SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: SANTOS B. VILLOCINO, JR.

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.8x50%= 2.35	
b. Students (50%)		4.86x50% = 2.43	
Total for Instruction	40%	4.78	1.912
2. Research			
a. Client/Dir. for Research (50%)		4.5 x 50% = 2.25	
b. Dept. Head/Center Director (50%)		4.5 x 50% = 2.25	
Total for Research	30%	4.5	1.35
3. Extension			
a. Client/Dir. for Extension (50%)		5.0 x 50%) = 2.5	
b. Dept Head/Center Director (50%)		5.0 x 50% = 2.5	
Total for Extension	10%	5	0.50
4. Administration	10%	5	0.50
5. Production	10%	5	0.50
TOTAL			4.762

EQUIVALENT NUMERICAL RATING: 4.762
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: 4.762

ADJECTIVAL RATING: Outstanding

Prepared by: -   Reviewed by:

SANTOS B. VILLOCINO, JR.   **ROSARIO A. SALAS**

Name of Faculty   Department Head

Recommending Approval:

VICTOR B. ASIO
Dean/Director

Approved:

BEATRIZ S. BELONIAS
Vice President

Visayas State University
INSTRUCTION
Visca, Baybay City, Leyte

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (IPCR)

I , SANTOS B. VILLOCINO, JR., commits 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, 2019.

SANTOS B. VILLOCINO, JR.	**ROSARIO A. SALAS**	**VICTOR B. ASIO**
Faculty, Department of Horticulture	Head, Department of Horticulture	Dean College of Agriculture and Food Science
		Date: _____

MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	Actual Accomplishment	Rating Quality	Rating Efficiency	Rating Timeliness	Rating Average	Remark
UMFO 1. ADVENCED EDUCATION SERVICES									
OVPI MFO 1. Graduate Degree Program Management Services									
PI 1: Graduate degree program monitored									
PI 2: Total graduate FTE monitored									
PI 3: Percentage increase in number of graduate students enrolled									
PI 4: Percentage increase in number of graduate students who graduated within prescribed period.									
OVPI MFO 2. Graduate Student Management Services									
PI 1: Number of graduate students awarded with scholarship/ assistantship									
PI 2: Percentage of graduate students awarded with scholarship/ assistantship who graduated within prescribed period									
PI 3: Number of graduate students awarded with honors/distinction									
PI 4: Number of graduate student advised									
UMFO 2. HIGHER EDUCATION SERVICES									
OVPI MFO 1. Curriculum Program Management Services									
PI 1: Total undergraduate FTE monitored		DOH	44.0	20.38	5	5	5	5	

PI 2: Number of undergraduate curricular program compliant to CMO, approved and offered							
PI 3: Average passing percentage in licensure examinations in mandated programs							
PI 4: Number of undergraduate graduates in mandated programs graduated within the prescribed period							
PI 5: Percentage increase in the number of undergraduate students who graduated within prescribed period							
PI 6: Percentage increase in the number of undergraduate students enrolled							
PI 7: Number of academe/industry linkage established							
PI 8: Number of students advised	Head/Faculty	10	25	4	5	5	4.67
PI 9: Number of student organization advised	Head/Faculty	1	1	4	5	5	4.67
PI 10: Number of instructional materials developed							
UMFO 3. RESEARCH SERVICES							
PI 1. Number of published papers in internationally indexed journals							
refereed int'l journals							
refereed nat'l journals							
institutional journals							
PI 2. Number of research outputs presented in regional/national/ int'l for a conferences							
int'l fora/conferences							
nat'lfora/conferences							
reg'lfora/conferences							
institutional fora/conferences							
PI 3. Number of research projects conducted and/or completed on schedule	OVPRD/Head/Faculty	1	1	4	5	5	4.67
PI 4. Number of research proposals submitted	Head/Faculty	1	1	4	5	5	4.67
PI 5. Percent of research proposals approved							
PI 6. Amount of research money generated from external funding	DA/OVPRD/Head/Faculty	P1.4M	P1.4M	4	5	5	4.67
PI 7. Amount of research money generated from institutional funding							
PI 8. Additional outputs							
No. of research-related awards (research conducted by faculty or student w/ faculty)							
UMFO 4. EXTENSION SERVICES							
PI 1. Number of person-days trained weighted by length of training							
PI 2. Number of trainings conducted							
PI 3. Number of IEC materials/technoguides developed/used							
PI 4. Number of beneficiaries served							

