

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: ARTHUR IT. TAMBONG

| Program Involvement (1) | Percentage Weight of Involvement (2) | Numerical Rating (Rating x %) (3) | Equivalent Numerical Rating (2x3) |
|--|---|--|--|
| 1. Instruction | | | |
| a. Head/Dean (50%) | | 2.40 | |
| b. Students (50%) | | 1.55 | |
| Total for Instruction | 80% | 3.95 | 3.16 |
| 2. Research | | | |
| a. Client/Dir. for Research (0%) | | | |
| b. Dept. Head/Center Director (0%) | | | |
| Total for Research | | | |
| 3. Extension | | | |
| a. Client/Dir. for Extension (0%) | | | |
| b. Dept Head/Center Director (0%) | | | |
| Total for Extension | 10% | 5.00 | 0.50 |
| 4. Administration & Support to Operations | 10% | 5.00 | 0.50 |
| 5. Production | | | |
| TOTAL | | | 4.16 |

EQUIVALENT NUMERICAL RATING: 4.16

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.16

ADJECTIVAL RATING:

Very Satisfactory

Prepared by:

ARTHUR IT. TAMBONG
Name of Faculty

Reviewed by:

ELDON P. DE PADUA
Department Head

Recommending Approval:

JANNET C. BENCURE, Ph.D.
Dean/Director

Approved:

BEATRIZ S. BELONIAS, Ph.D.
Vice President



VISAYAS
STATE UNIVERSITY



**DEPARTMENT OF AGRICULTURAL
AND BIOSYSTEMS ENGINEERING**

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"Exhibit B"
INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ARTHUR IT. TAMBONG, 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 July to December 2021.

ARTHUR IT. TAMBONG

Professor III

Date: 1/24/22

Approved:

ELDON P. DE PADUA

Department Head

Date: 1/24/22

JANNET C. BENCURE

Dean, CET

Date: 1/24/22

| 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 | 2 | 1 | 5 | 5 | 5 | 5.00 | M. Lesidan, J. Hermoso |
| | 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 | | | | | | | |
| | | A 7 : Number of virtual classroom created and operational | Creates virtual classroom using either Moddle or Google Classroom | | | | | | | |
| | PI 10 . Additional outputs: | A 8. Other outputs <u>implementing the new normal due to covid 19</u> | Designs experiential learning activities and other outputs to implement new normal | | 5 | 5 | 5 | 5 | 5.00 | Assisting Varied MS Students on Feasibility Study Preparation-both from VSU and other universities |
| 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 | | 15.65 | 5 | 5 | 5 | 5.00 | |

| | | | | | | | | | | |
|--|--|---|--|----|----|---|---|---|------|---|
| | | A10. Number of grade sheets submitted within prescribed period | Prepares gradesheet and submits on or before deadline | 4 | 4 | 5 | 4 | 5 | 4.67 | ABEn 163, Esci 131n |
| | | A11. 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 | | | | | | | |
| | | A13. Number of long examinations administered and checked | Administers and checks long examination for subjects taught | 4 | 4 | 5 | 4 | 5 | 4.67 | ABEn 163, Esci 131n |
| | | A14. Number of quizzes administered and checked | Prepares and checks quizzes for lec and lab | 4 | 12 | 5 | 5 | 4 | 4.67 | ABEn 163 (2 sections), Esci 131n (2 sections) |
| | | A15. Number of lab reports and term papers checked and graded | Checks lab reports and term papers submitted as required | 4 | 8 | 5 | 4 | 5 | 4.67 | ABEn 163 (2 sections), Esci 131n (2 sections) |
| | PI 8: Number of students advised: * | A16. Number of students advised: | Acts as academic adviser to students | 25 | 41 | 4 | 5 | 5 | 4.67 | 1st year students and OS students |
| | | 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 | | | | | | | |
| | | <u>A18</u> . Number of students entertained for consultation purposes | Entertains students consulting on subject taught, thesis and grades | 10 | 15 | 4 | 5 | 5 | 4.67 | Varied students on subjects taught, grades and theses |
| | <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 | 5 | 5 | 4 | 4.67 | CBI-VSU Chapter |
| | | <u>A20</u> . Number of Student organizations assisted on student related activities | Assists student organizations in implementing student related activities | | 2 | 4 | 5 | 5 | 4.67 | PSABE-PPG VSU Chapter; PSABE-PPG Bicol University Chapter |
| | <u>PI 10</u> : Number of instructional materials developed * | <u>A21</u> : Number of on-line course ware developed and submitted : | Prepares and submits for review by the Technical Review Panel | 2 | | | | | | |

