SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Dr. Deejay Maranguit-Lumanao,   Asst. Prof. II**
Period: **January to June 2022**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)	25%	4.90	1.225
b. Students	25%	4.75	1.1875
Total for Instruction	**50%**		
2. Research			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)	10%	4.83	0.483
Total for Research	**10%**		
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)	15%	4.75	0.7125
Total for Extension	**15%**		
4. Administration	**25%**	5.00	1.25
5. Production			
TOTAL	**100%**		**4.858**

EQUIVALENT NUMERICAL RATING: **4.858**
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: **4.858**

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by:

DEEJAY M. LUMANAO
Name of Faculty

Reviewed by:

SUZETTE B. LINA
Department Head

Recommending Approval:

VICTOR B. ASIO
Dean, CAFS

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, DEEJAY M. LUMANAO, a faculty member of the DEPARTMENT OF SOIL SCIENCE 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 JANUARY-JUNE, 2022 (Accomplishment).

Approved:

DEEJAY M. LUMANAO
Asst. Prof. II
Date: July 22, 2022

SUZETTE B. LINA
Department Head
Date:

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	**A1.** Actual Faculty's FTE	Handles subjects/courses assigned	0	0.00					
	PI 8: Number of graduate students advised *	**A2.** Number of students advised	Acts as academic adviser to graduate students	2	5	5	5	4.5	4.83	Rhonna Bulawan; Charlene Colangan; Judy Gamboa; Jayca Jaca; Jinky Dogello
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	3	5	5	5	5.00	Rhonna Bulawan; Charlene Colangan; Judy Gamboa
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	8	5	5	4.5	4.83	Jeffrey Abubo; Rica Rose Mahipos; Dyann Milleza; Roda Salas; Jocel Batuto; Divina Bedico; John Mark Risos; Ayron Garrido;

									Remarks
	A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	2	10	5	5	5	5.00	1st yr. MS Soil Science; 2nd yr. MS Soil Science
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	5	5	4.5	4.83	Soil213 - Advanced Soil Microbiology
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	2	5	5	4.5	4.83	Soil213 - Advanced Soil Microbiology (module and laboratory guide)
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	10	5	5	5	5.00	Soil213 powerpoint presentations; uploaded videos; journal articles
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	8	5	5	5	5.00	Midterm & Final Written exams; Final Oral exam; quizzes
	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	0	0					
	A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	1	5	5	5	5.00	Soil213 at VSUEE/Moodle
PI 10 . 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	0						

UMFO 2. HIGHER EDUCATION SERVICES

OVPI UMFO 3. Higher Education Management Services

PI 5: Total FTE, coordinated, implemented and monitored *	**A9**. Actual Faculty's FTE	Handles and teaches courses assigned	1	19.00	5	5	5	5.0	SS24 (lec) = 15 students; EM112n (lec/lab) = 35 students

	A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	2	5	5	4	4.67	SS24; EM112n
	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	0	2	5	5	5	5.00	SS113 INC form with completion grade of two students
	A12. Number of trainings attended related to instruction	Attend mandated trainings	0						
	A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	1	8	5	5	4.5	4.83	Midterm and Final Exams of SS24, EM112n
	A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	4	15	5	5	4.5	4.83	Quizzes of SS24 (lec), EM112n (lec&lab)
	A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	5	70	5	5	4	4.67	Lab reports of EM112n - 35 students; Term paper - 35
PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	1	20	5	5	5	5.00	
	A17. Number of students advised on thesis/ field practice/special problem:								
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	3	3	5	5	5	5.00	Ronalyn Dula; Winceny Ledesma; Carlos Bendanillo
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript	3	4	5	5	4	4.67	Cyrill Ellorimo; Marielle Arong; Mariel Pacaldo; Hazel Pacayo
	A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	5	10	5	5	5	5.00	
PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	5	5	5	5.00	Graduate Students Association

		A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student	0	0				
	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	1	5	5	5	5.00	SS 113 - Soil Microbiology
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	2	5	5	4.5	4.83	SS 113 - Soil Microbiology module and laboratory guide; EM112n Module
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	20	5	5	5	5.00	Lecture powerpoint presentations for SS22; SS24; EM112n; video clips about soil fertility; research articles as reading assignments
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	25	5	5	5	5.00	Exams and quizzes for SS22, SS24, EM112n; Fertilizer problem set for SS24; etc.
		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	0	0					
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	2	5	5	5	5.00	Moodle classroom (VSUEE) SS24; EM112n
	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	0	1	4.5	5	4.5	4.67	AACCUP; COPC for MAgDev
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	0	0					
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	0	0					
			SUBTOTAL (Instruction)						127.49	
			Average						4.90	
			TPES Rating						4.75	
UMFO 3 . RESEARCH SERVICES										

	PI	Activity	Description							Remarks
	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	0	0					
	PI 2. Number of research outputs completed within the year *	**A 28.** Number of research outputs completed within the year *	Conducts and completes research oroject within the year	0	0					
	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	0	0					
		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 scienfic for a/conferences	0	0					
		In int'l fora/conferences								
		In nat'l/regional fora/conferences								
	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	0	2	5	5	4.5	4.83	Internationalization; Coconut proposal for PCARRD
	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	2	3	5	5	4.5	4.83	SHJ; ATR
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output	0	0					

