

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Pauline S. Caintic**

Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x%)	Equivalent Numerical
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		4.70	
b. Students (50%)		5.00	
Total for Instruction	15%	4.85	0.73
2. Research Services	20%	4.71	0.94
3. Extension Services	20%	4.73	0.95
4. Capacity Building	5%	4.77	0.24
5. Administration and Facilitative Services	35%	4.72	1.65
6. Frontline Services	5%	4.70	0.24
TOTAL	100%		4.75

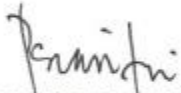
EQUIVALENT NUMERICAL RATING: 4.75

Add: Additional Points, if any: _____

TOTAL NUMERICAL RATING: 4.75

ADJECTIVAL RATING: Outstanding

Prepared by:


PAULINE S. CAINTIC
Name of Faculty

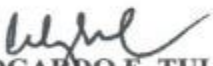
Reviewed by:


OTHELLO B. CAPUNO
Director, ViCAARP & Vice Pres for R&E

Recommending Approval:


REMBERTO A. PATINDOL
Chairman, PMT

Approved:


EDGARDO E. TULIN
President

OFFICE OF THE VICE PRESIDENT FOR RESEARCH AND EXTENSION
Visayas State University

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (IPCR)

I, PAULINE S. CAINITIC, of the Visayas Consortium for Agriculture, Aquatic and Resources Program (VICAARP), 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 to December, 2017.


PAULINE S. CAINITIC
Instructor


OTHELLO B. CAPUNO
VICAARP Director

Date: _____

MFO No.	MFO Description	Success/Performance Indicator (PI)	Task Assigned	Target	Actual Accom-plishment	Rating				Remark
						Quality	Efficiency	Timeliness	Average	
UMFO	MFO 1. Advanced Education Services									
	PI 1: Number of subjects taught	Teach subjects on Agronomy		2	2 subjects with 5.78 workload units	4.7	4.7	4.7	4.70	
	Sub-Rating								4.70	
	MFO 2. Research Services									
	PI 1. Efficient coordination/facilitation in the conduct and implementation of research projects	Prepare/Facilitate communications & documents for action; Coordinate/Facilitate meetings & workshops		90%	100%	4.8	4.7	4.7	4.73	
	PI 2. Number of research proposals packaged/submitted	Facilitate/Coordinate in the conduct of meetings and workshops; Prepare/Facilitate communications & documents for action; Prepare endorsement letters		3	16 research proposal packaged	4.7	4.7	4.7	4.70	
	PI 3. Amount of research money generated from external funding (Thousand PHP)	Preparation of billing statements for member-agencies; Prepare/Facilitate communications & documents for action		Php300,000	Php 550,000.00 from Member-Agencies; Php 41,158,983.54 from PCAARRD Php 7,515,000 from CHED	4.7	4.7	4.6	4.67	
	PI 4. Number of coordinated/ supervised/ conducted RDE scientific and related fora and reviews	Facilitate overall coordination of Inter-Agency Cluster RDE reviews & RDE Symposium		4	(1) Cluster 1 on July 27-28 at PCA (2) Cluster 2 & Cluster 3 on Oct 18-20 at UEP (3) Cluster 4 on Nov 9, 10 & 16 at VSU (4) 29th Regl RDE Symposium on Nov 27-28 at VSU. Total = 4	4.8	4.7	4.7	4.73	

Date: _____

PI 5. Number of RDE programs/ projects/studies reviewed	Coordinate/Facilitate in the review of on-going and completed projects in the ViCARP network	30	Cluster 1 = 16 Cluster 2 & Cluster 3 = 24 Cluster 4 = 28 Level 3 = 16 Papers, 23 Posters Total = 107	4.8	4.7	4.7	4.73	
Sub-Rating							4.71	
MFO 3. Extension Services								
PI 1. Number of extension training / seminar workshops approved /supported/ conducted/ coordinated	Prepare invitation letters for RPs & participants; Send invitation thru fax & email; Follow-up confirmation of RPs & participants; Facilitate during the training proper; Facilitate arrangements for venue, food and lodging; Prepare program, kit & materials for the training, Provide logistics support	2	1) Training on Bamboo Production and Nursery Establishment on September 25-27 at VSU (15 pax) 2) Training on Coconut Nursery Establishment (12 pax) 3) Training on Resource Generation on May 8 at Tagaytay City organized by PCAARRD (3 pax) 4) YES training on July 18-20 at Iloilo organized by PCAARRD (4pax) 5) 29th Regl RDE Symposium (173 pax)	4.7	4.7	4.7	4.70	
PI 2. Number of person-days trained weighted by length of training	Prepare/Facilitate communications & documents for action; facilitate during the training proper	30	207 training/symposium participants	4.8	4.7	4.7	4.73	
PI 3. Number of Extension delivery services conducted/coordinated/ participated: field demo, Agri Fair/ Field days, Agri Exhibits, Techno forum, Techno Festival	Prepare/Facilitate communications & documents for action; Facilitate during the activity proper	1	(1) Jackfruit FIESTA on Aug 8-9 at VSU; (2) FFD on Aug 11; (3) Regional S&T Week (RSTW) organized by DOST-8 on September 19-21 at Robinsons Place, Tacloban City	4.7	4.7	4.7	4.70	
PI 4. Number of beneficiaries served								
<i>Groups</i>	Prepare/Facilitate communications & documents for action; Coordinate/Facilitate meetings & workshops; Facilitate requests	40	(26) ViCARP Mas (14) Regl R&D Commodity Teams (19) Experts Pool Total = 59	4.8	4.7	4.7	4.73	
<i>Individuals</i>	Prepare/Facilitate communications & documents for action; Coordinate/Facilitate meetings & workshops; Facilitate requests	70	207 training/symposium participants 26 Member-Agencies 120 walk-in visitors Total = 353	4.8	4.7	4.7	4.73	