| | | | | | | | | | | |
|--|----------------------------------|---|---|---|----|---|---|---|------|--|
| | | On-line ready courseware | Prepares Instructional module/laboratory guide/workbook or a combination thereof | 2 | | | | | | |
| | | Supplemental learning resources | Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught | 2 | 20 | 5 | 5 | 5 | 5.00 | Varied multi-media instructional materials |
| | | Assessment tools | Prepares assessment tools such as long exam, quizzes, problems sets, etc. | 4 | 22 | 4 | 5 | 5 | 4.67 | Varied assessment tools |
| | | 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 | 2 | | | | | | |
| | | A 24 : Number of virtual classroom created and operational | Creates virtual classroom using either Moddle or Google Classroom | 2 | 2 | 4 | 5 | 5 | 4.67 | MOODLE Classrooms- ABEn 163, Esci 131n |
| | PI 11. Additional outputs | A 25. 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 | | | | | | | |
| | | Agency/firm/Industry linkages | Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU | | 1 | 5 | 5 | 5 | 5.00 | BAFE |
| | | A 26. Other outputs implementing the new normal due to covid 19 | Designs experiential learning activities and other outputs to implement new normal | | 5 | 5 | 5 | 5 | 5.00 | ABEn 156 Laboratory Activities |
| UMFO 3 . RESEARCH SERVICES | | | | | | | | | | |
| | 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-referred or CHED recognized journal within the year | Writes publishable materials out of research outputs and submits for publication | | | | | | | |
| | | <i>In refereed int'l journals</i> | | | | | | | | |
| | | <i>In refereed nat'l/regional</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</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 | | | | | | | |
| | | A 35. Other outputs implementing the new normal due to covid 19 | Designs research related activities and other outputs to implement new normal | | | | | | | |
| UMFO 4. EXTENSION SERVICES | | | | | | | | | | |
| | PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities | A 36. 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 | | 3 | 5 | 5 | 5 | 5.00 | BAFE-EPSP, DA-BAFS, BFAR |
| | PI 2. Number of trainees weighted by the length of training | A 37. Number of trainees weighted by the length of training | Conducts trainings among beneficiaries of technologies for transfer | | 2 | 5 | 5 | 5 | 5.00 | Provided post-training supports and consultation to BAFE and BFAR National Online FS Trainees |

| | | | | | | | | | | |
|--|--|--|---|---|---|---|---|---|------|---|
| | PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs | A 38. Number of extension programs/projects implemented | Implementes duly approved extension projects | | 1 | 5 | 5 | 5 | 5.00 | Project Report Writing for the National Online FS Training Series |
| | PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance | A 39. 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 | | | | | | | |
| | PI 5. Number of technical/expert services | A 40. Number of technical/expert services as/in: | Provides the technical and expert services requested by beneficiaries | | 2 | 5 | 5 | 5 | 5.00 | Consultation service to Kurin-Cebu, BAFE Manila and BFAR-Manila |
| | <i>Research Mentoring</i> | <i>Research Mentor</i> | | | | | | | | |
| | <i>Peer reviewers/Panelists</i> | <i>Peer</i> | | | | | | | | |
| | <i>Resource Persons</i> | <i>Resource Persons</i> | | | 3 | 5 | 5 | 5 | 5.00 | Acts as ABE |
| | <i>Convenor/Organizer</i> | <i>Convenor/Organizer</i> | | | | | | | | |
| | <i>Consultancy</i> | <i>Consultant</i> | | | 2 | 5 | 5 | 5 | 5.00 | Tambong - Kurin |
| | <i>Evaluator</i> | <i>Evaluator</i> | | | | | | | | |
| | 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 | 1 | | | | | | |


| | | | | | | | | | | |
|--|--|---|---|---------------------|---------------------|---|---|---|------|--|
| | PI 11. Additional outputs * | A 42. No. of extension-related awards (extrn. 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 | | 1 | 5 | 5 | 5 | 5.00 | Provided consultations on Feasibility Study Preparation through SMS and FB Messenger |
| 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 | zero non-conformity | 5 | 5 | 5 | 5.00 | ISO 901:2015 |
| | | 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 | 100% compliant | 5 | 5 | 5 | 5.00 | All Accreditations |
| | | On program accreditations | | 0 | 1 | 5 | 5 | 5 | 5.00 | Supported |
| | | On institutional accreditations | | | | | | | | |
| 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 | | 1 | 5 | 5 | 5 | 5.00 | Participation in ISO Certifications and Various Accreditations |
| | | A 48. Other outputs implementing the new normal due to covid 19 | Designs administration/management related activities and other outputs to implement new normal | | 4 | 5 | 5 | 5 | 5.00 | Online Meetings |
| | Total Over-all Rating | | | | | | | | 141.67 | |
| | Average Rating | | | | | | | | 4.89 | |
| | Adjectival Rating | | | | | | | | Outstanding | |

Comments & Recommendations for Development Purposes:

No further recommendations since he has shown excellent performance both in his academic responsibilities and KDE activities.


Evaluated & Rated by:


ELDON P. DE PADUA
 Department Head
 Date: 1/24/22

Recommending Approval:


JANNET C. BENCURE
 Dean, CET
 Date: 1/24/22

Approved by:


BEATRIZ S. BELONIAS
 Vice President for Instruction
 Date: 1/24/22

PERFORMANCE MONITORING FORM


Name of Employee: **TAMBONG, ARTHUR I.**

| 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 | Evaluated application docs. | 7-1-2021 | 12-31-2021 | 12-31-2021 | VI | O | Done |
| 2 | Higher Education - Teaching BS courses | Virtual classrooms w/ learning materls. & assessments | 7-1-2021 | 12-31-2021 | 12-31-2021 | VI | O | ABEn 163, ESci 131n |
| 3 | Research services | - | - | - | - | | | - |
| 4 | Extension services | Conduct BAFE training; prepare BFAR MOA | 7-1-2021 | 12-31-2021 | 12-31-2021 | VI | O | BAFE Training conducted |
| 5 | Support to operations | Varied ISO & acad. documents and services | 7-1-2021 | 12-31-2021 | 12-31-2021 | VI | VS | Assigned ISO, acad. documents, etc. done |
| 6 | General administration & support services | Varied general documents & services | 7-1-2021 | 7-1-2021 | 12-31-2021 | 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