

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: HONEYLENE V. ONGY

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.91 x50% = 2.455	
b. Students (50%)		4.33x50%= 2.165	
Total for Instruction	70%	4.62	3.234
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	20%	5	1
3. Extension	10%	5	0.50
a. Client/Dir. For Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%		4.734

EQUIVALENT NUMERICAL RATING: 4.734

Add: Additional Points, if any: none

TOTAL NUMERICAL RATING: 4.734

ADJECTIVAL RATING: OUTSTANDING

HONEYLENE V. ONGY

Name of Faculty

ANALYN M. MAZO

Department Head

Recommending Approval:

MA. THERESA P. LORETO

Dean/Director


Approved:


BEATRIZ S. BELONIAS

Vice President

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

I, HONEYLENE V. ONGY, a faculty member of the DEPARTMENT OF BIOLOGICAL SCIENCES commits to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period July to December 2022


HONEYLENE V. ONGY
Instructor I, DBS
Date: Jan. 5, 2023

Approved:

ANALYN M. MAZO
Department Head
Date: 1/24/2023


MA. THERESA P. LORETO
College Dean
Date: JAN 25 2023

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	TREC205	3.33	3.33	5	5	5	5.00	TREC205 with 10 students
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	2	9	5	5	5	5.00	Angela Bating, Rachel Ann Orellano, Angelica Chrestel Ycoy, Rowenalyn Porazo, Norren Sta. Iglesia, Genevieve May Senillo, Rerloel Durano, Mischel Boholst, Alyza
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and							
		AS GAC Member	Advises and corrects							
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	2	6	5	4	5	4.67	Previous and current TREC/BIOL205 students consulting on their projects and grades.

	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	1	5	5	5	5.00	TREC205
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	5	5	5	5.00	TREC205
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	1	5	5	5	5.00	TREC205
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	3	6	5	5	5	5.00	TREC205 (exam, learning task, term paper, poster, reporting, lab reports)
		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	1	1	5	5	5	5.00	TREC205
	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	2	5	5	5	5.00	Lab activity on Vegetation (Forest) assessment, Poster project on invasive species
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	Biol 200.1, MarB 200.3, MarB 11 lec, MarB 11 lab (2 sections), Ecol 142n lec and lab	23.45	23.45	5	5	5	5.00	Summer (Biol 200.1), 1st Sem AY: 2022-2023 (Biol 200.1, MarB 200.3, MarB 11 lec, MarB 11 lab (2 sections), Ecol 142n lec and lab)
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	1	2	5	5	4	4.67	Biol 200.1; MarB 11
		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	1	1	5	4	5	4.67	Ecol 21 (1 student)

