

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Rating Period: JULY-DECEMBER 2024

Name of Faculty Member:

AL FRANJON M. VILLAROYA

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2x3)
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head (50%)		4.64 x 50% = 2.320	
b. Students (50%)		5.00 x 50% = 2.500	
TOTAL for Instruction	40%	4.82	1.928
2. Research	5%		
a. Client/Director for Research			
b. Dept. Head/Center Director		4.00 x 5% = 0.200	0.200
TOTAL for Research			
3. Extension	10%		
a. Client/Director for Extension			
b. Dept. Head/Center Director		4.00 x 10% = 0.400	0.400
TOTAL for Extension			
4. Production			
5. Administration/Other Services	45%	4.64 x 45% = 2.088	2.088
TOTAL	100%		4.616

EQUIVALENT NUMERICAL RATING: 4.616

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.616

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

AL FRANJON M. VILLAROYA

Name of Faculty

Reviewed by:

ABSTAIN

Department Head

Recommending Approval:

GLENN G. PAJARES

Dean, CAS

Approved by:

ROTACIO S. GRAVOSO

Vice President for Academic Affairs

# INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, AL FRANJON M. VILLAROYA, a faculty member of the DEPARTMENT OF DEPARTMENT OF PHILOLSOPHY & SOCIAL SCIENCES commit to the deliver and agree to be rated on the the following targetsin accordance with the indicated measures for the period July-December 2024

Approved:

AL FRANJON M. VILLAROYA

Associate Professor V

Date: 1/3/25

GLENN G. PAJARES

DEAN, CAS

Date: 1/14/25

Date: 1/3/22

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target (Jan. - Dec)	Actual Accomplishment	Rating					REMARKS (Indicators in percentage should be
						Quali ty	Eficie ncy	Time liness	Aver age		
UMFO 2. HIGHER EDUCATION SERVICES											
OVPI MFO 3. Higher Education Management Services											
	PI 6: Number of programs accredited	A 1. Number of programs accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or	1	1	4	4	4	4.00	COPC AB Philosophy	
	PI 10: Total FTE, coordinated, implemented and monitored *	A 2. Actual Faculty's FTE	Handles and teaches courses assigned	9 units	19.15	5	5	5	5.00		
	PI 11: Number of new revised curricular proposals submitted	A 3. Number of new revised curricular proposals submitted	Contributes to the submission of a new revised curricular proposals	NA	9 units	5	5	5	5.00		
	PI 13: Percentage of courses offered with approved course syllabi	A 4. Percentage of courses offered with approved course syllabi	Teaches subjects with approved course syllabi	100%	100%	5	5	5	5.00		
	PI 14: Percentage of courses offered with IMs	A 5. Percentage of courses offered with approved IMs	Teaches subjects with approved IMs	30%	50%	5	5	5	5.00		
	PI 16: Percentage of courses offered with final grades submitted within the allowable period	A 7. Percentage of courses offered with final grades submitted within the allowable period	Submits grade sheets within allowable period	100%	90%	4	4	4	4.00		
	PI 18: Percentage of courses rated atleast VS in the Teaching Performance Evaluation by Students (TPES)	A 8. Percentage of courses rated atleast VS in the Teaching Performance Evaluation by Students (TPES)		100%	100%	4	4	4	4.00		
	PI 19: Additional Outputs	A 10. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	6	18	5	5	5	5.00		



