



Exhibit K

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: **Engr. Jundy R. Castil**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	25%	4.36	1.09
b. Students (50%)	25%	3.75	0.94
Total for Instruction	50%		2.03
2. Research			
a. Client/Dir. for Research (50%)	0		0
b. Dept. Head/Center Director (50%)	5%	5.00	0.25
Total for Research	5%		
3. Extension			
a. Client/Dir. for Extension (50%)	0		0
b. Dept Head/Center Director (50%)	5%	3.60	0.18
Total for Extension	5%		
4. Administration	40%	4.76	1.90
5. Production	0		0
TOTAL	100%		4.36

EQUIVALENT NUMERICAL RATING:

4.36

Add: Additional Points, if any:

0.0

TOTAL NUMERICAL RATING:

4.36

ADJECTIVAL RATING:

Very Satisfactory

Prepared by:

Reviewed by:

JUNDY R. CASTIL
Name of Faculty

JUNDY R. CASTIL
Department Head

Recommending Approval:

JANNET C. BENCURE
College Dean

Approved:

BEATRIZ S. BELONIAS
Vice President, Academic Affairs



VISAYAS
STATE UNIVERSITY



**DEPARTMENT OF
MECHANICAL
ENGINEERING**

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"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ENGR. JUNDY R. CASTIL, a faculty member of the DEPARTMENT OF MECHANICAL ENGINEERING 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 1 - DECEMBER 31, 2021.

Approved:

Jannet C. Bencure
JANNET C. BENCURE
College Dean
Date: April 26, 2022

JUNDY R. CASTIL

Instructor I

Date: April 27, 2022

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										
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	<u>PI 1.</u> Percentage of first time licensure exam takers that pass the licensure exams	<u>A1.</u> Percentage of first time takers that passed the licensure exams	Handles and teaches courses assigned	61%						No licensure exam scheduled for the period
	<u>PI 3.</u> Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs	<u>A3.</u> Provide support to RQAT compliance for BSME Program	Follow the CMO for BSME program		1	5	5	4	4.67	CHED Monitoring on COPC Application
	<u>PI 4.</u> Percentage of undergraduate programs with accreditations	<u>A4.</u> Percentage of undergraduate programs with accreditations	AACCUP Level I accreditation Area 4 in-charge		1	5	5	5	5.00	BSME Program - AACCUP Level 1
	<u>PI 2.</u> Percentage of graduates (2 years prior) that are employed	<u>A2.</u> Percentage of graduates (2 years prior) that are employed	Conduct graduate tracer study and analyze data generated		100%	4	4	4	4.00	

	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	<i>Handles and teaches courses assigned</i>	4	13.2	4	4	4	4.00	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline		2	4	4	4	4.00	MEng 148 - Power Plant Engineering and MEng 200 - On the Job Training
		A11. 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							
		A12. Number of trainings attended related to instruction	Attend mandated trainings							
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught		1	5	4	4	4.33	Long Examination 1
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab							
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required		5	5	4	4	4.33	Learning Activities in MEng 148
	PI 8: Number of students advised; *	A16. Number of students advised:	<i>Acts as academic advisor to students</i>	71	71	4	4	4	4.00	4th year BSME students
		A17. Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript							
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades							
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	<i>Advises student organizations recognized by USOO</i>							
		A20. Number of Student organizations assisted on student related activities	<i>Assists student organizations in implementing student related activities</i>							

	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	4	4	4	4.00	VSU Elearning in MEng 148
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>							
		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>		5	5	4	4	4.33	Powerpoint presentations
		<i>Assessment tools</i>	<i>Prepares assessment tools such as long exam, quizzes, problems sets, etc.</i>		10	5	4	4	4.33	Long examinations and Learning activities
		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 Moodle or Google Classroom							
	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	5	5	5	5.00	BSME Program - CHED Monitoring
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU		1	5	5	5	5.00	CoreTech System
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal		1	4	4	4	4.00	MENg 148 - Power Plant Engineering
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 project 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							

		<i>In refereed int'l journals</i>								
		<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 scienfic for a/conferences		1	5	5	5	5.00	Presented paper during the Asian Conference on Resource Management and Good Governance at Northwest Samar State University
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	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 student w/ faculty)			1	5	5	5	5.00	3rd Place in Best Paper Category during the 1st Asian Conference on Resource Management and Good Governance
		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							
	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	10	0	3	3	3	3.00	No activities conducted

