policies, Standards and Guidelines for the Bachelor of Science in Agricultural and Biosystems Engineering and TCABBE meetings
		Number of documents reviewed/edited for AACCUP Accreditation	Review and edit	Review and edit documents for AACCUP Accreditation	5	5	5	5	5	5	Reviewed Areas 1, 5, 6, 8, 10 together with Michelle and Susana
MFO 3	Research Services	PI 4. Number of research proposals submitted	Research study	Prepares and submits at least one (1) project proposal for funding	5	13	5	5	5	5	Prepared and reviewed projects for funding from RERC and Supervised the submission of research proposals from the 5 departments under CoEng
		PI 5. Percent of research proposals approved	Research study	Prepares and submits one (1) project proposal for funding	50%	46%	5	5	4	4.67	Only 6 proposals were approved due to budget constraints
		PI 7. Amount of research money generated from institutional funding (Thousand PHP)	Research project	Prepares and submits project proposal funding (worth P10,000)	0	P500,000	5	5	5	5	Acquired P500,000.00 budget allocation from OVPRE for the Research and Extension activities of RERC
MFO 4	Extension Services	PI 2. Number of IEC materials/technoguides developed/used	Supervision	Supervision of IEC materials/technoguides development	5	15	5	5	5	5	Supervised the development and production of RE brochures solar energy, biogas, hydro, wind, and other RE technologies
		PI 3. Number of beneficiaries served									
		<i>Groups</i>	Supervision and Monitoring	Monitoring of SHS units in Leyte, Southern Leyte, and Biliran	50	541	5	5	5	5	Spearheaded the conduct of monitoring of SHS units in Leyte (360 SHS) and Southern Leyte (181 SHS)
				Assessment of Solar Power Associations (SoPA) in Leyte, Southern Leyte, and Biliran	4	4	5	5	5	5	Spearheaded the conduct of assessment of Solar Power Associations in San Pedro (3 SoPAs); San Pablo (1 SoPA);

MFO No.	MFO Description	Success/Performance Indicator (PI)	Program/Activities/Projects	Tasks Assigned	Target	Accomplishment (Jan-June 2017)	Rating				Remark
							Quality	Efficiency	Timeliness	Average	
		<i>Individuals</i>	Supervision and Monitoring	Supervise/ Monitor Solar Home System beneficiaries	210	541	5	5	5	5	Spearheaded the conduct of household monitoring activities in Leyte (360 HHs) and Southern Leyte (181 HHS)
		PI 4. Number of extension projects conducted and/or completed on schedule	Extension project implementation	Spearhead at least two (2) project and/or completed on schedule	2	3	5	5	5	5	Spearheads the implementation of HEP in Leyte, Southern Leyte, and Biliran; Leads the monitoring of Solar Streetlight Project for Super Typhoon Yolanda-Affected Areas in Leyte; Help Alliance Project for the Kindergarten and Elementary Schools in Albura and Baybay
		PI 5. Number of extension proposals submitted	Extension study	Supervised the preparation of at least one (2) project proposal for funding	2	5	5	5	5	5	One (1) each department under the CoEng
		PI 8. Amount of extension money generated from institutional funding (Thousand PHP)	Extension projects	Prepares and submits extension project proposal funding	0	P500K	5	5	5	5	Acquired P500,000.00 budget allocation from OVPRE for the Research and Extension activities of RERC
MFO 5	Support to Operations	PI 3. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	Supervising/ Monitoring	Ensures that all faculty has at least very satisfactory rating in 50% of the subjects evaluated by students	60%	80%	5	5	5	5	At least 80% of the faculty supervised got a rate of at least VS
MFO 6	General Admin. & Support Services (GASS)	PI 1. Number of departments and/or service units supervised and monitored	Supervising/ Monitoring	Supervising and monitoring	8	8	5	5	5	5	Oversees all activities of the 5 departments under the CoE, CoE Workshop and office of the CoE dean, RERC, VSU-TVET
		PI 4. No. of management meetings conducted	Planning & Implementation	Preside at least one (1) college-wide meeting per semester; at least once every month for CoE ManCom Meeting	6	8	5	5	5	5	Presided one (1) college-wide meeting first half CY 2016; one (1) CoE ManCom Meeting each month Jan-Jun; one (1) emergency meeting
		PI 5. Number of documents attended and served	Checking and action to official documents	Review and Approve documents	1,000	1,500	5	5	5	5	Reviewed and approved at least 1,500 documents from Jan-Jun

MFO No.	MFO Description	Success/Performance Indicator (PI)	Program/Activities/ Projects	Tasks Assigned	Target	Accomplishment (Jan-June 2017)	Rating				Remark
							Quality	Efficiency	Timeliness	Average	
		PI 6. Number of academic lecture/laboratory rooms supervised	Supervision	Supervises the maintenance of lecture/ laboratory/ comfort rooms and facilities	10	13	5	5	5	5	Supervised maintenance of EB101, 102, 103, 107, 201, 202, 203b, 204, 205, 206, CPB01, CPB02, CPB03
		PI 8. Area of lawn supervised (sq.m, approx.)	Supervising	Supervises the maintenance of lawn	5000	5000	5	5	5	5	Supervised the maintenance of CoEng lawn and POTC and Eng'g Workshop Lawn
		PI 9. Number of office and laboratory equipment purchased	Strengthening of office/laboratory facilities	Approved request to purchase laboratory/office equipment	5	8	5	5	5	5	Approved requests to purchase of CoEng office of the dean, DAE and RERC
		PI 10. Efficient and customer-friendly frontline service	Supervising	Supervise frontline to served clients with courtesy; immediate response to client needs and inquiries	100	100	5	5	5	5	Never received complaints from customers
		PI 11. Additional Outputs									
		Best practices/new initiatives:									
		Number of Application for AACUP Accreditation	Supervision and Monitoring	Supervision/Monitoring of respective department applied for AACUP Accreditation	2	2	5	5	5	5	AACUP Accreditation of BSAE and BSCS
		Number of University infrastructure projects implemented and supervised	Supervision and Monitoring	Supervising/ monitoring of on-going building renovation	2	2	5	5	5	5	Generated P25M pesos for the construction of a new COE Annex Building (P15M) and Renovation of the Old Library Building (P15K)
Number of Performance Indicators Filled-up					37	37	185	185	184	185	
Total Over-all Rating							184.667				
Average Rating							4.991				
Adjectival Rating							Outstanding				

Received by:

Calibrated by:

Recommending Approval:

Approved:

REMBERTO A. PATINDOL, Ph.D.

Chairman, PMT

Date: _____

BEATRIZ S. BELONIAS, Ph.D.

Vice Pres. for Instruction

Date: _____

EDGARDO E. TULIN, Ph.D.

President

Date: _____

PRPED

Date: _____