

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: LUCIA M. BORINES

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
11. Instruction			
e. Head/Dean (100%)		5.0	
f. Students (0%)			
Total for Instruction	75%	5.0 x .75	3.75
12. Research			
e. Client/Dir. for Research (50%)			
f. Dept. Head/Center Director (50%)			
Total for Research	5%	5 x .05	.25
13. Extension			
e. Client/Dir. for Extension (50%)			
f. Dept Head/Center Director (50%)			
Total for Extension	10%	5 x .01	0.5
14. Administration	10%	5 x .01	0.5
15. Production			
TOTAL			5.0


EQUIVALENT NUMERICAL RATING: 5.0

Add: Additional Points, if any:


TOTAL NUMERICAL RATING: 5.0

ADJECTIVAL RATING: OUTSTANDING

Prepared by:


LUCIA M. BORINES
Name of Faculty


Reviewed by:


JESUSITO L. LIM
Department Head

Recommending Approval:


VICTOR B. ASIO
Dean/Director

Approved:


BEATRIZ S. BELONIAS
Vice President

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, LUCIA M. BORINES a faculty member of the DEPARTMENT OF PEST MANAGEMENT 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 January- June, 2020.

L. Borines
LUCIA M. BORINES
Professor VI
Date: May 7, 2020

Approved: *J. L. Lim*
JESUSITO L. LIM
Department Head
Date:

V. B. Asio
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										
	PI4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE			No graduate course handled during 2nd sem 2019-2020					
	PI8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	1	2 Graduate students - Joy Adeline Nunez and Melvince Martirez; 2 Undergraduate students- Annalyn Cortel and Kimberly Cruz	5	5	5	5.0	
		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	1	(3) Horti. Graduate students - Whilma Tuya, Ivy Valida and Blanche Francette Llera	5	5	5	5.0	

		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	3*	(8) (2 advisees, 3 as GAC member and 3 others who consulted PDDL)	5	5	5	5.0	
	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	1*						
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	(2) - Expanded Syllabus for PPAT215 (finished but still needs formatting); started with PPAT281)	5	5	5	5.0	
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1*	(5)- started preparing for PPAT215 which I thought I will be teaching this semester	5	5	5	5.0	
		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 Moodle or Google Classroom							
	PI 10. Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	1*						
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*	11.65	5	5	5	5.0	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	1*	(3)- (2 for PPRT22 and 1 for PPRT199c)	5	5	5	5.0	

		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	1*	2	5	5	5	5.0	
		A12. Number of trainings attended related to instruction	Attend mandated trainings	1	(2) Google classroom last May and Moodle last June	5	5	5	5.0	
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2*	(3) long exams administered, (7) lecture sections checked w/30-50 students	5	5	5	5.0	
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	5*	15- PPRT21; 4 -PPRT22 ; 1 - PPRT199c	5	5	5	5.0	
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	5*						
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	2*	13 BSA Students	5	5	5	5.0	
		A17. Number of students advised on thesis/ field practice/special problem:		1	3 (Annalyn Cortel, Kimberly Cruz and Nerin Ittiwuta from Thailand)	5	5	5	5.0	
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	1	1 (Antoc Karen)	5	5	5	5.0	
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	2*	5 (Cagnan, Wenceslao, Crave, Duero, Gutiay)	5	5	5	5.0	
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	5*	>50	5	5	5	5.0	
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advises student organizations recognized by USSO							
		A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							

	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							
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	1	1 (I started writing the PPRT22 Module last May, 2020)	5	5	5	5.0	
		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	1	6 (5 for PPRT22 and 2 for PPRT199c))	5	5	5	5.0	
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1*	3 (PPRT21, PPRT22 and PPRT199c)	5	5	5	5.0	
		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							
	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	1*	Prepared 3 Obedized Syllabi (PPRT22, PPAT215, PPAT281 and Micro 22	5	5	5	5.0	
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	1*						
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	1	Submitted 2 terminal reports to OVPRE and University Library (PCAARRD-Veg Project and ACIAR Jacfruit Project)	5	5	5	5.0	
	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							
		<i>In refereed int'l journals</i>	*	1	2 (papers submitted, 1 was accepted)	5	5	5	5.0	
		<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>			Just attendance no presentation					
		<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	1 (Science and Humanities Journal of the Graduate School)	5	5	5	5.0	
		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	1	1 (DA consultations)	5	5	5	5.0	
	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	1*	6 Graduate students trained on PCR at PDDL	5	5	5	5.0	
	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	(1) -PDDL	5	5	5	5.0	
	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	0	90%	5	5	5	5.0	
	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							
	Research Mentoring	Research Mentor		1	3 (2 advisees and 1 international student Netin Ittiwuta)	5	5	5	5.0	
	Peer reviewers/Panelists	Peer reviewers/Panelists		1	2 journal articles	5	5	5	5.0	
	Resource Persons	Resource Persons		1*	3 (ATI-sponsored trainings)	5	5	5	5.0	
	Convenor/Organizer	Convenor/Organizer								

	Consultancy	Consultant		1	3 Consultations on plant disease problems via email and phone calls)	5	5	5	5.0	
	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 (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							
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					
		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					
		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 (as PDDL head)					

	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	1 in-house ISO Evaluation for PDDL, SPMS Training, etc.					
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal	1	(111) PDDL clients, wkak-ins and disease submissions, consultations with theses, few researchers and farmers					
	Total Over-all Rating					155	155	155	155.0	
	Average Rating								5.0	
	Adjectival Rating									OUTSTANDING

* the rest of the target will be accomplished in the next rating period (July - December, 2020)

Evaluated & Rated by:

JESUSITO L. LIM

Department Head

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: Lucia M. Borines

Performance Rating: Outstanding

Aim: None

Proposed Interventions to Improve Performance:

Date: _____ Target Date: _____

First Step:

Result:

Date: _____ Target Date: _____

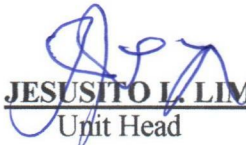
Next Step:

Outcome: _____


Final Step/Recommendation:

Has been doing her job outstandingly.

Prepared by:


JESUSITO L. LIM
Unit Head

Conforme:


LUCIA M. BORINES
Name of Ratee Faculty/Staff