		A 35.Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	0					
					SUBTOTAL (Research)			9.66	
					Average			4.83	
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	0	1	5	4.5	5	4.83	Contacted one Agricultural Technician in Baybay for possible linkage/partnership for DSS extension project
	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	0	0				
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	**A 38**. Number of extension programs/projects implemented	Implementes duly approved extension projects	1	1	5	4.5	4.5	4.67	GAA 2020 (DSS-Extension Project) entitled: "Enhancing Farmer's Farm Productivity and Capacity on Soil Health Management for Sustainable Crop Production and Environmental Protection in Changing Climate"
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	**A 39**. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	Provides quality and relevant training courses and advisory services	0	0				
	PI 5. Number of technical/expert services	**A 40** . Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries						
	Research Mentoring	Research Mentor		0					
	Peer reviewers/Panelists	Peer reviewers/Panelists		0					

Resource Persons	*Resource Persons*		0						
Convenor/Organizer	*Convenor/Organizer*		0						
Consultancy	*Consultant*		0						
Evaluator	*Evaluator*		0						
PI 8. Percent of extension proposals approved *	**A 41.** Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	0						
PI 11. Additional outputs *	**A 42.** No. of extension-related awards (extn. conducted by faculty or student & faculty) *		0						
	A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	0						
		SUBTOTAL (Extension)				9.50			
		Average				4.75			

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 theQMS 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	zero non-conformity	5	5	5	5.00	
	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	100% compliant	5	5	5	5.00	
	On program accreditations								
	On institutional accreditations								

UMFO 6. General Admin. & Support Services (GASS)

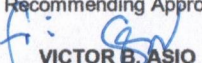|									
PI 2. Zero percent complaint from clients served	**A 46.** Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint	Zero % complaint	5	5	5	5.00	

			1	1	5	5	5	5.00	
PI 3: Additional Outputs									Conducted strategic planning with the Department Heads of the Dept offering MAgDev and other VSU key officials
	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *	Initiates/introduces improvements in performfing functions resulting to best practice (Conducted meeting with the Dept heads offering MAgDev)							
	A 48.Other outputs implementing the new normal due to covid 19	Prepared documents and prsentation for the COPC evaluation of MAgDev program	0	1	5	5	5	5.00	Prepared documents and presentation for the COPC evaluation of MAgDev program
		SUBTOTAL (Administration)						25.00	
		Average						5.00	
Total Over-all Rating								171.65	
Average Rating								4.858	
Adjectival Rating								Outstanding	

Average Rating (Total Over-all Rating Divided by 4)		4.858
Additional Points:		
Punctuality	xx	
Approved Additional Points (with copy of approval)	xx	
FINAL RATING		4.858
ADJECTIVAL RATING		OUTSTANDING

Comments and Recommendations for Development Purpose:

Maintain the Outstanding Performance & write research proposals and be actively involve in Research.

Evaluated & Rated by

SUZETTE B. LINA
Department Head
Date:

Recommending Approval

VICTOR B. ASIO
Dean, CAFS
Date:

Approved by:

BEATRIZ S. BELONIAS
Vice President for Instruction
Date:

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **DEEJAY MARANGUIT-LUMANAO**
Performance Rating: <u>OUTSTANDING</u>

Aim: To sustain the outstanding rating

Proposed Interventions to Sustain/Improve Performance:

Full support from the Department of Soil Science, the College of Agriculture and Food Sciences, and from the University in terms of financial support for all proposals to be submitted to produce outputs for instruction (ex. Budget for teaching guide preparation), research (ex. Approval and release of budget for research proposal submitted), extension (ex. Time and budget to do the extension activities) and production.

Date: <u>January 1, 2022</u>   Target Date: <u>June 30, 2022</u>

First Step:

Revise instructional materials to online-ready courseware.
Draft research and extension proposals for funding.
Write research paper for publication.
Review manuscript submitted in the journal as peer-reviewer.

Result:

Has revised the instructional materials to online-ready courseware based on the learning guide format of the University.
Crafted and submitted proposal for internationalization and coconut proposal for PCARRD funding.
Finalized research paper to be submitted for publication.
Reviewed articles from ATR, SHJ, JATM.

Date: July1, 2022   Target Date: December 30, 2022

Next Step:

Write another research article for publication in ISI journal.
Write a research proposal for funding.
Attend national and international fora.

Outcome: <u>Submission of research proposal for funding.</u>

Final Step/Recommendation:
<u>If research paper is accepted for publication and will be published, it will be used as a reference for graduate and undergraduate students. And if the research proposal will be submitted and will be funded, new graduates will be hired as a research assistant, and data generated will be published.</u>

Conforme: Prepared by:

<u>DEEJAY M. LUMANAO</u>   <u>SUZETTE B. LINA</u>
Faculty   Head, DSS