Groups	DA/OVPRD/Head/Faculty	3	3	5	5	5	5	
Individuals								
PI 5. Number of technical / expert services								
Research mentoring								
Peer reviewers/ Panelist								
Resource Person								
Convemor/ Organizer								
Consultancy								
Evaluator								
PI 6. Number of extension project conducted								
PI 7. Number of extension proposal submitted								
PI 8. Percent of extension proposal approved								
PI 9. Amount of extension money generated from external funding								
PI 10. Amount of extension money generated from institutional funding								
PI 11. Additional outputs								
Number of extension-related awards (extension conducted by faculty and student								
UMFO 5. SUPPORTING TO ORGANIZATION								
OVPI MFO 1. Faculty Development Services								
PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted								
OVPI MFO 2. Faculty Recruitment/Hiring Services								
PI 1: Number of faculty recruited/hired aligned with ISO standards								
OVPI MFO 3. Faculty Evaluation Services								
PI 1: Number of seminars/ training/ conventions/ workshops coordinated for entire university								
PI 2: Number of seminars/ training/ conventions/ workshops coordinated outside the university								
PI 3: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	OVPI/Head/Faculty/Students	80%	100%	5	5	5	5	
PI 4: Number of in-house/ seminars/training/ workshops/ reviews conducted/attended	Faculty/R.A.	1	1	4	5	5	4.67	
PI 5: Additional outputs								
Number of faculty/staffs awards/honors received related to operations support								
Income Generating Projects (IGP) handled	DOH/College Ornamental Project (STF)	1	1	4	5	5	4.67	
OVPI MFO 4. Program and Institutional Accreditation Services								

PI 1: Number of degree programs which passed accreditation/evaluation at least Level 1									
PI 2: QMS on faculty recruitment, development & performance evaluation aligned with ISO standards									
PI 3: Percentage of degree program compliant with CHED									
PI 4: Additional outputs									
Number of activities organized/ attended/ assisted/ participated/ facilitated									
UMFO 6. General Administration and Support Services (GASS)									
PI 1: Zero complaints from clients		0	0	5	5	5	5		
PI 2: Additional outputs/ Best practices									
OTHERS:									
As Coordinator of Students Internship Abroad Program-Israel (SIAP)									
Facilitate processing of documents for BSA OJT Students to Israel		10	13	5	5	5	5		
	TOTAL OVERALL RATING :						57.67		
	AVERAGE RATING :						4.80		
	ADJECTIVAL RATING :						Outstanding		

Comments & Recommendations for Development purposes

should make research proposal for external funding

Evaluated and rated by:

ROSARIO A. SALAS
Head, DOH

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: **SANTOS B. VILLOCINO, JR.**

Performance Rating: **Outstanding**

Aim: **Enhance Work Efficiency**

Proposed interventions to Improve Performance:

Date: January, 2019   Target Date: December, 2019

First Step:

1	Update Instructional Materials (IMs)
2	Maintain and Improve operation of the managed Ornamental Project
3	Increase income by 20% of the STF Ornamental Project
	Submit Ornamental Project Annual Report for C.Y. 2019
4	Facilitate the processing of documents and deployment of 10 OJT Students for Agrostudies Internship Program in Israel
5	Accept at least 10 Undergraduate Thesis Advising of Horticulture students
6	Prompt submission of all the grades of the subjects handled
7	Attend meetings set by the department heads
8	Advise and Supervise ViHOS campus and off-campus activities

Result:

1	Updated Instructional Materials (IMs)
2	Maintained and Improved operation of the managed Ornamental Project
3	Increased income by 20% of the STF Ornamental Project
4	Submitted Ornamental Project Annual Report for C.Y. 2019
	Facilitated the processing of documents and deployment of 13 OJT Students for Agrostudies Internship Program in Israel
5	Accepted 15 UndergraduateThesis Advising of Horticulture students
6	Submitted on time of all the grades of the subjects handled
7	Attended meetings set by the department heads
8	Supervised and monitored ViHOS campus and off-campus activities

Date: January, 2020   Target Date: December, 2020

Next Step:

1	Write and submit one (1) research proposal to a research funding agency
2	Attend conferences, trainings, and seminars related to the field of specialization.
3	Actively participate in all college and departmental activities.
4	Accept Horticulture Undergraduate Thesis Advisees
5	Prepare and present Annual Report for C.Y. 2019
6	Participate as Department Undergraduate Theses Evaluator during Thesis outline defense and final manuscript defense.

Outcome:

Final Step/Recommendation:

Presentation of research proposal for approval

Conforme:

SANTOS B. VILLOCINO, JR.
Faculty

Prepared by:

ROSARIO A. SALAS
Unit Head