		<b>A 11.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	12	20	5	5	5	5.00	
		<b>A 12.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	3	100	5	5	5	5.00	
		<b>A 14.</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1	4	4	4	4.00	The Truth Seekers Society
					AVERAGE				4.64	
<b>UMFO 3 . RESEARCH SERVICES</b>										
	<b>PI 3:</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 17.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences	1	1	4	4	4	4.00	25th World Congress of Philosophy, Rome Italy
		a. International		1	1	4	4	4	4.00	
		b. National		1	1	4	4	4	4.00	
					AVERAGE				4.00	
<b>UMFO 4. EXTENSION SERVICES</b>										
	<b>PI 1:</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result maintained	<b>A 32.</b> 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	1	1	4	4	4	4.00	DepEd Baybay City Division
	<b>PI 3:</b> Number of extension programs and projects	<b>A 34.</b> Number of extension programs and projects		1	1	4	4	4	4.00	Capacity Building for the Teaching of AB Philosophy Program
	<b>PI 5:</b> Number of technical/expert services rendered	<b>A 36.</b> Number of technical/expert services rendered as/in:	Provides the technical and expert services requested by beneficiaries	1	1	4	4	4	4.00	Research Workshop BCC
	<b>PI 6:</b> Number of extension proposals submitted	<b>A 37.</b> Number of extension proposals submitted	Prepares extension project proposals and submits for review	1	1	4	4	4	4.00	Capacity Building for the Teaching of AB Philosophy Program
	<b>PI 7:</b> Number of extension proposals approved	<b>A 38.</b> Number of extension proposals approved	Follow ups submitted and reviewed extension proposals	1	1	4	4	4	4.00	Capacity Building for the Teaching of AB Philosophy Program
	<b>PI 8:</b> Number of extension proposals implemented	<b>A 39.</b> Number of extension proposals implemented	Implements duly approved extension projects	1	1	4	4	4	4.00	Capacity Building for the Teaching of AB Philosophy Program
					AVERAGE				4.00	
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
	<b>OVPI MFO 1. Faculty Development Services</b>									



	<b>PI 7:</b> Number of trainings, seminars, and conferences attended	<b>A 50.</b> Number of training, seminars, and conferences attended (international, national, regional/institutional)	Attends training, seminars, and conferences attended (international, national, regional/institutional)							
		<i>International</i>		1	1	5	5	5	5.00	
		<i>National</i>		1	1	5	5	5	5.00	
		<i>Regional/Institutional</i>		1	1	5	5	5	5.00	
	<b>OVPI MFO 3. Registration Services</b>									
	<b>PI 9:</b> Percentage of students enrolled and validated within the registration period	<b>A 51.</b> Percentage of students enrolled and validated within the registration period	Validates students within the registration period	90%	100%	5	5	5	5.00	
	<b>PI 10:</b> Number of students advised during the registration period	<b>A 52.</b> Number of students advised during the registration period	Acts as academic adviser	10	17	5	5	5	5.00	
	<b>OVPI MFO 4. Curricular Program Management Services</b>									
	<b>PI 21:</b> Additional outputs	<b>A 62.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	20	5	5	5	5.00	
	<b>UMFO 6. GENERAL ADMINISTRATIVE AND SUPPORT SERVICES</b>									
	<b>PI 1:</b> Number of departments/institutes/offices supervised	<b>A 65.</b> Number of departments/institutes/offices supervised	Acts as head of office	1	1	4	4	4	4.00	
	<b>PI 2:</b> Number of management meetings conducted	<b>A 66.</b> Number of management meetings conducted	Presides departmental meetings	10	12	5	5	5	5.00	
	<b>PI 3:</b> Number of committee meetings conducted	<b>A 67.</b> Number of committee meetings conducted	Acts as committee chairman	5	4	4	4	4	4.00	
	<b>PI 4:</b> Number of routinary documents acted	<b>A 68.</b> Number of routinary documents acted	Signs documents	50	100	5	5	5	5.00	
	<b>PI 5:</b> Number of requests acted	<b>A 69.</b> Number of requests acted	Approves requests	5	20	5	5	5	5.00	
	<b>PI 6:</b> Number of memoranda prepared	<b>A 70.</b> Number of memoranda prepared	Issues memoranda	5	5	4	4	4	4.00	
	<b>PI 7:</b> Percentage of IFWs submitted to OVPAA before deadline	<b>A 71.</b> Number of IFWs submitted to OVPAA before deadline	Monitors submission of IFWs before deadline	20	20	5	5	5	5.00	
	<b>PI 8:</b> Percentage of Report of Actual Teaching Load submitted to OVPAA 30 days after the start of classes	<b>A 72.</b> Percentage of Report of Actual Teaching Load submitted to OVPAA 30 days after the start of classes	Monitors submission of ATL 30 days after start of classes	100%	100%	4	4	4	4.00	



