

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Engr. Wilmar P. Alfeche

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.42	
b. Students (50%)		2.00	
TOTAL for Instruction	80%	4.42	3.54
2. Research	5%	5.00	0.25
3. Extension	5%	4.87	0.24
4. Administration & Support to Operation	10%	5.00	0.50
5. Production	0%	0.00	0.00
TOTAL			4.53

\*Instructor I - January 1, 2022 to June 30, 2022

EQUIVALENT NUMERICAL RATING: 4.53

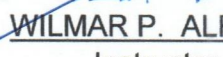
Add: Additional Points, if any:

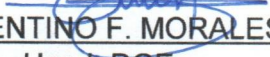
TOTAL NUMERICAL RATING: 4.53

ADJECTIVAL RATING: Outstanding

Prepared by:

Reviewed by:


  
WILMAR P. ALFECHÉ  
Instructor I

  
FLORENTINO F. MORALES, JR.  
Head, DGE

Recommending Approval:

  
JANNET C. BENCURE  
Dean, CET

Approved:

  
BEATRIZ S. BELONIAS  
Vice President for Academic Affairs



**VISAYAS**  
STATE UNIVERSITY



**DEPARTMENT OF GEODETIC  
ENGINEERING**

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"Exhibit B"

**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)**

I, WILMAR P. ALFECHE, a faculty member of the DEPARTMENT OF GEODETIC ENGINEERING commit to the deliver and agree to be rated on the attainment of the following targets with accomplishment in accordance with the indicated measures for the period January 1, 2022 to June 30, 2022.

Approved:

  
**WILMAR P. ALFECHE**

Instructor I

Date: July 25, 2022

  
**FLORENTINO F. MORALES JR.**

Department Head

Date: July 25, 2022

  
**JANNET C. BENCURE**

College Dean

Date: July 25, 2022

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										
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							
	<u>PI 9</u> : 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 Moodle or Google Classroom							
	<u>PI 10</u> . 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										

	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	<i>Handles and teaches courses assigned</i>	70	42.6	5	5	5	5.00	ESci 122, GEng 197 Csci 143, GEng 114 GEng 134
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	9	5	5	5	5.00	GEng 114: Lec: Lab: Y012 Y015 Y013 Y016 Y014 Y017 Y018 GEng 134: Lec: Lab: Y050 Y052
		<b>A11.</b> 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	2	2	5	5	5	5.00	Geng 134: Joyce Gopio Elwish Ramilla
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	1	2	5	5	5	5.00	CET TOS Preparation Seminar, DGE VSUEE and OBS Training
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	13	10	5	5	5	5.00	GEng 114: 5 GEng 134: 5
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	15	10	5	5	4	4.67	GEng 114: 5 GEng 134: 5
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	8	10	4	4	4	4.00	GEng 114: 6 GEng 134: 4
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	<i>Acts as academic adviser to students</i>	63	63	5	5	5	5.00	BSGE
		<b>A17.</b> Number of students advised on thesis/ field practice/special problem:		1	1	5	5	5	5.00	Student Name: Clarissa Asid
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	1	1	5	5	5	5.00	Student Name: Phil Jan Seron



		<b>A18</b> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	15	40	5	5	4	4.67	Consultations are recorded through google forms and student emails
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19</b> . Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	5	5	5	5.00	VSU-GEPSC
		<b>A20</b> . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1	5	5	5	5.00	VSU-GEPSC
	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21</b> : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	3	2	5	5	4	4.67	GEng 114 and GEng 134
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	3	2	5	5	4	4.67	GEng 114 and GEng 134
		Flexible Instructional Materials			2	5	5	4	4.67	GEng 114 and GEng 134
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	3	13	5	5	5	5.00	GEng 114: 8 Geng 134: 5
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	13	10	5	5	5	5.00	GEng 114: 7 Geng 134: 3
		<b>A 23</b> : 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							

		<b>A 24 :</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	3	3	5	5	5	5.00	GEng 114, GEng 134, and GEng 146
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> 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		2	5	5	4	4.67	Institutional AACUP Accreditation - Documentation for CET Media Activities, Table of DGE Research Activities
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal		1	5	5	4	4.67	DGE Vaccinations Status Survey for Students
<b>UMFO 3 . RESEARCH SERVICES</b>										
	<b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	<b>A27.</b> 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	1						
	<b>PI 2.</b> Number of research outputs completed within the year *	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research project within the year	1						
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29.</b> 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						
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>		1						



	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	1	1	5	5	5	5.00	Comprehensive Baseline Documentation and Product-Market Profiling of the Jackfruit Industry in Philippines
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)								
		<b>A 33.</b> 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							
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
<b>UMFO 4. EXTENSION SERVICES</b>										
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> 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	5	5	5	5.00	LGU-Baybay City
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	30	152	5	5	4	4.67	GIS Training for Baybay City LGU: GIS Applications for CDRA Development

	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implementes duly approved extension projects	1	1	5	5	4	4.67	Baybay City's Water-Invoked Hazard-Prone Household Identification, Mitigation and Emergency Response
	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> 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	85%	95%	5	5	5	5.00	GIS Training for Baybay City LGU: GIS Applications for CDRA Development
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries		5	5	5	5	5.00	Drone Survey and Mapping of Landslide Affected Areas - Ambacan, Bunga, Canipa, Kantagnos, Mailhi
	Research Mentoring	Research Mentor								
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant								
	Evaluator	Evaluator								
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							



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		zero non-conformity					2nd ISO Surveillance Audit
	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					
	Survey and Mapping Activities	Created Landslide Post-Disaster Assessment of Baybay ity		5	5	5	5	5.00	Drone Survey and Mapping of Landslide Affected Areas - Ambacan, Bunga, Can-ipa, Kantagnos, Mailhi
	Surveying Training Activities	Conducted Survey Instruments Basic Training for VSU Engineering Team		2	5	5	5	5.00	Total Stations and Automatic Level Basic Training
	Number of Activities Implemented for the Sports and Socio-Cultural Committee for the College and Department Level	Presided committee meetings and implemented planned activities for the Sports and Socio-Cultural Committee.		15	5	5	5	5.00	College Activities: 3 Dep't Activities: 2 Committee Meetings Presided: 10
	Number of Orientations Conducted as Course Coordinator	Conducted orientations for assigned courses		1	5	5	5	5.00	BSGE Survey Camp
	On program accreditations	Implemented initiatives and prepared required fiels for accreditation.		3	5	5	5	5.00	Creation of online repository for AACUP files and prepared the compliance matrix and supporting documents for Area II.

