

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: HERNANDO L. MONDAL

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating Rating x % (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		$4.77 \times 50\% = 2.17$	
b. Students (50%)		$5 \times 50\% = 2.5$	
Total for Instruction	70%	4.67	3.27
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	-		
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept. Head/Center Director (50%)			
Total for Extension	-		
4. Administration	30%	5	1.5
5. Production	-		
TOTAL			4.77

EQUIVALENT NUMERICAL RATING:

4.77

Add: Additional Points, if any:

0

TOTAL NUMERICAL RATING:

4.77

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

HERNANDO L. MONDAL

Name of Faculty

Reviewed by:

DENNIS P. PEQUE

Department Head

Recommending Approval:

DENNIS P. PEQUE

Dean

Approved:


BEATRIZ S. BELONIAS


Vice President


"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Hernando L. Mondal, a faculty member of the DEPARTMENT OF FORESTRY commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period from January to June, 2020.


HERNANDO L. MONDAL
 Assistant Professor III
 Date:

Approved: 
DENNIS P. PEQUE
 Department Head
 Date:


DENNIS P. PEQUE
 College Dean
 Date:

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 1. ADVANCED EDUCATION SERVICES			Non member of graduate faculty							
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned							
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							

		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		<u>A4</u> . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							
	PI 9: Number of instructional materials developed *	<u>A5</u> . 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							
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
		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							
	PI 10 . Additional outputs:	<u>A 8. Other outputs implementing the new normal due to covid 19</u>	Designs experiential learning activities and other outputs to implement new normal							

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	2	9.9 (495%)	5	5	5	5	Fmgt 134, Fmgt 126, Fory200A
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	3 (75%)	4	4	4	4	Fmgt 134, Fmgt 126, Fory200A
		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	1	1 (100%)	4	4	4	4	Ruales
		A12. Number of trainings attended related to instruction	Attend mandated trainings	2	0	1				
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	6	4 (66.67%)	4	4	4	4	Fmgt 134, Fmgt 126
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	8 (80%)	4	4	4	4	Fmgt 134, Fmgt 126
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	8 (80%)	4	4	4	4	Fmgt 134, Fmgt 126
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	5	10 (200%)	5	5	5	5	Campania, Cuizon, Asilo, Velasco, Mabulay, Cuizon, Cortez, Soria, Fernandez, De Jesus, Cawaling
		A17. Number of students advised on thesis/ field practice/special problem:								

		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript	3	5/3 (166.66%)	5	5	5	5	Campania, Cuizon, Asilo, Velasco, Mabulay
		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript	0	0					
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	3	5 (166.66%)					Campania, Cuizon, Asilo, Velasco, Mabulay
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO	0	0					
		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	0					
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	1	1	4	4	4	4	Fmgt 131
		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	10	7	4	4	4	4	Fmgt 131
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	8	5	4	4	4	4	Fmgt 131
		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	1	0					

		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	1	5	5	5	5	Fmgt 131
	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	0					
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	1	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					
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	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 or poject 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	1	0					
		<i>In refereed int'l journals</i>		0	0					
		<i>In refereed nat'l/regional journals</i>		0	0					

	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 scientific fora/conferences	0	0					
		<i>In int'l fora/conferences</i>		0	0					
		<i>In nat'l/regional fora/conferences</i>		0	0					
	PI 5. Percent of research proposals approved *	A 31. Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	0	0					
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by								
		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	0	0					
		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	0					
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	0					

	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	0	0					
	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	0	0					
	<i>Research Mentoring</i>	<i>Research Mentor</i>		0	0					
	<i>Peer reviewers/Panelists</i>	<i>Peer reviewers/Panelists</i>		0	0					
	<i>Resource Persons</i>	<i>Resource Persons</i>		0	0					
	<i>Convenor/Organizer</i>	<i>Convenor/Organizer</i>		0	0					
	<i>Consultancy</i>	<i>Consultant</i>		0	0					

	Evaluator	Evaluator		0	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	0					
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *		0	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	0					
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	0	0					
		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	0	0					
		On program accreditations		0	0					
		On institutional accreditations		0	0					
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	0	0					

	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 performing functions resulting to best practice	0	0					
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal	0	0					
		Attend meeting	CFES, Faculty and Committee meeting	10	6 (166.66%)	5	5	5	5	DFS and CFES
	Total Over-all Rating	57								
	Average Rating	4.79								
	Adjectival Rating	Very Satisfactory								

Comments & Recommendations for Development Purposes:

Improve performance in RDE.
Start publishing research articles

Evaluated & Rated by:

DENNIS P. PEQUE

Department Head

Date:

Recommending Approval

DENNIS P. PEQUE

Dean, CFES

Date:

Approved by:

BEATRIZ S. BELONIAS

Vice President for Instruction

Date:

PERFORMANCE MONITORING FORM


Name of Employee: HERNANDO L. MONDAL

Task No	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date Accomplished	Quality of Output*	Over-All 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 returns to students one week after, submits grades sheets within prescribed period, makes himself available for students consultations during consultation hours, revises course syllabus, and approves manuscripts.	Very Impressive	January 1, 2020	June 30, 2020	June 30, 2020	Very Impressive	Outstanding	Submitted grades on time. Returned corrected manuscripts on time.
2	Attends trainings, seminars and workshops.	Very Impressive	January 1, 2020	June 30, 2020	June 30, 2020	Impressive	Very Satisfactory	Attended trainings as DFS Enrollment Focal Person and Department based Guidance Facilitator.
3	Attends meetings and workshops as per instructed by immediate Head.	Very Impressive	January 1, 2020	June 30, 2020	June 30, 2020	Very Impressive	Outstanding	
4	Performs other functions such as; CFES Library In-charge and etc.	Very Impressive	January 1, 2020	June 30, 2020	June 30, 2020	Impressive	Outstanding	

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

**Outstanding, very satisfactory, unsatisfactory, poor

Prepared by:


DENNIS P. PEQUE
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee : Dr. Hernando L. Mondal
Performance Rating : 4.77 (Outstanding) January – June 2020

Aim: To sustain the effective management of committee of landscape, building and maintenance and reading room management capability of Dr.Mondal.

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

Date: January 2020
First Step:

Target Date: March 2020

Required Dr. Mondal to attend periodic seminars on his committee involvement and meetings with the VSU library committee.

Result:

Actively guided staff for maintaining the landscape and building of CFES and managed the reading room within the college as well as attending meetings with VSU library committee.

Date: April 2020
Next Step:

Target Date: June 2020

Conducted meeting with staffs/laborer for the effective work timeline in maintaining the landscape and building of CFES and improved the CFES reading room.

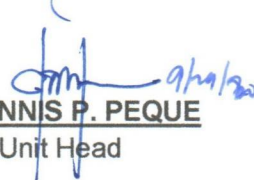
Outcome:

Dr. Mondal has improved knowledge, skills, and attitude in managing the maintenance of landscape and building and counseling and reading room management.

Final Step/Recommendation:

Dr. Mondal may conduct quarterly assessment of staff/laborers behaviors and subscribed more scientific journals and magazines in forestry and environmental management for the reading room.

Prepared by:


DENNIS P. PEQUE
Unit Head

Conforme:


HERNANDO L. MONDAL
Ratee