

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

Name of Faculty Member: **Marañan, Geleca I.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		$4.92 \times 50\% = 2.46$	
Students (50%)		$? \times 50\% = 2$	
TOTAL for Instruction	25%	$4.5 \times 0.25 =$	
Research	50%	$4.92 \times 0.50 =$	2.46
Extension	25%	$5 \times 0.25 =$	1.25
TOTAL			<b>4.63</b>

EQUIVALENT NUMERICAL RATING: 4.63

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.63**

ADJECTIVAL RATING: **Outstanding**

Prepared by:

**PRECILA C. BELMONTE**  
Temp. Administrative Officer

Reviewed by:

**MARLON M. TAMBIS/EDGARDO E. TULIN**  
Assistant Director/Director

Recommending Approval:

**ROSA OPHELIA D. VELARDE**  
Director for Research

Approved:

**MARIA JULIET C. CENIZA**  
VP for Research Extension & Innovation

# **INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)**

I, **GELECA C. IGDANES-MARAÑAN**, of **PhilRootcrops** commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January to June, 2022.

**GELECA C. IGDANES-MARAÑAN**

Ratee

Approved:

**MARLON M. TAMBIS**

Assistant Director

**EDGARDO E. TULIN**

Director

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
<b>Advanced &amp; Higher Education Services</b>	Number of courses taught	Handles and teaches courses assigned by the affiliated department (Agronomy)	2	3	5	5	5	5	
	Total FTE coordinated, implemented and monitored	Actual faculty's FTE	5	8.05	5	5	5	5	
	Student Advising and Consultation Services: Number of hours spent on student consultation	Provide time for student consultation	< 10 hrs/wk	> 10 hrs/wk	5	5	5	5	
	Number of virtual classrooms created and operational	Create/operate virtual classrooms	1	2 Lec (AgSc20 and AgSc111) 1 Lab (AgSc21)	5	4	5	4.67	
<b>Research Services</b>	Number of research studies handled	Conduct research as: Project leader / Study Leader	1	1 project leader 1 study leader	5	5	5	5	
	Percentage of research proposals prepared, submitted and approved	Prepare research proposals	50%	100%	5	5	5	5	Proposed research study was submitted and



								approved for Internalization
No. of trainings and seminars/webinars attended	Participate in different local and international trainings and seminars/webinars	2	5	5	5	5	5	
Number of research outputs presented in International fora/conferences	Present research outputs in regional/national/int'l fora/conferences	1	1	5	5	4	4.67	1 paper submitted and accepted for poster presentation to PAA Congress on July 21-22, 2022
Number of papers published in other peer-reviewed publications (proceedings, monographs, etc.): International	To publish scientific paper	1	1	5	5	4	4.67	- 1 paper reviewed and accepted for publication in ATR July-December 2022 issue
Extension Services	Technical/ Expert services (international, national, regional): Resource Person	1	1	5	5	5	5	
Total Over-all Rating								

Average Rating (Total Over-all rating divided by 4)		
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.90
ADJECTIVAL RATING		Outstanding

**Comments & Recommendations for Development Purpose:**

- To pursue graduate studies
- To prepare research proposal for funding.

Evaluated & Rated by:

  
EDGARDO E. TULIN  
Director

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

  
MARLON M. TAMBIS  
Assistant Director

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

Recommending Approval:

  
ROSA OPHELIA D. VELARDE  
Director for Research

Date: 8/23/22

Approved by:

  
MARIA JULIET C. CENIZA  
VP. Research for Extension  
and Innovation

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

1 – Quality    2 – Efficiency    3 – Timeliness    4 – Average

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: **PhilRootcrops**

Head of Office: **Dr. Edgardo E. Tulin & Prof. Marlon M. Tambis**



Name of Personnel: **GELECA I. MARAÑAN**



Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	One-on-one discussion on project/program progress/university's concerns	Monthly PRDC meeting Jan. 11, 2022 March 7, 2022 May 19, 2022	Issuance of memoranda		Attendance to PRDC monthly Meetings by the members of Research and Development Council
Coaching	Research proposal for submission to funding agencies	One-on-one discussion on project progress  Group coaching during PRDC Meetings			Proposal prepared and submitted to funding agencies  New proposal for evaluation

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

   
**MARLON M. TAMBIS / EDGARDO E. TULIN**  
 Assistant Director/Director



### EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **GELECA I. MARAÑAN**

Performance Rating:

Aim: To implement on-going research projects and prepares research proposals  
To perform instruction function

Proposed Interventions to Improve Performance:

Date: Jan 1, 2022

Target Date June 30, 2022

First Step:

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- Implements on-going research projects
- Prepares proposals for review and funding
- Attends related trainings for capability build-up (research management, proposal preparation, writing scientific publications)

Result:

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- Implemented the scheduled activities of the research projects
  - Prepared and submitted proposals for review
  - Attended capability build-up trainings
  - Served as instructor at Department of Agronomy
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Date: July 1, 2022

Target Date December 31, 2022

Next Step:

- Continue the implementation of research projects
- Follow-up the submitted proposals
- Attends capability build-up trainings

Outcome: Research projects continuously implemented  
Research accomplishments subjected for review and monitoring by the funding agency  
Instructor to Agronomy students  
Attended capability build-up trainings

Final Step/Recommendation:

- To maintain performance and or exceed the current performance; to submit proposals and continue doing four-fold functions of instruction, research, extension and production.
- To attend trainings on research management and implementation, writing scientific publications, etc.

Prepared by:

   
**MARLON M. TAMBIS/EDGARDO E. TULIN**  
Assistant Director/Director

Conforme:

  
**GELECA I. MARAÑAN**  
Name of Ratee / Faculty/Staff