

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **LUZ GENESTON ASIO (Assistant Professor 2)**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)		5.00	
b. Students			
Total for Instruction	75%	5.00	3.75
2. Research			
a. Client/Dir. for Research			
b. Dept. Head/Center Director		5.00	
Total for Research	25.00%	5.00	1.25
3. Extension			
a. Client/Dir. for Extension			
b. Dept. Head/Center Director			
Total for Extension	0.00%		
4. Administration	0.00%		
5. Production	0.00%		
TOTAL	100%	10.00	5.00

EQUIVALENT NUMERICAL RATING: **5.00**


Add: Additional Points, if any:


TOTAL NUMERICAL RATING: **5.00**

ADJECTIVAL RATING: **OUTSTANDING**


Prepared by:

Reviewed by:



LUZ GENESTON ASIO
Name of Faculty


ULYSSES A. CAGASAN
Head, Department of Agronomy

Recommending Approval:


VICTOR B. ASIO, Ph.D.
Dean, College of Agriculture and Food Science


Approved by:


BEATRIZ S. BELONIAS
Vice President, Instruction

"Exhibit B"


INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Luz Geneston Asio, a faculty member of the DEPARTMENT OF AGRONOMY 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 January to June 2020.


LUZ GENESTON ASIO
 Assistant Professor 2
 Date: January 21, 2020

Approved:


ULYSSES A. CAGASAN
 Department Head
 Date:


VICTOR B. ASIO
 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										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Teaches assigned graduate courses	4	7	5	5	5	5.00	
	PI 8: Number of graduate students advised *	A2. Number of students advised	Supervise graduate advisees	4	5	5	5	5	5.00	
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	3	4	5	5	5	5.00	
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	1	4.8	4.8	4.8	4.80	
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	5	6	5	5	5	5.00	

	PI 9: Number of instructional materials developed *	A5. 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	2	in-progress					
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	in-progress					
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	in-progress					
		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	2	in-progress					
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	in-progress					
	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	1	in-progress					
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	4	3.45	4.8	4.8	4.8	4.80	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	6	10	5	5	5	5.00	
		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	2	2	4.8	4.9	4.8	4.83	

		<u>A12</u> . Number of trainings attended related to instruction	Attend mandated trainings							
		<u>A13</u> . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	5	5	5	5	5.00	
		<u>A14</u> . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	6	9	5	5	5	5.00	
		<u>A15</u> . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	25	30	5	4.9	4.8	4.90	
	<u>PI 8</u> : Number of students advised: *	<u>A16</u> . Number of students advised:	Acts as academic adviser to students	35	44	5	5	5	5.00	
		<u>A17</u> . Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	3	4	5	5	5	5.00	
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	2	4	4.8	5	4.8	4.87	
		<u>A18</u> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	5	6	4	5	5	4.67	
	<u>PI 9</u> : Number of student organizations advised/ assisted *	<u>A19</u> . Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	4.8	5	4.8	4.87	
		<u>A20</u> . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
	<u>PI 10</u> : Number of instructional materials developed *	<u>A 21</u> : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	1	in-progress					

	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							
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year							
	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	2	1	4	4	5	4.33	
		<i>In refereed int'l journals</i>		2	1	5	4	5	4.67	
		<i>In refereed nat'l/regional journals</i>								
	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 for a/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
	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	1	2	4	5	4	4.33	
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							

	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant								
	Evaluator	Evaluator								
	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							
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *								
		A 43. 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										
OVPFI 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 theQMS 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	4	5	5	4.67		
		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	5	4	5	4.67		
		On program accreditations								
		On institutional accreditations								
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		Zero % complaint	5	5	4	4.67	
	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							
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
	Total Over-all Rating								106.07	
	Average Rating					4.77	4.84	4.85	4.82	
	Adjectival Rating								OUTSTANDING	

Comments and Recommendations for Development Purpose:


Maintain outstanding rating and publish articles in the refereed journals

- 1- Quality
- 2- Efficiency
- 3- Timeliness
- 4- Average

Evaluated & Rated by:


ULYSSES A. CAGASAN
 Department Head, Agronomy
 Date:

Recommending Approval


VICTOR B. ASIO
 Dean, CAFS
 Date:

Approved by:


BEATRIZ S. BELONIAS
 Vice President for Instruction
 Date:

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: LUZ G. ASIO
Performance Rating: OUTSTANDING

Aim: To enhance performance in teaching, and publish research output

Proposed Interventions to Improve Performance

Date: January 30, 2020

Target Date: January to December 31, 2020

First Step:

Attend trainings and seminars and present papers in scientific conferences

Result:

Improved performance in teaching strategies
Publish research article in refereed journal

Target Date: July 1 to Dec. 31, 2020

Next Step:

Write scientific publications and develop project proposal

Outcome: Submitted paper for evaluation in refereed journals and submitted research proposal for funding

Final Step/Recommendation:

Maintain outstanding rating and publish research articles in refereed journals

Prepared by:


ULYSSES A. CAGASAN
Unit Head

Conforme:


LUZ G. ASIO
Name of Ratee Faculty/Staff