

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

Name of Faculty Member: **Patindol, James A.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		$5.0 \times 50\% = 2.5$	
Students (50%)		$5.0 \times 50\% = 2.5$	
TOTAL for Instruction	25%	$5.0 \times 0.25 =$	1.25
Research	50%	$4.84 \times 0.50 =$	2.42
Extension	25% <i>20%</i>	$5.0 \times 0.25 =$	1.25
TOTAL			4.92

EQUIVALENT NUMERICAL RATING:

4.92

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.92

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

“Exhibit B”

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)









I, JAMES A. PATINDOL, of PhilRootcrops commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period Jan 1, 2023 to Jun 30, 2023.


JAMES A. PATINDOL
 Ratee

Approved:  MARLON M. TAMBIS/ EDGARDO E. TULIN
 Asst. Director/ Director

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO 1. Advanced & Higher Education Services	FTE • Courses taught	Handles Chemistry undergraduate course per semester	2 lectures or 2 labs	1. Taught Chem 132n (2 sections, 87 students); Chem 131(1 section, 37 students); and Chem 207 (3 students)	5	5	5	5	
		Prepares syllabus and teaching materials	2 courses						
	• Number of students served as SRA Member and /or Chairman	Advises/guides students on thesis concerns	1 Undergraduate 1 Senior High	2. Prepared syllabus and teaching materials for Chem 132n, Chem 131, and Chem 207 and updated its content in the VSUEE virtual classroom.	5	5	5	5	
		Corrects thesis outlines and manuscripts as: Member Adviser	1 Undergraduate	3. Advised 3 senior high school students working on their thesis re: chewable candies from bitter leaf and peppermint extracts (research and final manuscript preparation); their work won best poster at the Research Congress					

				<p>4. Advised 5 BS Chem and 2 BSFT thesis students in the preparation of their research proposals; served as research committee member for 1 BS Chem thesis student</p> <p>5. Designated as associate editor of the technical journal, Annals of Tropical Research</p>	5	5	5	5	
MFO 2. Research Services	<ul style="list-style-type: none"> Research projects conducted/implemented Prepared scientific paper and poster for publication or presentation in scientific meetings 	<p>Implements/conducts research projects</p> <p>Submit reports to funding agencies/ review committees</p>	<p>2 projects</p> <p>1 scientific paper 1 scientific poster</p>	<p>1. Collected related literature (100+ journal articles) re cultivation, processing and utilization of elephant foot yam tropical root and tubers crops.</p> <p>2. Submitted and received funding (internationalization) for a research proposal re: structural features of starch and non-starch polysaccharides from NSIC cassava varieties</p> <p>3. Finished Topic Outline for a review paper re: utilization of aroid polysaccharides as pharmaceutical excipients</p> <p>4. Identified 3 research areas for research (proposals are in the works)</p>	5	5	4	4.57	

MFO 3. Extension Services	<ul style="list-style-type: none"> Number of outreach activities re: root crops processing and utilization spearheaded or participated in 	As resource person As participant	2 2	1. Designated as associate editor of Annals of Tropical Research re journal activation and publication of a special centennial issue 2. Attended to 'educational tour' guests from Switzerland, USA, NVSU, DA-Caraga Region, Bethany School, FCIC, VSU-Isabel, California private food processor, ADB Officer, Tarsier Consortium, Bunga women food processors, ATI-Mindoro farm school, and University of San Carlos students who visited the center.					
MFO 4. Production Services (Resource Generation)									
MFO 5. Administrative or other functions/ duties assigned by the University	<ul style="list-style-type: none"> Number of meetings presided or attended Number of ad hoc or special committees chaired or membered 	As chair or as member As chair or as member	1 1	1. Designated as OIC of the center (29 times from Jan to Jun) in the absence of the assistant director 2. Participated in the regional symposium crop biotechnology 3. Participated in the DOST Visayas cluster call conference 4. Assigned as co-chairman of the reception and ushering committee in the					

				VSU general alumni homecoming					
				5. Designated as head of the central analytical services laboratory (CASL)					
Total Overall Rating									

Average Rating (Total Over-all rating divided by 4)		
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.95
ADJECTIVAL RATING		Outstanding

**Comments & Recommendations for
Development Purpose:**

TO prepare research proposals
for funding

Evaluated & Rated by:

MARLON M. TAMBIS/EDGARDO E. TULIN

Asst. Director/Director, PhilRootcrops

Date: _____

Recommending Approval:

ROSA OPHELIA D. VELARDE

Director for Research

Date: _____

Approved by:

MARIA JULIET C. CENIZA

VP for Research, Extension & Innovation

Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

X	1 st	Q U A R T E R
X	2 nd	
	3 rd	
	4 th	

Name of Office: **PhilRootcrops**

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

Name of Personnel: **JAMES A. PATINDOL** 

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. 9, 2023 February 10, 2023 February 15, 2023	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			

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: **JAMES A. PATINDOL**

Performance Rating:

Aim: To prepare research proposals
To perform instruction function
To come up with approved proposals for funding and implementation

Proposed Interventions to Improve Performance:

Date: July 1, 2023

Target Date December 31, 2023

First Step:

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

Result:

- 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 Applied Chemistry
-

Date: Jan. 1, 2024

Target Date June 30, 2024

Next Step:

- Follow-up the submitted proposals
- Attends capability build-up trainings
- Attend one-on-one mentoring with supervisors



Outcome:

- Approved Research projects implemented
- Instructor to Chemistry students
- Enhanced capability in research management, proposal preparation and publication writing.

Final Step/Recommendation:

- To 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:


JAMES A. PATINDOL

Name of Ratee / Faculty/Staff