

## SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: LUZ G. ASIO (Asst. Prof. II)

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean	35	4.88	1.71
b. Students	35	4.55	1.59
<b>Total for Instruction</b>	<b>70</b>		<b>3.30</b>
2. Research			
a. Client/Dir. for Research			
b. Dept. Head/Center Director	10	5.00	0.50
<b>Total for Research</b>	<b>10</b>		<b>0.50</b>
3. Extension			
a. Client/Dir. for Extension			
b. Dept. Head/Center Director	10	5.00	0.50
<b>Total for Extension</b>	<b>10</b>		<b>0.50</b>
4. Administration	10	5.00	0.50
5. Production			
<b>TOTAL</b>	<b>100</b>		<b>4.80</b>

EQUIVALENT NUMERICAL RATING:

**4.80**

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

**4.80**

ADJECTIVAL RATING:

**OUTSTANDING**


Prepared by:

  
LUZ G. ASIO  
Name of Faculty


Reviewed by:

  
DIONESIO M. BAÑOC  
Department Head

Recommending Approval:

  
VICTOR B. ASIO  
Dean, College of Agriculture and Food Science


Approved by:

  
BEATRIZ S. BELONIAS  
Vice President, Academic Affairs


"Exhibit B"

# INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, LUZ G. ASIO, a faculty member of the DEPARTMENT OF AGRONOMY commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January 1 - June 30, 2023.

  
**LUZ G. ASIO**  
 Assistant Professor II  
 Date: 19 July 2023

Approved:   
**DIONESIO M. BAÑOC**  
 Department Head  
 Date: \_\_\_\_\_

  
**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										
	<b>PI 4.</b> Total FTE coordinated, implemented & monitored*	<b>A1.</b> Actual Faculty's FTE	Handles subjects/courses assigned	1	8.00	5	5	5	5.00	
	<b>PI 8.</b> Number of graduate students advised *	<b>A2.</b> Number of students advised	Acts as academic adviser to graduate students	2	3	5	5	5	5.00	Colipano, Mandre, Relente
		<b>A3.</b> Number of students advised on thesis/special problem/dissertation								
		<i>As GAC Chairman</i>	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	5	5	5	5	5.00	
		<i>As GAC Member</i>	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	3	5	5	5	5.00	
		<b>A4.</b> Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	4	4	5	5	5	5.00	
	<b>PI 9.</b> Number of instructional materials developed *	<b>A5.</b> Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							

		<i>On-line ready courseware</i>	Prepares Instructional module/laboratory guide/workbook or a combination thereof							
		<i>Supplemental learning resources</i>	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
		<b>A6.</b> 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							
		<b>A7.</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							
	<b>PI 10.</b> Additional outputs:	<b>A8.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>										
<b>OVPI UMFO 3. Higher Education Management Services</b>										
	<b>PI 5.</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	Handles and teaches courses assigned	2	49.00	5	5	5	5.00	
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	9	5	5	5	5.00	
		<b>A 11.</b> 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	6	5	5	5	5.00	
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings							
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	4	5	5	5	5.00	
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	2	4	5	5	5	5.00	
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	5	198	5	5	5	5.00	
	<b>PI 8.</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic adviser to students	2	14	5	5	5	5.00	
		<b>A17.</b> Number of students advised on thesis/ field practice/special problem:								
		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript	0	1	5	5	5	5.00	

		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	0	0	3	3	3	3.00	
		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	3	10	5	5	5	5.00	
	<b>PI 9.</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USOO	0	1	5	5	5	5.00	
		<b>A20.</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
	<b>PI 10.</b> Number of instructional materials developed *	<b>A21.</b> 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							
		<i>Supplemental learning resources</i>	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
		<b>A23.</b> 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							
		<b>A24.</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							
	<b>PI 11.</b> Additional outputs	<b>A25.</b> Number of Additional outputs accomplished:								
		<i>Program accreditation/evaluation</i>	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		<i>Agency/firm/Industry linkages</i>	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		<b>A26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	2	4	5	5	5	5.00	
<b>Average Numerical Rating</b>									<b>4.88</b>	
<b>TPES Rating</b>									<b>4.55</b>	
<b>Instruction Involvement (%)</b>									<b>70.00</b>	

