

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS


Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3) (4)
(1)	(2)	(3)	(4)
2. Instruction			
a. Head/Dean (100%)		4.70	
TOTAL for Instruction	85%	4.70	3.99
3. Research			
4. Extension			
5. Support to Operations	10%	4.83	0.48
6. Administration	5%	5.00	0.25
TOTAL			4.73

EQUIVALENT NUMERICAL RATING: 4.73
 Add: Additional Points, if any: 0
 TOTAL NUMERICAL RATING: 4.73

ADJECTIVAL RATING: Outstanding

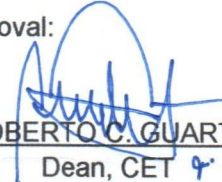
Prepared by:

Reviewed by:



JOHN CHRISTIAN L. GAVIOLA
 Name of Faculty


EPIFANIA G. LORETO
 Department Head

Recommending Approval:


ROBERTO C. GUARTE
 Dean, CET

Approved by:


BEATRIZ S. BELONIAS
 VP for Academic Affairs



VISAYAS
STATE UNIVERSITY





DEPARTMENT OF CIVIL ENGINEERING
Visca, Baybay City, Leyte, PHILIPPINES
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"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, John Christian L. Gaviola., a faculty member of the DEPARTMENT OF CIVIL ENGINEERING 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 July - December 2020


John Christian L. Gaviola
Instructor I
Date: 3/10/2021

Approved:

Epifania G. Loreto
Department Head
Date: 3/10/2021


Roberto C. Guarte
College Dean
Date: 3/19/2021

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 numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
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	18	42.1	5	4	4	4.33	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline							
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	5	5	5	5	4	4.67	
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	20	18	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	8	8	5	5	4	4.67	

	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic adviser to students</i>	31	31	4	5	5	4.67	
		A17. Number of students advised on thesis/ field practice/special problem:		5	5	4	4	4	4.00	
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	15	4	5	5	4.67	
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	<i>Advises student organizations recognized by USOO</i>	2	2	5	5	5	5.00	
		A20. Number of Student organizations assisted on student related activities	<i>Assists student organizations in implementing student</i>	2	2	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							for July - December accomplishment
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	3	3	5	5	5	5.00	for July - December accomplishment
	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	1	5	5	4	4.67	
									51.67	
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							
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							
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	1	zero non-conformity	5	5	4	4.67	
		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	1	100% compliant	5	5	5	5.00	
		On program accreditations								
		On institutional accreditations								
UMFO 6. General Admin. & Support Services										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint	5	5	5	5.00	
	Total Over-all Rating								66.33	
	Average Rating								4.73	
	Adjectival Rating								Outstanding	

Average Rating (Total Over-all rating divided by 5)	4.73
Additional Points:	
Approved Additional points (with copy of approval)	
FINAL RATING	4.73
ADJECTIVAL RATING	Outstanding

Comments & Recommendations for Development Purpose:

Evaluated & Rated by:

E. S. Loreto
EPIFANIA G. LORETO

Department Head

Date: 3/18/2021

Recommending Approval

Roberto C. Guarte
ROBERTO C. GUARTE

Dean, College of Engineering

Date: 3/19/2021

Approved by:

Beatriz S. Belonias
BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 3/23/21

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: JOHN CHRISTIAN L. GAVIOLA

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished/ submitted	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1.	Preparation and submission of OBE Syllabus	OBE Syllabus for CEng courses handled	July 7, 2020	November 16, 2020	November 16, 2020	Impressive	Very satisfactory	Submitted syllabus for all courses assigned
2.	Preparation of Teaching Manual/Student Learning Guide	Teaching Manual /Student Learning Guide for courses handled	July 7, 2020	September 2020	In progress	Impressive	Satisfactory	Prepared teaching manuals
3.	Preparation of Power Point/Video Presentation	Power Point/Video Presentations for CEng courses handled	September, 2020	Within the semester	Within the semester	Impressive	Outstanding	Videos were uploaded
4.	Preparation and submission of TOS	TOS with exam	Nov. 12, 2020	Nov. 23, 2020	Nov. 20, 2020	Impressive	Outstanding	Submitted on time
5.	Advising student organization	Activities conducted	Start of semester	Within the semester	Within the semester	Impressive	Outstanding	Submitted list of activities
6.	Consultation with students (academic advising)	Consultation log book	During enrollment	After enrollment	After enrollment	impressive	Outstanding	Must submit record
7.	Preparation of documents for COPC	Documents for COPC	August 24, 2020	December 2020	October 2020	impressive	Outstanding	Submitted on time

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

** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:


EPIFANIA G. LORETO
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: John Christian L. Gaviola

Performance Rating: 4.56 (Outstanding)

Aim: Engr. John Christian L. Gaviola as an effective and efficient implementor of the new OBE'dized four (4) year BSCE degree program and the department's RDE Agenda

Proposed Interventions to Improve Performance:

Date: July 2020

Target Date: December 2020

First Step:

A re-orientation on the Outcomes-Based Education principles, provisions of the new Policies, Standards, and Guidelines in the offering and implementation of the new BSCE curriculum as provided for in CMO 92, s. 2017 will be done. He should likewise attend trainings, conferences, and conventions to strengthen his competencies and qualifications.

Result:

The faculty was able to prepare and submit Outcomes-Based (OBE) Teaching and Learning (OBTL) Syllabus in accordance to the minimum requirements provided by the CMO 92, s. 2017 and the university. Also, the faculty was able to implement OBE in all his subjects.

Next Step:

The faculty will continue to implement the newly approved BSCE curriculum.


Outcome:

An effective implementation of the BSCE curriculum. Research and extension proposals will be prepared and submitted

Final Step/Recommendation:

Engr. Gaviola will be sent to his graduate studies in order for him to help in the full implementation of the BSCE curriculum. Similarly, he will conduct regular continuous quality improvement in the offering of the new BSCE Curriculum

Prepared by:


Epifania G. Loreto
Unit Head

Conforme:


John Christian L. Gaviola
Name of Ratee Faculty/Staff