		A12 . Number of trainings attended related to instruction	Attend mandated trainings	1	6	5	5	5	5.00	DBS Annual Convention, Bulet-Visayas Stakeholder's Meeting, Mandatory Orientation and Re-orientation of Academic Advisers, Dept. Enrollment Focal Persons, and College Hotline Agents, Freshwater Biomonitoring Workshop, QGIS Training/ Workshop, ISO 9001: 2015 Awareness/ Re-awareness; Training on Scoping and Scanning of Lakes in Eastern Visayas
		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	6	5	5	5	5.00	MarB 11 lec (1st LE, MTEExam, 3rd LE), MarB 11 lab (MTEExam), Ecol 142n lec (MTEExam), Ecol 142n lab (MTEExam)
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	25	5	4	5	4.67	Quizzes/ Learning Tasks for MarB 11 and Ecol 142n
		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	18	5	5	5	5.00	Lab reports for MarB 11 and Ecol 142n laboratories
	PI 8: Number of students advised: *	A16 . Number of students advised:	Acts as academic adviser to students	6	28	5	5	5	5.00	4th yr students (3), 1st yr students (22)
		A17 . Number of students advised on thesis/ field practice/special problem:	As Thesis Adviser	1	5	5	5	5	5.00	Tristan Dayot (Summer AY: 2021-2022), Jezrel Gloria, Dan Guido Sandy Tomol, Donna Trangia, Judy Mae Asis
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	1	5	5	5	5	5.00	Trisha Mariel Trigosa, Flores Anooos, Loella Mate, Michael Angelo Pajo, Tristan Dayot
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	1	2	5	5	5	5.00	Nina Paulo, Matthew Enales
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	5	15	5	5	5	5.00	Entertain inquiries of students under my subjects (MarB 11, Ecol 142n, TREC205), Advises my thesis advisee and SRC students with their thesis outline/ manuscript; Help students in their enrollment as the enrollment focal person of DBS; Advises some students who asked for suggestions or advice about their problem/concern with their studies,
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	5	5	5	5.00	OBioS
		A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	3	5	4	5	4.67	OBioS Meetings, OBioS/ DBS Acquittance party, IWAS Plastic Project of OBioS
	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>	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	2	5	4	5	4.67	Lab manual for MarB 11 and Ecol 142n
		<i>Supplemental learning resources</i>	Prepares Power Point presentation, video clips, movie clips, reading assignments	5	10	5	5	4	4.67	Created and updated powerpoint presentations, Provided links to video clips, and gave reading assignments for Ecol 142n lec and lab and MarB 11 lec and lab
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	4	8	5	5	5	5.00	long exams, learning tasks/assignments, assessments/quizzes, lab reports, reporting (group and individual), video presentation, IEC material, critique paper
		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 Google Classroom for MarB11 and Ecol 142n classes	2	2	5	5	5	5.00	MarB 11, Ecol 142n (lec and lab combined in 1 classroom)
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and	1	1	5	5	5	5.00	Prepared minutes of meetings needed for ISO
		Agency/firm/Industry linkages	Coordinates with potential							
		A 26. Other outputs implementing	Designs experiential	10	18	5	5	4	4.67	All laboratory activities and learning tasks given for MarB
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 *								
	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>								
		<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 scienfic 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	1	1	5	5	5	5.00	Development of a Tropical Ecosystem Health Score Card (TrEcH Score Card)
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by								
		A 33. Number of journal articles/scientific paper received and	Acts as peer reviewer of journal articles/scientific							
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of							
		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	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and	Identifies and links with probable partners for extension activities and maintains this active partnership	1	1	5	5	5	5.00	TrEcH Project in partnership with Baybay LGU, University of Maryland, and UPMSI
	PI 2. Number of trainees weighted by the length of	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and	A 38. Number of extension programs/projects implemented	Implemtenes duly approved extension projects	1	2	5	5	5	5.00	Training on Scoping and Scanning of Lakes in Eastern Visayas; Short Course on Freshwater Biomonitoring
	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							Ate Brenda pls ko tan aw sa kang ate Bing ani na part.. Pareho raman mi

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				
	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							162.33	
	Average Rating							4.92	
	Adjectival Rating							Outstanding	
									Comments & Recommendations for Development Purpose: Performs assigned tasks well. May consider publishing research outputs

Evaluated & Rated by:

ANALYN M. MAZO
 ANALYN M. MAZO
 Department Head
 Date:

Recommending Approval

MA. THERESA P. LORETO
 MA. THERESA P. LORETO
 Dean, CAS
 Date: JAN 25 2023

Approved by:

BEATRIZ S. BELONIAS
 BEATRIZ S. BELONIAS
 Vice President for Academic Affairs
 Date: 1/26/2023

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Honeylene V. Ongy
Performance Rating: Outstanding

Aim: To publish research article
Proposed Interventions to Improve Performance:

Date: Jan 2023 Target Date: June 2023
First Step:

Identify possible topic for publication

Result:


Date: _____ July _____ Target Date: September-December _____

Next Step:


Outcome:

Final Step/Recommendation:

Prepared by:


ANALYN M. MAZO
Unit Head

Conforme:


HONEYLENE V. ONGY
Instructor I