# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member:

FLORA MIA Y. DUATIN

Position/Designation:

Associate Professor III, NARC

Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x%)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction	25%		
a. Head/Dean (50%)		4.79	0.599
b. Students (50%)		5.00	0.625
TOTAL for Instruction			1.224
2. Research	45%	4.87	2.192
3. Extension	30%	4.95	1.485
TOTAL	100%		4.900

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4.900

Add: Additional Points, if any:

**TOTAL NUMERICAL RATING:** 

4.900

**ADJECTIVAL RATING:** 

OUTSTANDING

Prepared by:

FLORA MIA Y. DUATIN

Name of Staff

Reviewed by:

ROMEL B. ARMECIN

Director, NARC

Recommending Approved:

ROMEL B. ARMECIN

Director, NARC

Approved:

MARIA JULIET C. CENIZA

Vice-President for Research, Extension and Innovation

"Exhibit B"

## INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, <u>FLORA MIA Y. DUATIN</u>, a faculty member of the NATIONAL ABACA RESEARCH CENTER commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period <u>July to December 2022</u>.

FLORA MIA Y. DUATIN

Assoc. Prof. 3 Date: Approved:

ROMEL B. ARMECIN Director, NARC

Date:

MARIA JULIET C. CENIZA

Vice President for RE & I

Date:

								Ra	ating		REMARKS (Indicators
MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	Tasks Assigned	Target	Actual Accomplishm ent	Quality	Eficiency	Timeliness	Average	in percentage should be supported with numerical values in numerators and denominators)
THE RESERVE THE PERSON NAMED IN COLUMN 2 IS NOT THE PERSON NAMED I	ADVANCED EDUCATIO										
OVPI MFO	2. Graduate Student I	Management									
	PI 4: Total FTE coordinated, implemented & monitored*	Actual Faculty's	FTE	Handles subjects/courses assigned	1	1	45	7	1	4.8	
	PI 8: Number of graduate students advised *	A2. Number of students advised	_	Acts as academic adviser to graduate students							
		A3 . Number of students advised on thesis/special problem/dissert ation									

	As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertati on manuscript		1	-	T	T	7	
	AS GAC Member	Advises and corrects research outline and thesis/SP/dissertati on manuscript		1	1	5	5	1	
	A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	2	2	Ţ	4.5	1-	9-8	
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	1	45	1	5	4-8	
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	2	7			1	
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	6	8	5	7		7	

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	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2		4	4	4	4	
	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		4	4	4	4	
	A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom		1	ī	ī	1_	T	
<u>PI 10</u> . 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					ě		
IIGHER EDUCATION S									
 O 3. Higher Education									
PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned		1	5	(	1_	7	
	A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline		1	-		T	7	

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	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	1	1	1	7	
	A12 . Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings							
	A13 . Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught		1	5	1	4	7	
	A14. Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	6	8	5	ī	ī	ī	
	A15. Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required	1		4	ď	4	4	
PI 8: Number of students advised: *	A16. Number of students advised:		Acts as academic adviserto students	1		4	4	4	4	
	A17 . Number of students advised on thesis/ field practice/special problem:			1		4	4	4	4	

	As SRC Chairman	Advising/correct ion	corrects <u>research</u> <u>outline</u> and thesis/SP manuscript	1	3	ī	7	4	ı	
	As SRC Member	1	corrects research outline and thesis/SP manuscript	, 1	1	41	A	7	4.8	
	A18 . Number of students entertained for consultation purposes		Entertains students consulting on subject taught, thesis and grades	1	12	i	4	4	4	
PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised		Advises student organizations recognized by USSO							
	A20. Number of Student organizations assisted on student related activities		Assists student organizations in implementing student related activities				2			
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	1	
	On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof		1	4	2	4	7	

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	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	10	1	1	7	7	
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	4	6	U	1	1	7	
	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	,	1	ī	1	1	7	
	A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom		1	7_	Ī	5	7	
PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
	Program accreditation/ev aluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							

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	Agency/firm/Indu stry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU		1	1	7	(7)	1	
	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	4.1	7	7	48	
UMFO 3 . RESEARCH SERVICES	(45%)								
PI 2. Number of research outputs completed within the year *	A 28. Number of	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	Writes publishable materials out of research outputs and submits for publication	1	1	5	4.5	5	96	
	In refereed int'l iournals In refereed								
PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	research outputs presented in regional/national/ int'l	Prepares, submits and presents research paper in scienfic fora/conferences		1	7	2	7	5	
	In int'l fora/conferences In nat'l/regional								
	fora/conferences								

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PI		A 31. Percentage of	Prepares research	1	1					
1 151	5. Percent of research	of research	proposals, submits	'	'		,-			
1 7	managem	proposals	and follows up its			45	1	5	4.8	
pro		prepared, submitted	approval for			'			,	
		and approved A 32. No. of	immediate							
PI	at 1 to different out of order				,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,					
		research-related								
1		awards (research								
		conducted by faculty								
		or student w/								
		faculty)								
	KTENSION SERVIC									
		A 36. Number of	Identifies and links	1	2					
pa	artnerships with LGUs,	active partnerships	with probable			J	F	5	i	
inc	dustries, NGOs, NGAs,	with LGUs,	partners for				4		1	
SI	MEs, and other	industries, NGOs,	extension activities							
sta	akeholders as a result	NGAs, SMEs, and	and maintains this							
of	extension activities	other stakeholders	active partnership							
		facilitated and								
PI	2. Number of trainees	A 37. Number of	Conducts trainings	1	2	_				
	eighted by the length of		among beneficiaries			5	5	5	5	
1		by the length of	of technologies for				,	,		
	•	training	transfer							
		9	17 17 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1							
PI	3. Number of	A 38. Number of	Implementes duly	1	1					
		extension	approved extension	'			~ ~	_		
	1 0	programs/projects	projects			V	45	1	4-6	
		implemented	projects				,			
	JC's mandated and	implemented								
30	oc's mandated and									
PI	5. Number of	A 40 . Number of	Provides the	1	3	-		p.c.		
tec	chnical/expert services	technical/expert	technical and expert			I	5	2	5	
		services as/in:	services requested							
			by beneficiaries							
	Resource Persons	Resource Persons	 							
	Consultancy	Consultant								

**Total Over-all** Comments & Recommendations for Rating Development Purposes: **Average Rating Adjectival Rating** 

Evaluated & Rated by:

ROMEL B. ARMECIN

NARC, Director

Date:

Recommending Approval

Director for Research Date

Approved/by:

Vice President for RE & I
Date: 12 27 22

### EMPLOYEE DEVELOPMENT PLAN

Name of Employee: FLORA MIA F. DUATIN
Performance Rating: OUTSTANDING

Aim: To finish PhD Degree to effectively perform expected functions

Proposed Interventions to Improve Performance:

Date: July 1, 2022 Target Date: Dec. 31, 2022

First Step:

Dissertation finalization and defense

Result:

- For graduation and results for publication.

Date: January 1, 2023 Target Date: June. 30, 2023

#### Next Step:

- 1. To develop and submit proposals to funding agencies.
- 2. Implement abaca researches.
- 3. Perform instruction-related functions like teaching and as adviser to undergraduate and graduate students.

#### Outcome:

- 1. Outstanding research outputs.
- 2. Submitted grades of students on time.
- 3. Outstanding research outputs/promising technologies/relevant information generated.
- 4. Advisees graduated on time.

Final Step/Recommendation:

- Needs to attend training related to micropropagation.

Prepared by:

ROMEL B. ARMECIN Unit Head