

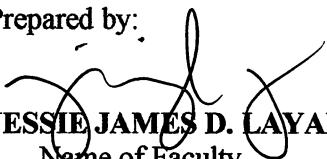
SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

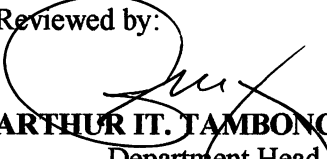
Name of Faculty Member: JESSIE JAMES D. LAYAN


Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
e. Head/Dean (50%)		4.90x50% = 2.450	
f. Students (50%)		4.857x50% = 2.429	
Total for Instruction	50%	4.879	2.439
2. Research			
e. Client/Dir. for Research (50%)			
f. Dept. Head/Center Director (50%)			
Total for Research	20%	4.700	0.940
3. Extension			
e. Client/Dir. for Extension (50%)			
f. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration	30%	4.950	1.485
5. Production			
TOTAL			4.864

EQUIVALENT NUMERICAL RATING: 4.864
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: 4.864

ADJECTIVAL RATING: Outstanding

Prepared by:

JESSIE JAMES D. LAYAN
Name of Faculty

Reviewed by:

ARTHUR IT. TAMBONG, FPSAE
Department Head

Recommending Approval:

ROBERTO C. GUARTE, Ph.D.
Dean/Director

Approved:

BEATRIZ/S. BELONIAS, Ph.D.
Vice President



Visayas State University
College of Engineering
Department of Agricultural Engineering
Visca, Baybay City 6521, Leyte, Philippines

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, JESSIE JAMES D. LAYAN, Faculty of the Department of Agricultural Engineering, commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January to June, 2018.

JESSIE JAMES D. LAYAN

Instructor I

Date: 18 July 2018

ARTHUR IT. TAMBONG, FPSAE

Department Head

Date: 18 July 2018

Rating Equivalents:
5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory
2 - Fair
1 - Poor

MFO No.	MFO Description	Success/Performance Indicator (PI)	Program/Activities/ Projects	Tasks Assigned	Target	Accomplishment (Jan-June 2018)	Rating				Remark
							Quality	Efficiency	Timeliness	Average	
UMFO 2. HIGHER EDUCATION SERVICES											
OVPI MFO 1. Curriculum Program Management Services											
		PI 1. Total Undergraduate FTE monitored			8	26.20	5	5	5	5.0	VSL
		PI 7. Number of academe/industry linkage established	Coordinating	Establishes linkage/s with academe/industry	2	5	5	4	5	4.7	PSAE, PAGASA, PhilRice, NIA RO13, SRA- Negros Occidental
		PI 8. Number of students advised	Advising	Advises students on thesis/ field practice/special problem	20	50	5	5	5	5.0	50 undergraduate students advised
		PI 10. Number of instructional materials developed	Preparing/ Revising/ Encoding/ Printing	Prepares instructional materials	2	3	5	4	5	4.7	3 instructional materials developed

		Best Practices/New Initiatives:									
		Number of BS Degree Programs maintained for OBE-alignment	OBE-alignment of old BS curriculum	Conducts initial activities of curriculum revision into an OBE-aligned curriculum	1	1	5	5	5	5.0	OBE-alignment of BSAE
		Number of maintained Center of Excellence (COE) status designated by CHED	Updating and maintaining documents	Updates and maintains documents re Center of Excellence (COE)	1	1	5	5	5	5.0	Center of Excellence in BSAE degree program
		Number of AACUP Accreditation prepared	Preparing documents	Prepares documents re AACUP	1	1	5	5	5	5.0	BSAE Level III Phase 2
		Number of AACUP Accreditation maintained	Updating and maintaining documents	Updates and maintains documents re AACUP	1	1	5	5	5	5.0	BSAE Level III Phase 1
		Number of Washington Accord applied	Preparing/ Encoding/ Printing	Prepares documents for Washington Accord application	1	1	5	5	5	5.0	Washington Accord Accreditation and Certification
		Number of ISO 9001:2015 applied	Preparing/ Encoding/ Printing	Prepares documents for ISO 9001:2015 application	1	1	5	5	5	5.0	ISO 9001:2015 Certification
		Number of RQAT accreditation applied	Preparing/ Encoding/ Printing	Prepares documents for RQAT accreditation application	1	1	5	5	5	5.0	RQAT accreditation in BSABE degree program
						Total points:				54.3	