	PI 5. Number of extension proposals submitted (training proposals)	Prepare/Facilitate communications & documents for action for the training proposals	2	(1) Training Course on Research and Development (R&D) Project Implementation Management (2) Training-Workshop on Bamboo Nursery Establishment and Plantation Management (3) Jackfruit FIESTA atbp 2017 (4) ViCAARP-PCAARRD S&T Partnership: Development and Production of Exhibits for the 2017 DOST Regional S&T Week (RSTW) Celebration	4.7	4.7	4.8	4.73	
	PI 6. Percent of extension proposals approved (training proposals)	Prepare/Facilitate communications & documents for action	90%	95%	4.7	4.7	4.8	4.73	
	PI 7. Amount of extension money generated from external funding (Thousand PHP)	Prepare/Facilitate communications & documents for action	Php 200,000	Php 750,000.00	4.8	4.8	4.7	4.77	
	Sub-Rating							4.73	
	MFO 4. Capacity Building								
	PI 1. Number of RDE Staff capacitated/attended trainings	Attendance as participant/trainee	1	(1) YES training on July 18-20 at Iloilo organized by PCAARRD	4.8	4.7	4.8	4.77	
	Sub-Rating							4.77	
	MFO 5. Administrative and Facilitative Services								
	PI 1. Efficient day to day activities of the consortium	Serve as officer-in-charge	As recommended/ appointment	ViCAARP: July 26 & 28; Aug. 3; Sept 27-29; Oct 30; Nov 21-14; Dec 21-19 Research Office: Dec 21-22	4.7	4.7	4.7	4.70	

MFO 6. Frontline Services										
PI 1. Efficient and customer-friendly frontline service		Facilitate requests from member-agencies & within VSU clients; Receive visitors and provide assistance to clients				90%	100% accomplished	4.7	4.7	4.70
Sub-Rating										4.70
Total Over-all Rating										28.33
Average Rating										4.72
Adjectival Rating										

VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte, 6521-A
Teaching Performance Evaluation

Teacher: Caintic, Pauline S.

First Semester 2017 - 2018

No. of Raters: 20

Subject: 3 - Agro 21 - Fundamentals of Crop Production

Class Type: Laboratory 7-10F

<i>Work Performance</i>	<i>NA</i>	<i>1 Poor</i>	<i>2 Below Satis- factory</i>	<i>3 Satis- factory</i>	<i>4 Very Satis- factory</i>	<i>5 Out- standing</i>	<i>Median</i>
1 Explains course objectives, requirement and grading system at the beginning of the semester				4	4	12	5.0
2 Always prepared and organized in class				3	12	5	4.0
3 Uses appropriate and updated instructional materials				5	9	6	4.0
4 Gives clear instructions/guidelines in accomplishing tasks				3	9	8	4.0
5 Discusses lessons clearly and with confidence, giving relevant examples to make the lesson more understandable				2	10	8	4.0
6 Makes classroom activities interesting and lively				4	7	9	4.0
7 Encourages students to ask questions and welcomes comments and suggestions				2	5	13	5.0
8 Has mastery of the subject matter				2	7	11	5.0
9 Available for student consultation even outside class time				3	9	8	4.0
10 Holds class regularly, starts and dismisses class on time and utilizes class period fully				4	5	11	5.0
11 Gives relevant assignments, course requirements			1	4	6	9	4.0
12 Returns quizzes, exams, homework, assignments and exercises			1	3	7	9	4.0
13 Fair in giving grades				5	4	11	5.0
14 Wears clean and appropriate clothes/attire in class				2	3	15	5.0
15 Firm in implementing policies yet approachable and understanding				2	8	10	4.5
16 Commands respect of students				2	3	15	5.0
17 Exercises decency in speech and actions				2	6	12	5.0
Median Rating		5.0 Outstanding					
Median Rating (nearest whole number)		Rating Description					
1		Poor					
2		Fair					
3		Satisfactory					
4		Very Satisfactory					
5		Outstanding					

PERFORMANCE MONITORING & COACHING JOURNAL

X	1st	Q U A R T E R
X	2nd	
X	3rd	
X	4th	

Name of Office: ViCARP

Head of Office: Dr. Othello B. Capuno

Name of Faculty/Staff: Pauline S. Caintic Signature:  Date: _____

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring • Daily office attendance • University-wide activities • Conduct of RDE activities • Official travel	As the need arises	As the need arises	As the need arises	• Use of logbook/biometrics • Minutes of meeting • Activity report • Travel report	
Coaching • R & D Management • Methods/techniques of teaching	As the need arises	As the need arises	As the need arises	• Capability building activities (trainings, workshops, seminars, etc.)	

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:


OTHELLO B. CAPUNO
Immediate Supervisor

Verified by:


EDGARDO E. TULIN
Next Higher Supervisor

cc: OVPI
 ODAHRD
 PRPEO