

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: ARGIE R. BUCAL

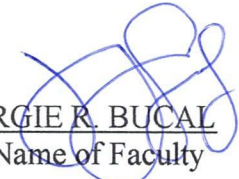
Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
6. Instruction			
c. Head/Dean (50%)		2.37	
d. Students (50%)		2.3620	
Total for Instruction	90%	4.7357	4.2611
7. Research			
c. Client/Dir. for Research (0%)			
d. Dept. Head/Center Director (0%)			
Total for Research			
8. Extension			
c. Client/Dir. for Extension (0%)			
d. Dept Head/Center Director (0%)			
Total for Extension			
9. Administration & Support to Operations	10%	5.00	0.50
10. Production			
TOTAL			4.7661

EQUIVALENT NUMERICAL RATING: 4.7661


Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.7661ADJECTIVAL RATING: Outstanding


Prepared by:


ARGIE R. BUCAL
Name of Faculty

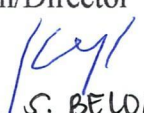
Reviewed by:


ELDON P. DE PADUA
Department Head

Recommending Approval:


JANNET C. BENCURE
Dean/Director

Approved:


BEATRIZ S. BELONIAS
ROTACIO S. GRAVOSO
Vice President



VISAYAS
STATE UNIVERSITY



**DEPARTMENT OF AGRICULTURAL
AND BIOSYSTEMS ENGINEERING**


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"Exhibit B"


INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ARGIE R. BUCAL, a faculty member of the DEPARTMENT OF AGRICULTURAL AND BIOSYSTEMS ENGINEERING commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period August to December 2023.

Approved:


ELDON P. DE PADUA
Department Head
Date:


JANNET C. BENCURE
Dean, CET
Date:


ARGIE R. BUCAL
Instructor I
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	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							
		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							
	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							
		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							

		<i>A 7 : Number of virtual classroom created and operational</i>	<i>Creates virtual classroom using either Moodle or Google Classroom</i>							
	<i>PI 10 . Additional outputs:</i>	<i>A 8. Other outputs implementing the new normal due to covid 19</i>	<i>Designs experiential learning activities and other outputs to implement new normal</i>							
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	<i>Handles and teaches courses assigned</i>		33.5	5	5	5	5.00	
		A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	8	3	5	4	4	4.33	ESci 113, ESci 135 and ESci 132a
		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							
		A12 . Number of trainings attended related to instruction	Attend mandated trainings	3	2	5	5	5	5.00	Seminar on Faculty On-boarding and TOS Making
		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	5	5	5	4	4.67	ESci 113, ESci 135 and ESci 132a
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	15	40	5	5	4	4.67	ESci 113, ESci 135 and ESci 132a
		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	20	10	5	5	4	4.67	ESci 113, ESci 135 and ESci 132a

	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic advisor to students		118	5	4	4	4.33	BSABE 2 students and OJT advisees
		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							
		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript							
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	80	130	5	4	4	4.33	Various BSABE & BSCE, BSME, BSGE students
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advises student organizations recognized by USOO		1	4	4	4	4.00	PSABE VSU Student Chapter
		A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities		1	4	4	4	4.00	PSABE VSU Student Chapter
	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	4						
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	4	4	4	4	5	4.33	ESci 113 instructional modules, ESci 135 laboratory guides and ESci 132a instructional modules

		<i>Supplemental learning resources</i>	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	4	16	5	5	5	5.00	ESci 113, ESci 135 and ESci 132a ppts
		<i>Assessment tools</i>	<i>Prepares assessment tools such as long exam, quizzes, problems sets, etc.</i>	4	46	5	5	4	4.67	ESci 113, ESci 135 and ESci 132a
		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							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	4	3	4	5	5	4.67	ESci 113, ESci 135 and ESci 132a
	PI 11 . Additional outputs	A 25 . Number of Additional outputs accomplished:								
		<i>Program accreditation/evaluation</i>	<i>Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation</i>							
		<i>Agency/firm/Industry linkages</i>	<i>Coordinates with potential firms and maintains linkages with firms willing to accept O.IT students from VSU</i>							
		A 26 . Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
UMFO 3 . RESEARCH SERVICES										

	PI 1. Number of research	A27. Number of research outputs in	Conducts research for							
	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	A 29. Percentage of research	Writes publishable							
		<i>In refereed int'l journals</i>								
		<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 fora/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 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 faculty or student w/ faculty)								
		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							
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							

UMFO 6. General Admin. & Support Services (GASS)										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint	Zero % complaint	5	5	5	5.00	
	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								77.33	
	Average Rating								4.55	
	Adjectival Rating								Outstanding	

Comments & Recommendations for Development Purposes:

Explore strategies to improve your instruction rating.
Attend seminars/conferences/trainings to improve RDE and instruction capabilities.
Conduct RDE projects.

Evaluated & Rated by:


ELDON P. DE PADUA

Department Head

Date:

Recommending Approval:


JANNET C. BENCURE

Dean, CET

Date:

Approved by:


BEATRIZ S. BELONIAS
ROTACIO S. GRAVOSO

Vice President for Academic Affai

Date:

PERFORMANCE MONITORING FORM


Name of Employee: **ARGIE R. BUCAL**

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	Advanced Education - evaluating MSAE admission application	-	-	-	-	-	-	Not Teaching MS
2	Higher Education - Teaching BS courses	Conduct classes, virtual classrooms w/ learning materls. & assessments	7-1-2023	12-31-2023	12-31-2023	VI	O	ESci 113; ESci 135; ESci 132a; ABEn 200b
3	Research services	-	-	-	-	-	-	No Research Conducted
4	Extension services	-	-	-	-	-	-	No Extension services
5	Support to operations	Varied ISO & acad. documents and services	7-1-2023	12-31-2023	12-31-2023	VI	VS	Assigned ISO, acad. documents, etc. done
6	General administration & support services	Varied general documents & services	7-1-2023	12-31-2023	12-31-2023	VI	VS	Assigned gen. docs. & services done

*Either very impressive (VI), impressive (I), needs improvement (NI), poor (P), very poor (VP)

**Outstanding (O), very satisfactory (VS), satisfactory (S), unsatisfactory (US), poor (P)

Prepared by:


ELDON P. DE PADUA
 Head, DABE



EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **Argie R. Bucal**

Performance Rating: _____

Aim: Engr. Argie R. Bucal as an effective instructor, researcher, and extensionist of the Department of Agricultural and Biosystems Engineering (DABE).

Proposed Interventions to Improve Performance:

Note:

Engr. Bucal will be developed into a more effective instructor, researcher, and extensionist of DABE.

Date: August 16, 2023

Target Date: November 30, 2023

First Step

- Re-orientation on the roles and responsibilities of a faculty not only in the area of instruction but also in the areas of research, development, extension and innovation.

Second Step

- Send to relevant trainings/workshops/seminars/short-term courses to improve the technical and professional proficiency of the staff.

Results:

- Improved technical and professional skills.
- Mastery on the delivery of instruction in BSABE curriculum.
- Mastery on making project proposals and implementing/managing approved research and extension projects.

Prepared by:

ELDON P. DE PADUA
Head, DABE

Conforme:

ARGIE R. BUCAL
Instructor, DABE