

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: SENONA A. CESAR

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
Head/Dean (50%)		4.97x100% = 4.97	
Students (50%)			
Total for Instruction	70%	4.97	3.47
2. Research			
Client/Dir. for Research (50%)			
Dept. Head/Center Director (50%)			
Total for Research	30%	4.95	1.48
3. Extension			
Client/Dir. For Extension (50%)			
Dept Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%		4.95

EQUIVALENT NUMERICAL RATING: 4.95
Add: Additional Points, if any: none
TOTAL NUMERICAL RATING: 4.95

ADJECTIVAL RATING: OUTSTANDING



SENONA A. CESAR
Name of Faculty


ANALYN M. MAZO
Department Head

Recommending Approval:


MA. THERESA P. LORETO
Dean/Director


Approved:

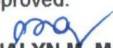

BEATRIZ S. BELONIAS
Vice President


"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, SENONA A. CESAR, a faculty member of the DEPARTMENT OF BIOLOGICAL SCIENCES commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JULY-DECEMBER 2020.


SENONA A. CESAR
 Assoc Prof V
 Date: March 5, 2021

Approved:

ANALYN M. MAZO
 Department Head
 Date: March 5, 2021


MA. THERESA P. LORETO
 College Dean
 Date: 16 Mar 2021

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
						Quality	Efficiency	Timelines	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
		A4. Number of students	Entertains students seeking	10	14	5	5	5	5.00	
PI 10. Additional outputs:		A 8. Other outputs implementing	Designs experiential							
		A.9. Act as GAC for Master in								
		As GAC Chairman	Acts as GAC Chairman	14	16	5	5	5	5.00	Modina, C.;Pericano, B.; Celeste, B.; Sampan, E.; Tan, J; Daganasol, R., Mistola, C.; Cacho, E.; Acosta, C.; Pecolados, M.; Tortusa, J.; Ambrocio, R.; Panta, A.; Arellano, A.; Borinaga, M. Bagarinao, J.
		AS GAC Member	Acts as GAC Member		1	5	5	5	5.00	Villaceran, SR

UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE,	A9. Actual Faculty's FTE	Handles and teaches	20	21.4	5	5	5	5.00	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	6						
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	12						
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	83	166	5	5	5	5.00	
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	11	41	5	5	5	5.00	11 3rd to 4th years and 30 BS MB freshmen
		A17. Number of students advised on thesis/ field practice/special problem:	thesis adviser	3	3	5	5	5	5.00	Honor, J; Puray, X; Pableo, FJ
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	1	1	5	5	5	5.00	Baltazar, J
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	1	1	5	5	5	5.00	Jamin, M
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	150	150	5	5	5	5.00	
	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	4	4	5	5	4.5	4.83	ScTS 11; MarB 11, Zool 128 and Zool 125
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	4	6	5	5	4.5	4.83	4 Learning Guide; 2 Lab manual

		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	4	4	5	5	5	5.00	1 set for each lecture class
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	150	178	5	5	5	5.00	
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	4	4	5	5	5	5.00	ScTS 11; MarB 11, Zool 128 and Zool 125
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	2	2	5	5	5	5.00	AR and CHED DARE TO funded projects
	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	1	1	5	5	5	5.00	CHED DARE TO funded project
	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							
		In refereed int'l journals								
		In refereed nat'l/regional journals								
	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 scientific for a/conferences							
		In int'l fora/conferences								
		In nat'l/regional fora/conferences		2	3					

	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)								
		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		1	5	5	5	5.00	Review the paper ' Status of the Scleractinian Corals and Reef-Associated Benthos in Tres Marias Islets, Northwest Leyte, Eastern Philippines by Tuang-tuang et al, 2020 of Palompon Institute of Technology
		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	4		5	5	4.5	4.83	4 syllabi for the flexible learning
UMFO 4. EXTENSION SERVICES										
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 the QMS 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					

		A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant					
		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					
	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 performing functions resulting to best practice	lead person in the collaborative authorship and production of a GE course Learning Guide for ScTS 11 by DMP, DBS and DOPAC					
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal						
	Total Over-all Rating							94.50	
	Average Rating							4.97	
	Adjectival Rating							Outstanding	

Comments and recommendations for development purpose:
She needs to finish her PhD

Evaluated & Rated by:

ANALYN M. MAZO
Department Head, DBS
Date: *Mar 5, 2021*

Recommending Approval

MA. THERESA P. LORETO
Dean, CAS
Date: *16 Mar 2021*

Approved by:

BEATRIZ S. BELONIAS
Vice President for Instruction
Date: *3/17/21*

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Senona A. Cesar

Performance Rating: Outstanding

Aim: Finish graduate studies

Proposed Interventions to Improve Performance: Come up with a timeline of activities related to dissertation

Date: June 2020 Target Date: December 2020

First Step:

Deload from research engagements

Result:

Finish dissertation proposal ready for approval

Date: Jan 2021 Target Date: December 2021

Next Step:

Set target date to submit approved proposal


Outcome:

Approved proposal for implementation

Final Step/Recommendation:

Dissertation approved

Prepared by:


ANALYN M. MAZO
Unit Head

Conforme:


SENONA A. CESAR