PI 1.1. Number of faculty pursuing advanced research degree programs (MS) facilitated, monitored and assisted *	A 44. Number of faculty pursuing advanced research degree programs (MS) facilitated, monitored and assisted *	Facilitates, monitors and assists faculty for and on study leave		3	5	5	5	5.00	Engr. Bantay, Engr. Impas, Engr. Binueza
PI 1.2. Number of faculty who finished advanced degree program on time	A 45. Number of faculty who finished advanced degree program on time	Monitors faculty on study leave to graduate as scheduled							
PI 2. Number of faculty granted with external scholarships	A 46. Number of faculty granted with external scholarships	Recommends and assists faculty to be granted with study leave with pay and external funding through DOST-ERDT or CHED	1	2	5	5	5	5.00	Engr. Impas, Engr. Binueza
PI 3. Number of faculty granted with internal fellowship grants	A 47. Number of faculty granted with internal fellowship grants	Recommends and assists faculty to be granted with study leave with pay and internal funding							
PI 4. Number of faculty granted with sabbatical leave									
PI 5. Number of faculty sent for trainings, seminars, conferences	A 48. Number of faculty sent for trainings, seminars, conferences	Recommends faculty to trainings, seminars and/or conferences	8	1	5	4	4	4.33	Engr. Ebit
OVPI MFO 2. Faculty Recruitment/Hiring Services									
PI 2: Number of faculty recruited/hired based on needed competencies and aligned with ISO									
OVPI MFO 3. Faculty Evaluation Services									
PI 3: Number of seminars/trainings/ conventions/workshops coordinated for entire university *									
PI 4: Number of seminars/trainings/ conventions/workshops coordinated outside of the university *									
PI 5: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated *	A 49 Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated *	Monitors faculty ratings results from TPES							

[illegible]

Average Rating (Total Over-all rating divided by 4)	4.42
Additional Points:	
Approved additional points (with copy of approval)	
FINAL RATING	4.42
ADJECTIVAL RATING	Very Satisfactory

Comments & Recommendations for Development Purpose:
 Good job! Recommended to conduct research & extension activities.

Evaluated & Rated by:

JUNDY R. CASTIL
 Department Head
 Date: April 26, 2022

Recommending Approval

JANNET C. BENCURE
 College Dean, CET
 Date: April 26, 2022

Approved by:

BEATRIZ S. BELONIAS
 Vice President for Academic Affairs
 Date: April 26, 2022



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Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **Engr. Jundy R. Castil**

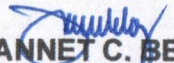
Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1	Handles and teaches courses assigned	4	January 2021	December 2021	June 2021	Impressive	Very satisfactory	
2	Acts as academic adviser to students	71	January 2021	December 2021	June 2021	Impressive	Very satisfactory	Advises 4th year BSME students during enrollment and other academic concerns
3	Conducts trainings among beneficiaries of technologies for transfer	10	January 2021	December 2021	N.A.	Needs improvement	unsatisfactory	No activity conducted
4	Implements duly approved extension projects	1	January 2021	December 2021	N.A.	Needs improvement	unsatisfactory	No activity conducted
5	Provides quality and relevant training courses and advisory services	80%	January 2021	December 2021	N.A.	Needs improvement	unsatisfactory	No activity conducted
6	Prepares extension project proposals, submits and follow up its approval for immediate implementation	50%	January 2021	December 2021	N.A.	Needs improvement	unsatisfactory	No activity conducted
7	Recommends and assists faculty to be granted with study leave with pay and external funding through DOST-ERDT or CHED	1	January 2021	December 2021	December 2021	Impressive	Very satisfactory	Recommended and assisted Engr. Impas
8	Recommends faculty to trainings, seminars and/or conferences	8	January 2021	December 2021	December 2021	Needs improvement	Satisfactory	Recommended one (1) faculty

9	Conduct in-house seminar/ training/ workshop/ review	1	January 2021	December 2021	N.A.	Needs improvement	unsatisfactory	No activity conducted
10	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	January 2021	December 2021	December 2021	Impressive	Very satisfactory	Complied to ISO and QMS requirements
11	Provides customer friendly frontline services to clients	Zero % complaint	January 2021	December 2021	December 2021	Impressive	Very satisfactory	No complaint received

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

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

Prepared by:


JANNET C. BENCURE
 CET Dean



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EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **Engr. Jundy R. Castil**

Performance Rating: Very Satisfactory

Aim: Engr. Castil as an effective and efficient implementor of the new OBEdized four (4)-year degree program in Bachelor of Science in Mechanical Engineering (BSME) as provided for in the new CMO 97, s. of 2017

Proposed Interventions to Improve Performance:

Note: Engr. Jundy R. Castil will be developed into an effective implementor of the new OBEdized four (4)-year BSME Program as he leads the Department of Mechanical Engineering

Date: January 2021

Target Date: June 2021

First Step

- Reorientation on the Outcomes-Based Education principles, orientation of the provisions of the new Policies, Standards, and Guidelines (PSG) in the offering of the new BSME as provided for in CMO 97, s. 2017, and the implementation of the new VSU BSME Curriculum.

Results:

- Mastery on the provisions of CMO 97, s. 2017
- Mastery on the preparation of an OBTL Syllabus Course Content and Plan

Date: July 2021

Target Date: December 2021

Next Step:

- Implementation of the newly approved BSME Curriculum
- Monitor the implementation of the new BSME Curriculum


Outcomes:

- Effective implementation of the offering of the new BSME Program
- Increased enrolment of freshman students of the new Program
- Proper management of human resource, facilities, and equipment in the offering of the new BSME degree program
- Preparation and submission of **Research and Extension** proposals in line with the new OBEdized BSME Program


Final Steps/Recommendations:

- Implement the new BSME Program
- Conduct regular monitoring and coaching of the faculty and staff of the department in the implementation of OBE curriculum
- Conduct regular Continuous Quality Improvement in the offering of the new BSME Program

Prepared by:


JANNET C. BENCURE
Dean, CET

Conforme:


JUNDY R. CASTIL
Head, DME