<b>PI 9:</b> Percentage of submitted DTR within 20 days after the last day of the month	<b>A 73.</b> Percentage of submitted DTR within 20 days after the last day of the month	Submits DTR within 20 days after the last day of the month	100%	100%	5	5	5	5.00	
<b>PI 10:</b> Percentage of complaints, if any, addressed on time	<b>A 74.</b> Percentage of complaints, if any, addressed on time	Addresses complaints on time (if any)	100%	100%	4	4	4	4.00	
<b>PI 11:</b> Percentage of action plans implemented and monitored as scheduled	<b>A 75.</b> Percentage of action plans implemented and monitored as scheduled	Implements and monitors action plans as scheduled	100%	100%	4	4	4	4.00	
<b>PI 12:</b> Percentage of monthly accomplishment report submitted	<b>A 76.</b> Percentage of monthly accomplishment report submitted	Submits monthly accomplishment report	100%	100%	4	4	4	4.00	We already sent multiple requests.
<b>PI 13:</b> Number of classroom and lab rooms constructed and renovated	<b>A 77.</b> Number of approved and implemented requests for classroom and lab rooms construction and renovation	Requests and monitors approval and implementation of requests classrooms and lab rooms construction and renovation	1	1	4	4	4	4.00	
<b>PI 14:</b> Percentage budget utilization (GAA)	<b>A 78.</b> Percentage budget utilization (GAA)		100%	100%	5	5	5	5.00	We don't have STF budget, but we have a higher ed budget.
<b>PI 17:</b> Additional Outputs	<b>A 80.</b> Number of meetings attended	Attends meetings (departmental/institutional)	10	20	5	5	5	5.00	Meeting procedure and posting of request (monitoring)
	<b>A 81.</b> 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	2	5	5	5	5.00	
				AVERAGE				4.64	
Additional Points:			COMMENTS/RECOMMENDATIONS: Continue to be productive in instruction, research, extension, production and other assignments or designations						
Approved Additional points									
FINAL RATING									
ADJECTIVAL RATING									

Evaluated & Rated by:

**GLENN G. PAJARES**

Dean, CAS

Date: **JAN 24 2025**

Recommending Approval

**GLENN G. PAJARES**

Dean, College of Arts and Sciences

Date: **JAN 24 2025**

Approved by:

**ROTACIO S. GRAVOSO**

ice President for Academic Affairs

Date: **JAN 30 2025**

## PERFORMANCE MONITORING & COACHING JOURNAL

✓	1st	Q U A R T E R
✓	2 <sup>nd</sup>	
	3 <sup>rd</sup>	
	4th	

Name of Office: Dept. of Philosophy & Social Sciences

Head of Office: Al Franjon M. Villaroya


Number of Personnel: 27 (15 regular faculty & staff; 11 part-time faculty; 1 job order admin staff)

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
<b>Monitoring</b>  The monitoring of faculty was done through classroom observations conducted during the 1 <sup>st</sup> semester, SY 2024-2025.		The Department Head together with a DPC member conducted the classroom observations and conducted meetings relative thereto.			Faculty and staff attendance are monitored through biometrics and logbook. They reminded to use appropriate teaching strategies and classroom management to improve performance in instruction.
<b>Coaching</b>  <b>Mr. Beljun P. Enaya</b>	Mr. Enaya was called to explain his reaction to the TPES results in the 2nd semester Sy 2023-2024.  Mr. Enaya said that he could not exactly point out the reason for an “S” remark on				The faculty concerned was informed of the TPES results of the 2 <sup>nd</sup> semester, SY 2023-2024 and was given advice and reminders.