		On institutional accreditations	Compiled documents for institutional accreditation		1	5	5	5	5.00	Institutional AACUP Accreditation - Documentation for CET Media Activities, Table of DGE Research
<b>UMFO 6. General Admin. &amp; Support Services (GASS)</b>										
	<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint	5	5	5	5.00	
	<b>PI 3:</b> Additional Outputs	<b>A 47.</b> 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		4	5	5	5	5.00	Creation of File Trackers for AACUP Files and TOS Submissions.  Creation of DGE INC Database, and BSGE Enrollment guide for advisers
		<b>A 48.</b> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
	<b>Total Over-all Rating</b>								171.00	
	<b>Average Rating</b>								4.89	
	<b>Adjectival Rating</b>								"O"	Outstanding

<b>Average Rating (Total Over-all rating divided by 4)</b>			"O"
<b>Additional Points:</b>			
<b>Approved Additional points (with copy of approval)</b>			
<b>FINAL RATING</b>			"O"
<b>ADJECTIVAL RATING</b>			OUTSTANDING

**Comments and Recommendations for Development Purposes:**

*Pursue MS Degree based on the Approved FBP*

Evaluated & Rated by:

*FLORENTINO F. MORALES, JR.*  
Head, DGE

Date: *July 25, 2022*

Recommending Approval

*JANNET C. BENCURE*  
Dean, CET

Date: *July 25, 2022*

Approved by:

*BEATRIZ S. BELONIAS*  
VP Academic Affairs

Date:

1 - Quality

2 - Efficiency

3 - Timeliness

4 - Average



## Exhibit I

**PERFORMANCE MONITORING FORM**Name of Employee: **Engr. Wilmar P. Alfeche**

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	Teach professional/basic courses/subjects (GEng 114, GEng 134n, GEng 146)	Assessment and students' grades per course taught	February 2022	June 2022	July 22, 2022	impressive	Outstanding	
2	Assist students through advising and consultation	Improved student performance	February 2022	June 2022	July 22, 2022	impressive	Outstanding	
3	Develop/revise the syllabus and instructional materials	OBE Syllabus approved by the Dept. Review Committee and verified by the Dean and IMD Head	February 2022	March 2022	March 2022	impressive	Very Satisfactory	
		on-line course ware developed and submitted	February 2022	June 2022	July 2022	impressive	Outstanding	Has uploaded supplemental materials like lab exercise and videos in VSUEE
4	Assess students and submit grades to measure students' performance	Assessment and Grades submitted to registrar	February 2022	June 2022	July 2022	impressive	Outstanding	Submitted grades online and hard copy

5	Participate in all activities conducted by the department, college and the university	CET Strategic Planning and RDE Agenda Setting Workshop 2022 Seminar-workshop on TOS Preparation and Tips on Making Examination in VSUEE Celebration of CET Week 2022 DGE Teambuilding 2022 CET Team Building 2022 Training on UAV Operation	January-June 2022	June 2022	June 2022	impressive	Outstanding	Participated in all activities conducted by the department, college and the university
6	Perform other functions assign by the head, dean and the university	Chairman, Social, Cultural and Sports Committee of CET and DGE	March 2022	December 2022		impressive	Outstanding	

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

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

Prepared by:



**FLORENTINO F. MORALES, JR.**

Head



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Wilmar P. Alfeche

Performance Rating: \_\_\_\_\_

**Aim:** Engr. Alfeche as an effective and efficient implementor of the new OBE'dized four (4) year degree program in Bachelor of Science in Geodetic Engineering (BSGE) as provided for in the new CMO 89, s. of 2017 and the department's RDE Agenda in his field of specialization.

**Proposed Interventions to Improve Performance:**

Date: January 2022

Target Date: June 2022

**First Step:**

Orientation on the Outcomes-Based Education principles, provisions of the new Policies, Standards, and Guidelines in offering the new BSGE curriculum as provided for in CMO 89, s. 2017 will be given. He should likewise attend training, conferences, and conventions to strengthen his competencies and qualifications.

**Next Step:**

Re-orientation on Outcomes-Based Education principles, provisions of the Policies, Standards, and Guidelines in offering the BSGE curriculum as provided for in CMO 89, s. 2017. He should likewise adopt the new teaching strategies.

**Outcome:**

Finalize and submit the Student Learning Guide (Module) and Outcomes-Based (OBE) Teaching and Learning (OBTL) Syllabus in accordance with the minimum requirements provided by the CMO 89, s. 2017 and the university. The faculty will implement OBE in all his subjects. The department's instruction, research, and extension activities are implemented through attending virtual classes, training, seminars, and conferences.

**Final Step/Recommendation:**

Engr. Alfeche should pursue an MS degree in line with his field of study.

Prepared by:



Florentino E. Morales, Jr.

Head, Dept. of Geodetic Engineering

Conforme:



Wilmar P. Alfeche

Name of Ratee Faculty