SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Moises Neil V. Seriño**

Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2 x 3)
1. Instruction			
a. Head/Dean (50%)		2.40	
b. Students (50%)		2.50	
TOTAL INSTRUCTION	50%	4.9	2.45
2. Research	20%	4.79	0.96
3. Extension	15%	4.36	0.65
4. Support Operations	5%	5.00	0.25
5. Gen. Admin & Support Services	10%	5.00	0.50
TOTAL			4.81

EQUIVALENT NUMERAL RATINGS: 4.81
Add: Additional Points, if ny:
TOTAL NUMERICAL RATING: 4.81

ADJECTIVAL RATING: **Outstanding**

Prepared by:

MOISES NEIL V. SERIÑO
Name of Faculty

Reviewed by:

MARIA HAZEL I. BELLEZAS
Department Head

Recommending Approval:

MOISES NEIL V. SERIÑO
Dean, CME

Approved:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **MOISES NEIL V. SERIÑO**, a faculty member of the _DEPARTMENT OF ECONOMICS_ commit to the deliver and agree to be rated on the attainment of the following nt of the following targets in accordance with the indicated measures for the period January-December 2022.

Approved:

MOISES NEIL V. SERIÑO
Professor III
Date: 1/10/23

MARIA HAZEL I. BELLEZAS
Department Head
Date:

MOISES NEIL V. SERINO
College Dean
Date 1/11/23

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Accomplishment (July-Dec. 2022) Accumulated	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Eficiency	Timeliness	Average	
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	8	4.49	2	2	2	2.00	
	PI 8: Number of graduate students advised *	**A2.** Number of students advised	Acts as academic adviser to graduate students	2	4	5	5	5	5.00	
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	4	5	5	5	5.00	
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	4	5	5	5	5.00	
		A4 . Number of students entertained for consultation purposes	_Entertains students seeking consultation with faculty_	2	9	5	5	5	5.00	

PI	Activity	Description							
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							
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	3	5	5	5	5.00	
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	4	5	5	5	5.00	
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	6	5	5	5	5.00	
	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							
	A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	2	5	5	5	5.00	
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							

UMFO 2. HIGHER EDUCATION SERVICES

OVPI UMFO 3. Higher Education Management Services

PI	Activity	Description							
PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	2	10.35	5	5	5	5.00	
	A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	1	3	5	5	5	5.00	
	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							

	A12. Number of trainings attended related to instruction	Attend mandated trainings	2	2	4	4	4	4.00	
	A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught		2	5	5	5	5.00	
	A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab		3	5	5	5	5.00	
	A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
PI 8: Number of students advised: *	A16. Number of students advised:	*Acts as academic adviserto students*	2	3	5	5	5	5.00	
	A17. Number of students advised on thesis/ field practice/special problem:								
	As Thesis/Field Practice/Special Problem Adviser	Advises, and corrects research outline and thesis/SP manuscript		3	5	5	5	5.00	
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript		2	5	5	5	5.00	
	A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	2	35	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*							
	A20. Number of Student organizations assisted on student related activities	*Assists student organizations in implementing student related activities*	1	1	4	4	4	4.00	
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							

		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	2	5	5	5	5.00	
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	6	5	5	5	5.00	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	5	5	5	5	5.00	
		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 Moddle or Google Classroom	1	2	5	5	5	5.00	
	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	2	5	5	5	5.00	
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							

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	9	5	5	5	5.00	
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	2	5	5	5	5.00	

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		3	3	4.5	4.5	4.5	4.50	
	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 *	`							
	In int'l fora/conferences		1	1	4	4	4	4.00	
	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		20%	5	5	5	5.00	
PI 6. Additional outputs*	**A 32**. No. of research-related awards (research conducted by			3	5	5	5	5.00	
	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	5	5	5	5	5.00	
	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	1	4	5	5	5	5.00	

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	50	150	5	5	5	5.00	
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	2	4.5	4.5	4.5	4.50	
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	80%	95%	5	5	5	5.00	
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*		1	4	5	5	5	5.00	
Peer reviewers/Panelists	*Peer reviewers/Panelists*		2	6	5	5	5	5.00	
Resource Persons	*Resource Persons*		1	2	5	5	5	5.00	
Convenor/Organizer	*Convenor/Organizer*		1	1	3	3	3	3.00	
Consultancy	*Consultant*								
Evaluator	*Evaluator*		1	1	3	3	3	3.00	
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	1	1	3	3	3	3.00	
PI 11. Additional outputs *	**A 42**. No. of extension-related awards (extn. conducted by faculty or student & faculty) *								
	A 43.Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal		1	4.5	4.5	4.5	4.50	

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 NC	zero NC	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	
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 performfing functions resulting to best practice							
	A 48.Other outputs implementing the new normal due to covid 19	Execom Meetings	8	12	5	5	5	5.00	
Total Over-all Rating								216.50	
Average Rating								4.71	
Adjectival Rating								Outstanding	

Comments & recommendations for Development Purpose.:

Further enhance the involvement of faculty in research and extension as part of your mentoring activity.

Evaluated & Rated by:

MARIA HAZEL I. BELLEZAS
Department Head
Date: 1/10/23

Recommending Approval

MOISES NEIL V. SERINO
Dean, CME
Date: 1/11/23

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date:

PERFORMANCE MONITORING FORM

Name of Employee: **Moises Neil V. Seriño**

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date of Completion	Quality of Output*	Overall Assessment of Output**	Remarks/ Recommendation
1	Teaches assigned subjects and performs other teaching related functions such as; prepares and revises teaching materials, prepares and gives examinations, checks test papers and return to students one week after, submit grades within the prescribed period, make herself available for students during consultation hours, revises course syllabus	Very satisfactory	Sept. 2022	Sept. 2022	Feb. 2023	Very impressive	Outstanding	On-going
2	Prepares instructional module/e-learning materials for online/face to face classes	Outstanding	July 2022	Dec. 2022	Dec 2022	Very Impressive	Very Satisfactory	Done
3	Attends meetings (face to face/online/virtual webinars/google meet) and performs functions as chairman/member of different committee of the university, college and of the department	Outstanding	July 2022	Dec. 2022	Dec. 2022	Impressive	Outstanding	Done
4	Spearheads in the implementation of programs and plans/activities of the college	Outstanding	July 2022	Dec. 2022	Dec. 2022	Very impressive	Outstanding	Done
5	Performs administrative function as dean of the college	Outstanding	July 2022	Dec. 2022	Dec. 2022	Impressive	Outstanding	Done

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

**Outstanding, very satisfactory, unsatisfactory, poor

Prepared by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

EXHIBIT L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: MOISES NEIL V. SERINO
Performance Rating: Outstanding

Aim: Prepare CME for the opening of limited face to face classes.

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: July 2022   Target Date: Sept. 2022

First Step:

Attend consultations and dialogues for the conduct of face to face classes.

Result:

Senior undergraduate students and graduate students of CME were able to attend face to face classes.

Date: Sept. 2022   Target Date: Dec. 2022

Next Step:

Supervise the implementation of face to face classes for all levels and programs.

Outcome:

Provision of academic/learning continuity.

Final Step/Recommendation:

Continue monitoring and assessment with CME faculty for the resumption of face to face classes.

Prepared by:

BEATRIZ S. BELONIAS
VP, Academic Affairs

Conforme:

MOISES NEIL V. SERIÑO
Ratee