	<p>his one 1 class. Accordingly, he said it is probably that the class who gave him the S remark found it hard to catch up with the discussion, since he gave equal expectations to all his classes.</p> <p><i>The Head advised Mr. Enaya to understand that VSU students are heterogenous.</i></p>				
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*Note: Please indicate the date in the appropriate box when the monitoring was conducted.*

Conducted by:

  
AL FRANJON M. VILLAROYA  
 Immediate Supervisor

Noted by:

  
GLENN G. PAJARES  
 Next Higher Supervisor



## “Exhibit H”

## TRACKING TOOL FOR MONITORING TARGETS

**(July-December 2024)**

[illegible]



		Abelardo, Gella Mae					
PI 4. Student Advising and Consultation Services Coordinated	Assists students through academic advising to college students	Mr. Al Franjon Villaroya Dr. Glenn Pajares Mr. John Martin Diao Dr. Guiraldo Fernandez, Jr. Dt. Jerry Imbong	July - December 2024	✓	✓		The faculty provided interventions for the improvement of the students' performance
PI 5. Number of instructional materials developed/revised and utilized	Develops/revises instructional materials (Syllabus and Table of Specifications)	All faculty members	August-December	✓	✓		Followed the format prescribed by the university
PI 6. Number of grade sheets submitted on prescribed period	Assesses students and submits grades to measure students' performance	All Faculty Members	December		✓		Due for submission at the end of semester
<b>MFO3. Research Services</b>							
PL2. Number of Articles Published in Peer Reviewed Journal	Submits articles for publication	Dr. Jerry D. Imbong			✓		Published in international and national/local peered journals
<b>MFO5, Extension Services</b>							
PI 5. Number of Extension Projects Conducted	Serves as project leader and component leaders	Mr. Errol Fernandez Mr. Al Franjon Villaroya Mr. John Martin Diao Dr. Bethlehem Ponce Ms. Angelie Genotiva Mr. Dean Ruffel Flandez Dr. Glenn Pajares Mr. Beljun Enaya Dr. Guiraldo C. Fernandez	July-December 2024	✓	✓		1. Capacity Building of Intro to Philosophy of the Human Person 2. Saving Minamanwa: An Initiative to Preserve Minamanwa and the Mamanwa Indigenous Knowledge System and Practices 3. STEPS – A Student and Teacher Enhancement Project for the Seminars in Leyte
<b>MFO 5. Support to Operations</b>	Participates in all activities conducted by the department, college and the university	Faculty and Staff	July-December	✓	✓		Participated actively in all activities
PI 4. Number of in-house seminars/trainings/works hops/reviews conducted/attended	Attends/participates to trainings	All Faculty & Satff	July-December	✓	✓		Faculty and staff actively participated in

	Performs other functions assigned by the head, dean and the university	Faculty and Staff	July-December 2024	✓	✓		Performed other functions duly assigned to the faculty and staff
<b>MFO 6. General Administration and Support Services (GASS)</b>							
PI 1. Number of rooms, and surroundings maintained/cleaned	Supervises in the maintenance of building facilities; cleans dept classrooms and surroundings	Mr. Aldrin Palermo Mr. Cirilo Alipar, Jr.	July-December 2024	✓	✓		
PI 3. Number of hours spent on monitoring	Spends one (1) hour per week or 40 hours per year in monitoring on in logging in/out, and on classes handled by DPSS faculty".	Dr. Al Franjon Villaroya DPC Members	July-December 2024	✓	✓		
PI 4. Number of hours spent on coaching	Spends 1 hour per month or 5 hours per year in coaching (by individual/group)	Dr. Al Franjon M. Villaroya	July-December 2024	✓	✓		
	Conducts regular meeting with DLABS staff/faculty at least six (6) times a year	Dr. Al Franjon M. Villaroya	July-December 2024	✓	✓		
PI 5. Number of hours spent on performance tracking	Assigns the faculty members faculty workload and/or work assignments	Dr. Al Franjon M. Villaroya	August 2024	✓			
PI 7. Number of documents attended and served	Signs and approves request letter, grade sheets, syllabi, and other pertinent documents	Dr. Al Franjon M. Villaroya	July-December 2024	✓	✓		
PI 8. Zero percent complaint from client served	Zero complaints from clients served	All Faculty and Staff	July-December 2024	✓	✓		no valid complaints
PI 9. Number of applicants screened and recommended	Screens and recommends applicants for 2 <sup>nd</sup> sem 24-25	Head & Department Personnel Committee	December 2024		✓		
<b>P9 Additional Outputs</b>							
Number of documents prepared and submitted on time	Preparation and submission of office requests and recommendations, faculty workload reports, Daily Time Record (DTR), leave	Administrative Staff	July-December 2024	✓	✓		Actual accomplishments meets targets



