

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: ANALYN M. MAZO

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2 x 3)
1. Instruction			
a. Dean (50%)		$4.98 \times 0.5 = 2.49$	1.245
b. Students (50%)		$5 \times 0.5 = 2.50$	1.25
TOTAL for Instruction	50%		
2. Research	20%	4.96	0.992
3. Administration	30%	5	1.5
TOTAL RATING			4.987

EQUIVALENT NUMERICAL RATING:

4.98

Add: Additional Points, if any:

TOTAL NUMERICAL RATING

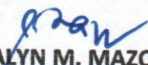
4.98

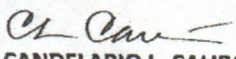
ADJECTIVAL RATING:

Outstanding


Prepared by:

Reviewed by:


ANALYN M. MAZO
Name of Faculty


CANDELARIO L. CALIBO
Dean

Approved:


EDGARDO E. TULIN
President

Visayas State University
DEPARTMENT OF BIOLOGICAL SCIENCES
Visca, Baybay City, Leyte
INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (IPCR)

I, ANALYN M. MAZO, DBS head, 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, 2016.


ANALYN M. MAZO

Head

Date:


CANDELARIO L. CALIBO

Dean, CAS

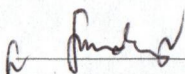
Date:

MFO No.	MFO Description	Success/Performance Indicator (PI)	Task Assigned	Target	Actual Accomplishment	Rating				Remark
						Quality	Efficiency	Timeliness	Average	
UMFO	1: Advanced Education Services									
DBS MFO 1. Graduate Degree Program										
	PI 1: Number of graduate degree specializations offered and monitored	Facilitate offering of graduate programs	3	3	5	5	5	5		
	PI 2: Total FTE monitored									
	PI 4: Other accomplishments									
	Number of proposed graduate degree program	Facilitate the revisions of the MS Biology proposal	1	1	5	5	4.5	4.833		
DBS MFO 2. Graduate Student										
	PI 1: Number of graduate students advised	Serve as academic adviser of MaEd Major in BioSci students	2	2	5	5	5	5		
UMFO 2. Higher Education Services										
DBS MFO 1. Curriculum Program										
	PI 1: Total FTE monitored	Teach undergraduate subjects			5	5	4.5	4.833		
	PI 3: Average passing percentage in licensure examinations in mandated programs	Not Applicable								

	PI 8: Number of students advised for their academic and thesis concerns	Serve as thesis adviser/committee chair/members of BS Bio students; advice students for their academic load	150	160	✓	✓	✓	✓	
	PI 10: Number of instructional materials developed/revised	Revise instructional material	1	1	✓	✓	✓	✓	Revised IM in Biol 117
	PI 11: Number of OBE compliant syllabus prepared	Make OBE syllabus	Jan-June accomplishment						
DBS MFO 3. RESEARCH									
	PI 3: Number of research project/study conducted and/or completed on schedule	Conduct two studies under 2 projects	2	2	✓	✓	✓	✓	
	PI 4: Number of research proposals submitted	Submit research proposal	1	2	✓	✓	4.5	4.833	Submitted study under river project & CHED DARE TO for funding
	PI 5: Number of research proposals approved	CHED DARE TO project	1	2	✓	✓	✓	✓	
	PI 6: Amount of money generated from the institution funding	River Project	300,000	300,000	✓	✓	✓	✓	
	PI 9: Amount of money generated from outside funding	CHED DARE TO project	10M	10M	✓	✓	✓	✓	
DBS MFO 4. Extension services									
	Number articles reviewed for peer-reviewed journals	Review articles for	1	5	✓	✓	✓	✓	Reviewed articles for the NSU journal
DBS MFO 5. Support to operation									
	OVPI MFO 1 Faculty Development Services	Facilitated the crafting of the FDP of DBS	1	1	✓	✓	✓	✓	
	OVPI MFO 2 Faculty Recruiting/Hiring Services								
	PI 1: Number of new faculty recommended for hiring aligned with ISO standards	Facilitate hiring of new faculty members	3	4	✓	✓	✓	✓	
	OVPI MFO 4 Program and institutional Accreditation Services								
	PI 2: Percentage of degree program compliant with CHED								
	PI 4: Number of PPP made/reviewed for the Level III Phase I AACUP accreditation	Coordinated/edited and made PPP for BS Bio AACUP accreditation	11	11	✓	✓	✓	✓	Made PPP for Area X, substitute in-charge for Area I & facilitated/ coordinated submission of PPP for other areas

	PI 5: Number of documents gathered	Gathered documents for Area I of BSBiol Level III Phase I accreditation	10	20	5	5	5	5	
	PI 6: % of documents gathered and compiled for Institutional Accreditation	Member of the committee under Area II of the Institutional Accreditation	80%	100%	5	5	5	5	Gathered some documents for Area II & coordinated the collection of other documents
DBS MFO 6: General Administration and Support									
	PI 1: Zero complaints from clients	Receive complaints	100%	100%					
	PI 2: Additional outputs								
	Number of management meetings attended	Attend meetings	7.0	8	5	5	5	5	
	Number of management meetings conducted	Preside monthly and special meetings	6	7	5	5	5	5	
	Number of recommendations made for the approval of the administration to enhance the unit's capabilities and better improve its services	Make recommendations for faculty and staff development	10	13	5	5	5	5	
	Number of requests made for approval by the administration to address some academic/office concerns	Make requests for personnel and office improvements	10	10	5	5	5	5	
	Number of Purchase requests made for materials/equipment needed for smooth laboratory and office operation	Facilitate purchase of materials/equipment	30	35	5	5	5	5	
	Number of job/letter requests made for the lecture/laboratory rooms and office maintenance	Facilitate requests for facilities/equipment maintenance	3	3	5	5	5	5	
	Number of PPMP made	Made the PPMP of DBS	1	1	5	5	5	5	
Total Over-all Rating								119.49	
Average Rating								4.978	
Adjectival Rating								Outstanding	

Received by:


Planning Officer

Date: _____

Calibrated by:


REMBERTO A. PATINDOL, PhD

Chairman, PMT

Date: _____


Recommending Approval:


BEATRIZ S. BELONIAS, PhD

Vice Pres. for Instruction

Date: _____

Approved:


EDGARDO E. YULIN, PhD

President

Date: _____