UMFO 3. RESEARCH SERVICES

		PI 3. Number of research projects conducted and/or completed on schedule	Conducting research study	Conducts research project and/or completed on schedule	1	1	5	4	5	4.7	Climate Change Project (CC3.DAE.1718) - 4 studies
		PI 7. Amount of research money generated from institutional funding (Thousand PHP)	Research project	Prepares and submits project proposal funding	60	122	5	4	5	4.7	Project No.: CC3.DAE.1718 - 2018 budget: P122,090.40
						Total points:				9.3	

UMFO 5. SUPPORT TO OPERATIONS (STO)

OVPI MFO 3. Faculty Evaluation Services

		PI 1. Number of seminars/ trainings/conventions/ workshops coordinated for entire university	As participant	Participates seminars/ trainings/conventions/ workshops coordinated for entire university	1	1	5	5	5	5.0	1st Grand Alumni Homecoming (BSAE Class 1980-2017)
		PI 2. Number of seminars/ trainings/conventions/ workshops coordinated/ attended outside of the university	As participant	Participates seminars/ trainings/conventions/ workshops coordinated outside of the university	2	3	5	4	5	4.7	Varied Seminars/Trainings/ Conventions/Workshops

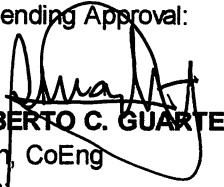
		PI 4. Number of in-house seminars/trainings/ workshops/reviews conducted/attended	As participant	Participates in-house seminars/trainings/ workshops/reviews conducted/attended	2	3	5	4	5	4.7	Varied In-house Seminars/ Trainings/Conventions/ Workshops attended
OVPI MFO 4. Program and Institutional Accreditation Services											
		PI 1. Number of degree programs which passed accreditation/evaluation at least Level I	Documenting/ Monitoring	Documents/Monitors	1	1	5	5	5	5.0	BSAE
		PI 3. Percentage of degree program compliant with CHED	Documenting/ Monitoring	Documents/Monitors	100%	100%	5	5	5	5.0	100% complied with CHED (BSAE, BSABE & MSAE degree programs)
		PI 4. Additional outputs									
		Number of activities organized/attended/ assisted/participated/ facilitated	Participating	Participates activities	2	4	5	5	5	5.0	PSAE activities, CoE activities
						Total points:			29.3		
UMFO 6. GENERAL ADMINISTRATION & SUPPORT SERVICES											
		PI 1. Efficient and customer-friendly frontline service	Service	Served clients with courtesy; immediate response to client needs and inquiries	100%	100%	5	5	5	5.0	100% no complaint; Served clients with courtesy; immediate response to client needs and inquiries
		PI 2. Additional outputs									
		Number of documents attended and served	Checking and action to official documents	Approves documents as OIC Head	5	10	5	5	5	5.0	Varied documents signed as OIC Head
		Number of hours devoted in consultation meeting	Participating	Participates in consultation meeting	1	3	5	5	5	5.0	Screening of Awardees for 2018 Graduation
		Number of hours devoted in the preparation of documents needed for PTC-ACBET (Washington Accord) accreditation	Participating	Participates in the preparation of documents needed for PTC-ACBET (Washington Accord) accreditation	80	400	5	5	5	5.0	Washington Accord docs preparation
		Number of hours devoted in the preparation for AACUP accreditation	Participating	Participates in the preparation of documents needed for AACUP accreditation	80	400	5	5	5	5.0	AACUP Accreditation docs preparation
		Best Practices/New Initiatives:									
		Number of Application for ISO (Prepared) - on-going	Preparing/ Encoding/ Printing	Prepares documents for ISO 9001:2015 application	1	1	5	5	5	5.0	On-going

