

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Engr. Eulalio C. Colubio, Jr.

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.48	
b. Students (50%)		2.50	
TOTAL for Instruction	90%	4.98	4.48
2. Research	0%	0.00	0.00
3. Extension	0%	0.00	0.00
4. Support to Operation	5%	4.67	0.23
5. Administration	5%	4.89	0.24
TOTAL			4.96

*Instructor I- July-December 2019

EQUIVALENT NUMERICAL RATING:

4.98

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.96

ADJECTIVAL RATING:

Outstanding

Prepared by:

EULALIO C. COLUBIO, JR.
Name of Faculty

Reviewed by:

DIANA CHRISTA G. MILLOZA
Head, Dept. of Geodetic Eng'g

Recommending Approval:

ROBERTO C. GUARTE
Dean, College of Eng'g

Approved:

BEATRIZ S. BELONIAS
Vice President for Instruction



VISAYAS
STATE UNIVERSITY



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"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Eulalio C. Colubio, Jr., of the Department of Geodetic Engineering 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 2019.

EULALIO C. COLUBIO JR.

Ratee

Date:

Approved:

DIANA CHRISTA G. MIDLOZA

Department Head

Date:

5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory
2 - Fair
1 - Poor

MFO & Performance Indicators (PI)	Program/Activities/ Projects	Tasks Assigned	Target for July-December 2019	Actual Accomplishment		Rating				Remarks
				% Accomplishment as of December 2019	Details of Accomplishment	Quality	Efficiency	Timeliness	Average	
MFO 1. Advanced Education Services										
MFO 2. Higher Education Services										
PI 1. Number of FTE coordinated and implemented	Teaching	Teaches two (2) BSGE subjects equivalent to 6 FTE	6	150.00%	9	5	5	5	5.00	Geng 133c, Geng 123 Geng 113
PI 2. Number of Degree Programs Compliant to CMO supervised and implemented	Supervision/ Monitoring	Ensures degree program offered in the dept are in compliant to CMO	1	100.00%	1	5	5	5	5.00	All syllabus for the subjects assigned are created in accordance with CMO No. 89

PI 3. Percentage passing in licensure in mandated programs (Geodetic Engineering)	Monitoring	Monitors the number of takers and passers in licensure exam	5	100.00%		5	5	4	4.67	At least 5 students taking the board exam in Manila are monitored properly.
PI 4. Number of Graduates within prescribed period produced (BSGE)	Monitoring/ Mentoring	Monitors and mentors students to finish on prescribed period	5	100.00%	5	5	5	4	4.67	At least 5 students were advised to finish on time.
PI 5. Number of Academe/Industry linkage established	Linkage establishment	Prepares MOU, recommends students for field practice	5	120.00%	6	5	5	4	4.67	Six students were sent to private firms for OJT with MOU.
PI 6. Student Advising and Consultation Services Coordinated:										
Number of hours spent on student manuscript outline/special problem consultation	Advising	Spends ten (10) hours a year	5	240.00%	12	5	4	4	4.33	Manuscript of the two students (Dandoy and Tagalog) were checked
Number of hours spent on student consultation other than manuscript outline/special problem consultation	Consultation/tutoria	Spends 2 hours per week or 80 hours a year	40	125.00%	50	5	5	5	5.00	Manuscript of the two students (Dandoy and Tagalog) were checked, including special study topics of E. Napoles
Number of organizations advised	Advising	Advises/guides one (1) organization	1	0.00%	0					
Number of student-related activities assisted	Supervising	Assists/coordinates one (1) student-related activity	1	0.00%	0					

Number of Approved Manuscript submitted within the prescribed period	Advising/checking	Checks and approves all submitted manuscript	2	100.00%		5	5	4	4.67	Manuscript of the two students (Dandoy and Tagalog) were checked
PI 8. Number of instructional materials developed/revised and utilized:	Formulation/Preparation/Construction									
Syllabi										
Revised		Revises one (1) syllabus per sem or two (2) in a year	1	300.00%	3	5	5	4	4.67	Geng 123, Geng 113, Geng 133
Instructional Manual										
Revised		Prepares and revises two (2) lecture materials	2	50.00%	1	5	5	4	4.67	Geng 133
Lab Manual										
Revised		Revises and formulates one (1) laboratory manual	1	600.00%	6	5	5	4	4.67	4 for Geng 123, 2 Geng 133
Powerpoint										
New Powerpoint lecture (per course)		Prepares 2 (courses) powerpoint presentation	2	400.00%	8	5	5	4	4.67	Geng 113
PI 9. Number of grade sheets submitted on prescribed period	Assessment of students performance	Conducts 10 quizzes, 8 long exams, 4 term exams or a total of 22 assessments in a year	22	145.45%	32	5	5	4	4.67	Geng 123, Geng 113, Geng 133

	Assessment of students performance	Checks 10 quizzes, 8 long exams, 4 term exams or a total of 22 assessments in a year	22	145.45%	3	5	5	4	4.67	Geng 123, Geng 113, Geng 133
	Assessment of students performance	Computes and submits 4 midterm and 4 final grades	8	100.00%	8	5	5	4	4.67	Geng 123, Geng 113, Geng 133
	Assessment of students performance	Verifies and signs 20 grade sheets	20	100.00%	20	5	5	4	4.67	Geng 123, Geng 113, Geng 133

[illegible]