	application, cash advance and reimbursement, procurement, contracts, appointments, payroll, class roster, grade sheet, and other documents.						
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Prepared by:

  
**AL FRANJON M. VILLAROYA**  
 Department Head

## Exhibit I

## PERFORMANCE MONITORING FORM

Name of Employee: Al Franjon M. Villaroya

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 subject (Phlo 11, Phlo, Phlo 102, Phlo 106 )	Will provide attendance sheets of assigned classes, midterm and final grade sheets per course, and achieve an outstanding result in students' performance evaluation	August 2024	December 2024	December 2024	Impressive	Outstanding	
2	Conducts Class Observation of all DPSS faculty	Class Observation	September 2024	December 2024	November & December 2024	Impressive	Outstanding	
3	Assist students' concerns through students' consultation	Will improve students' performance	August 2024	December 2024	Within the rating period	Impressive	Outstanding	
4	Class preparation	Will prepare visual aids, quizzes, and activities	August 2024	December 2024	Within the rating period	Impressive	Outstanding	
5	Submission of midterm grades and final grades	Grades will be submitted to the university registrar	December 2024	December 2024	December 2024	Impressive	Outstanding	
6	Participate in all activities conducted by the department, college and the university	Attendance sheet; will present certificates if possible	August 2024	December 2024	Within the rating period	Impressive	Outstanding	
7	Conducts department and DPC meetings	Attendance sheets; minutes of meetings	July 2024	December 2024	Monthly	Impressive	Outstanding	
8	Attends trainings and present paper in conferences	Certificate of Participation	November 2024	November 2024	November 2024	Impressive	Outstanding	
9	Perform other functions assigned by the college dean	Certificate of the trainings and workshops				Impressive	Outstanding	

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

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

Prepared by:

**GLENN G. PAJARES**  
College Dean



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Al Franjon M. Villaroya

Performance Rating:

Aim: To continue in research or extension projects and improve teaching strategies

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: Jan 2025

Target Date: December 2025

First Step:

- a) Required him to be involved in research and/or extension projects.
- b) Perform the roles and responsibilities in the department.
- c) Advised to finish his PhD.


Outcome: NA

Final Step/Recommendation: NA

Prepared by:

GLENN. G PAJARES  
Dean

Conforme:

  
AL FRANJON M. VILLAROYA  
Employee [Faculty]



**TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING**

**Second Semester AY 2023-2024**

**Name of faculty:** VILLAROYA, AL FRANJON M.

**Department:** Dept. of Philosophy and Social Sciences

**College:** College of Arts and Sciences

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Numerical	Adjectival	
Phlo 104	HISTORY OF WESTERN PHILOSOPHY II	LEC	5.00	Outstanding	100.0%
Phlo 11	ETHICS	LEC	5.00	Outstanding	100.0%
Phlo 11	ETHICS	LEC	5.00	Outstanding	100.0%
Average Rating			5.00	Outstanding	100.00%

**Source:** *Results of Teaching Performance Evaluation by Students filed at IEO*

**Legend:**

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory (S)

3.50 – 4.49 Very Satisfactory (VS)

4.50 – 5.00 Outstanding (O)

**Prepared by:**

VANESSA W. NAZAL

TPES in-Charge

Date: 11-06-2024

**Attested by:**

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: 11-11-2024

**Received by:**

VILLAROYA, AL FRANJON M.

Name and Signature of Faculty

Date: 12/17/24

*Distribution of copies: IEO, College, Department, Faculty (all in original signature)*