		Number of Application for CHED Center of Excellence	Updating and maintaining documents	Updates and maintains documents re Center of Excellence (COE)	1	1	5	5	5	5.0	BSAE
						Total points:				35.0	Comments & Recommendations for Development Purpose: Apply for masteral study admission, locally or abroad, for SY 2019-2020. You are assigned under Crop Processing Specialization in our Faculty Development Plan.
Total Over-all Rating										128.000	
Average Rating										4.923	
Additional points:											
Approved additional points (with copy of approval) :											
Final Rating										4.923	
Adjectival Rating										Outstanding	

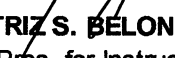
Evaluated and Rated by:


ARTHUR T. TAMBONG, FPSAE
 Head, DAE
 Date: _____

Recommending Approval:


ROBERTO C. GUARTE, Ph.D.
 Dean, CoEng
 Date: _____

Approved:


BEATRIZ S. BELONIAS, Ph.D.
 Vice Pres. for Instruction
 Date: _____



Teaching Performance Evaluation by Students (TPES)

Summary of Rating

First Semester SY 2017-2018

Name of Faculty : Layan, Jessie James D.

Dept of Agricultural Engineering

Visayas State University

Course No. & Descriptive Title		lab/ lec	Class Schedule		No. of Raters	RATING		% Evaluation Rating
						Num.	Adjec.	
Esci 134	Fluid Mechanics	Lec	07:00-10:00	Sat	20	5	0	100.00
Esci 134	Fluid Mechanics	Lab	10:00-01:00	Sat	20	5	0	100.00
ESci 134m	Engineering Economy	Lec	01:00-02:30	MW	20	4	VS	80.00
Esci 122	Engineering Graphics I	Lec	09:00-10:00	F	7	5	0	98.82
Esci 122	Engineering Graphics I	Lab	07:00-10:00	MW	7	5	0	97.65
AE 161	Agric'l. Processing & Handling	Lec	08:00-09:00	MW	20	5	0	97.65
AE 161	Agric'l. Processing & Handling	Lab	01:00-04:00	Th	20	5	0	100.00
Ave. Rating								96.30

Source: Results of Teaching Performance Evaluation by Students filed at OVPI

Legend:

1.00 – 1.49 Poor (P)


1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory (S)

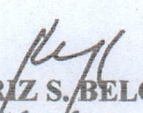
3.50 – 4.49 Very Satisfactory (VS)

4.50 – 5.00 Outstanding (O)

Prepared By:


LORNA B. ABAMO
Admin Aide IV, OVPI

Attested By:


BEATRIZ S. BELONIAS
Vice President for Instruction

Vision : A globally competitive university for science, technology, and environmental conservation.

Mission : Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.



Visayas State University
College of Engineering
Department of Agricultural Engineering
Visca, Baybay City 6521, Leyte, Philippines

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **Engr. Jessie James D. Layan**

Performance rating: **4.864 (Outstanding)**

Aim: Engr. Layan as an effective ABE instructor in the Crop Processing specialization

Proposed Interventions to Improve Performance:

Engr. Layan will be developed to become good faculty in Crop Processing specialization.

Date: January 2018

Target Date: June 2018

First Step

- Engr. Layan will be assigned to make new OBE-compliant syllabi in the Crop Processing courses in preparation for the next semester following CMO 94, series of 2017 (Policies, Standards and guidelines for BS Agricultural and Biosystems Engineering).

Results:

- Completed First draft of the syllabus

Date: July 2018

Target Date: December 2018

Next Step:

- Revision and improvement of the syllabus as corrected by the DAE Head.

Outcomes:

- Improved syllabi compliant to OBE

Final steps/Recommendations:

- Engr. Layan will be assigned to teach Crop Processing subjects using the improved syllabi.

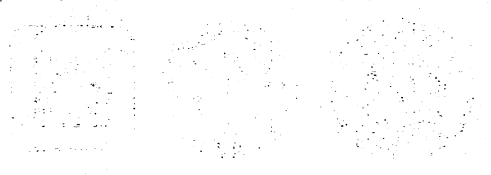
Prepared by:

ARTHUR IT. TAMBONG, FPSAE
Head, DAE

Conforme:

ENGR. JESSIE JAMES D. LAYAN
Instructor

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