Equivalent Numerical Rating								3.30	
<b>UMFO 3 . RESEARCH SERVICES</b>									
<b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	<b>A27.</b> 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	3	5	5	5	5.00	Please see attached photocopy of appointments.
<b>PI 2.</b> Number of research outputs completed within the year *	<b>A28.</b> Number of research outputs completed within the year *	Conducts and completes research project within the year							
<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A29.</b> 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 journals</i>								
<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scienfic fora /conferences							
	<i>In int'l fora/conferences</i>								
	<i>In nat'l/regional fora/conferences</i>								
<b>PI 5.</b> Percent of research proposals approved *	<b>A31.</b> Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	0	1	5	5	5	5.00	The impact of limitations or deficiencies of macronutrients in acidic soil vegetable
<b>PI 6.</b> Additional outputs*	<b>A32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)								
	<b>A33.</b> 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	3	5	5	5	5.00	ATR, Science and Humanities Journal, Philippine Coffee Journal
	<b>A34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							

		<b>A35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
<b>Average Numerical Rating</b>									<b>5.00</b>	
<b>Research Involvement (%)</b>									<b>10.00</b>	
<b>Equivalent Numerical Rating</b>									<b>0.50</b>	
<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 of extension activities	<b>A36.</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								
<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer								
<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A38.</b> Number of extension programs/projects implemented	Implements duly approved extension projects	1	2	5	5	5	5.00	Design, production, and distribution of print add materials and brochures; Biodiversity Enhancement and	
<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A39.</b> 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								
<b>PI 5.</b> Number of technical/expert services	<b>A40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries								
Research Mentoring	Research Mentor									
Peer reviewers/Panelists	Peer reviewers/Panelists									
Resource Persons	Resource Persons									
Convenor/Organizer	Convenor/Organizer									
Consultancy	Consultant									
Evaluator	Evaluator		0	1	5	5	5	5.00	TWG Member	
<b>PI 8.</b> Percent of extension proposals approved *	<b>A41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation								

	<b>PI 11.</b> Additional outputs *	<b>A42.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
		<b>A43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
<b>Average Numerical Rating</b>									<b>5.00</b>	
<b>Extension Involvement (%)</b>									<b>10.00</b>	
<b>Equivalent Numerical Rating</b>									<b>0.50</b>	
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>										
	<b>PI 8.</b> 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*	<b>A44.</b> 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	5	5	5	5.00	
		<b>A45.</b> 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	5	5	5	5.00	
		<i>On program accreditations</i>								
		<i>On institutional accreditations</i>								
<b>UMFO 6. GENERAL ADMIN. &amp; SUPPORT SERVICES (GASS)</b>										
	<b>PI 2.</b> Zero percent complaint from clients served	<b>A46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint	5	5	5	5.00	
	<b>PI 3:</b> Additional Outputs	<b>A47.</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							
		<b>A48.</b> Other outputs implementing the new normal due to covid 19	Designs administration/ management related activities and other outputs to implement new normal							
		<b>A49.</b> Involvement in department committees		1	3	5	5	5	5.00	
		<b>A50.</b> Member, BAC TWG								
<b>Average Numerical Rating</b>									<b>5.00</b>	

Administration Involvement (%)	10.00	
Equivalent Numerical Rating	0.50	
Total Equivalent Numerical Rating	4.80	
Adjectival Rating	OUTSTANDING	
Comments and Recommendation For Development Purposes: <i>Keep up the good work and simply committed to do the job</i>		

Evaluated & Rated by:

Recommending Approval:

Approved by:

**DIONESIO M. BAÑOC**

Department Head

Date: \_\_\_\_\_

**VICTOR B. ASIO**

Dean, College of Agriculture and Food Science

Date: \_\_\_\_\_

**BEATRIZ S. BELONIAS**

Vice President for Academic Affairs

Date: \_\_\_\_\_

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: LUZ G. ASIO  
Performance Rating: OUTSTANDING

**Aim:** To enhance performance in teaching, and publish research output

### Proposed Interventions to Improve Performance

Date: January 2023

Target Date: December 2023

#### First Step:

Attend training and seminars and present papers in scientific conferences

#### Result:

Improved performance in teaching strategies  
Publish research article in refereed journal

**Target Date:** December 2023

#### Next Step:


Write scientific publications and develop project proposal

**Outcome:** Submitted paper for evaluation in refereed journals and submitted research proposal for funding


#### Final Step/Recommendation:

Maintain outstanding rating and publish research articles in refereed journals

Prepared by:

  
DIONESIO M. BAÑOC  
Unit Head

Conforme:

  
LUZ G. ASIO  
Name of Ratee Faculty/Staff