No. of seminar/training presentations prepared										
No. of seminar/training presentations prepared										
MFO 4. Support to Operations										
PI 1. Number of seminars/trainings/conventions/workshops coordinated for entire university	Organization and coordination of conference									
	Organization and coordination of conference									
	Organization and coordination of conference									
	Organization and coordination of conference									
PI 2. Additional Outputs										
Number of services (surveying) rendered to VSU	Technical services	Provide at least one (1) support services to VSU	1	100.00%	1	5	5	4	4.67	Conducts GIS trainings for Land Use Development and Infrastructure Plan
MFO 5. General Administration and Support Services (GASS)										
PI 1. Number of academic lecture/laboratory rooms maintained	Maintenance of Rooms assigned to DGE	Prepares and implements maintenance schedule	2	100.00%	2	5	5	4	4.67	Purchased own money to battery of South Total Station in the Laboratory Room

		Supervises in the maintenance	1	100.00%	1	5	4	4	4.33	Supervised Carlo Jimm Bagarinao to update instruments calibration and repair damaged
PI 2. Number of research Laboratory facilities maintained	Maintenance of facilities	Prepares and implements schedule of facilities inventory								
		Supervises in the inventory at least once a year	1	100.00%	1	4	5	5	4.67	Supervised Carlo Jimm Bagarinao to update instruments inventory
PI 3. Number of hours spent on monitoring	Monitoring of faculty and staff	Spends one (1) hour per week or 40 hours per year in monitoring on "wearing of prescribed uniform, in logging in/out, and on classes handled by DGE faculty".								
PI 4. Number of hours spent on coaching	Coaching of faculty and staff	Spends 1 hour per month or 5 hours per year in coaching (by individual/group)								
		Conducts regular meeting with DGE staff/faculty four (4) times a year or 9 hours per year								
PI 5. Number of hours spent on performance tracking	Tracking of faculty and staff performance	Assigns the four (4) faculty members faculty workload and/or work assignments								
PI 6. Number of office and laboratory equipment/facilities purchased	Strengthening of laboratory facilities	Prepares request to purchase 2 laboratory facilities/equipment								


PI 7. Number of documents attended and served		Signs at least 50 documents								
PI 8. Zero percent complaint from client served		Monitors complaints								
Number of PIs Filled-up							20			
Total Overall Rating							93.7 <i>ds</i>			
Average Rating							99.0			
Adjectival Rating							4.62 <i>ds</i>			
							4.95			
							0			

Average Rating (Total Over-all rating)				93.7 <i>ds</i> 99.00
Additional Points:				
Punctuality				
Approved Additional points (with				
FINAL RATING				4.62 <i>ds</i> 4.95
ADJECTIVAL RATING				OUTSTANDING


Evaluated by:


DIANA CHRISTA G. MILLOZA
 Head, Dept. of Geodetic Engineering
 Date: _____

Recommending Approval:


ROBERTO C. GUARTE
 Dean, College of Engineering
 Date: _____

Approved by:


BEATRIZ S. BELONIAS
 Vice President for Instruction
 Date: _____

Comments & Recommendations for development Purpose:

- Attend training & Seminar
- Submit research and/or extension proposal
- Finish graduate studies

1 - Quality

2 - Efficiency

3 - Timeliness

4 - Average

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: Engr. Eulalio C. Colubio, Jr.

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 three (3) professional/basic courses/subjects (GEng 133c, GEng 123, Geng 133)	Students' grade per course taught and Student Performance Evaluation From (CQI Form 6)	August 2019	December 2019	December 2019	impressive	Outstanding	Improve performance with respect to students' comments on TPES, Pursue graduate studies and attend trainings and seminars to improve teaching skills
2	Assist students through advising and consultation	Improved student performance	August 2019	December 2019	December 2019	impressive	Outstanding	Provide more interventions for the students' improvement of performance
3	Develop/revise syllabus and instructional materials	Syllabus and IMs approved by the Dean and IMs approved by MMDC	August 2019	December 2019	December 2019	Needs improvement	Very satisfactory	Should develop lecture and lab manuals, following the format prescribed by MMDC.
4	Assess students and submit grades to measure students' performance	CQI Form #6, Grades submitted to registrar	August 2019	December 2019	January 2020	Needs improvement	Very satisfactory	Should submit Form #6 on time grades and CQI

5	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	July 2019	December 2019	December 2019	Needs improvement	Very satisfactory	Should participate actively in all activities
6	Perform other functions assign by the head, dean and the university	OJT Coordinator	July 2019	December 2019	December 2019	impressive	Outstanding	Performs functions duly assigned to him

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

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

Prepared by:



DIANA CHRISTA G. MILOZA
Unit Head

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: Department of Geodetic Engineering

Head of Office: Engr. Diana Christa G. Milloza

Name of Faculty/Staff: Engr. Eulalio C. Colubio, Jr. Signature:  Date: July 28, 2020

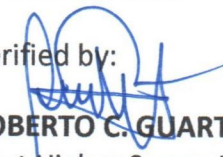
Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring Discussion of job-related accomplishments, problems and plans	Class Observation: The department head conducted class observation of all the faculty members once in every semester	Participation of the faculty member was monitored in the different activities sponsored by the department, college and the university.		DGE Regular Monthly Meeting Attendance to Activities Committee Meetings	All faculty members were informed of the class observation during the meeting
Coaching Discuss ways to improve the execution of assigned tasks		Teaching Performance Evaluation Result especially the negative feedbacks from the student were discussed in the department regular meeting on August 10, 2018. Coaching was conducted afterwards.	Memoranda for the preparation and submission of OBE Syllabus for the 2 nd semester and submission of grades were release January 18, 2019 and March 21, 2019 respectively.	DGE Notice of Regular Meeting (January 08, 2019)	All faculty members were given a copy of the excerpt of APB minutes regarding the student evaluations.

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

Conducted by:


DIANA CHRISTA G. MILOZA
Immediate Supervisor

Verified by:


ROBERTO C. GUARTE
Next Higher Supervisor

cc: OVPI
ODAHRD
PRPEO