

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
July-December 2023**

Name of Faculty Member: **CHARLIE S. ANDAN (Faculty & Department Head)**

Program Involvement	Percentage Weight of Involvement	Numerical Rating	Equivalent Numerical Rating
(1)	(2)	(Rating x%)	(2x3)
		(3)	
1. Instruction			
a. Head/Dean (50%)		4.82 x .50	2.41
b. Students (50%)		1 x .50	0.50
			2.91
Total for Instruction	66% 70% <i>#</i>		2.937 <i>1.9206</i>
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	1%	4	0.04
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	3%	4.72	0.1416
4. Administration	30%	5	1.5
5. Production			
Overall Total			<i>3.6022</i> 3.7186

EQUIVALENT NUMERICAL RATING: **3.7186** *3.6022*
 Add: Additional Points, if any: **0.00**
 TOTAL NUMERICAL RATING: **3.7186** *3.6022*

ADJECTIVAL RATING: **Satisfactory**

Prepared by:

Reviewed by:

CHARLIE S. ANDAN
 Name of Faculty

CHARLIE S. ANDAN
 Department Head

Recommending Approval:

JANNET C. BENCURE
 Dean, CET

Approved:

BEATRIZ S. BELONIAS
 Vice President, Academic Affairs



"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, CHARLIE S. ANDAN, a faculty and Head of the DEPARTMENT OF METEOROLOGY commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JULY 1 - DECEMBER 31, 2023.

CHARLIE S. ANDAN
Faculty/Head, DMet
Date: 1-15-24

Approved:

JANNET C. BENCURE
College Dean
Date: 1/17/24

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										NA
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned							
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							

		A3 . Number of students advised on thesis/special									
		<i>As GAC Chairman</i>	Advises and corrects research outline and thesis/SP/dissertation manuscript								
		<i>AS GAC Member</i>	Advises and corrects research outline and thesis/SP/dissertation manuscript								
		A4 . Number of students entertained for consultation	<i>Entertains students seeking consultation with faculty</i>								
	PI 9: Number of instructional materials developed *	A5 . Number of on-line ready courseware developed and submitted for review	<i>Converts the existing instructional materials into flexible learning systems</i>								
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>								
		<i>Supplemental learning resources</i>	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>								
		<i>Assessment tools</i>	<i>Prepares assessment tools such as long exam, quizzes, problems sets, etc.</i>								
		<i>A 6 : Number of on-line course ware reviewed by TRP & edited by MMDC editor</i>	<i>Submits the course ware duly reviewed by TRP for editing by MMDC editor</i>								
		<i>A 7 : Number of virtual classroom created and</i>	<i>Creates virtual classroom using either Moodle or Google Classroom</i>								
	PI 10 . Additional outputs:	A 8. Other outputs implementing the new normal due to Covid 19	<i>Designs experiential learning activities and other outputs to implement new normal</i>								
UMFO 2. HIGHER EDUCATION SERVICES											
OVPI UMFO 3. Higher Education Management Services											
	PI 1. Percentage of first time licensure exam takers that pass the licensure exams	A1. Percentage of first time takers that passed the licensure exams	<i>Handles and teaches courses assigned</i>								
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs	A3. Provide support to RQAT compliance for the Program	<i>Follow the CMO for the program</i>								

	PI 4. Percentage of undergraduate programs with accreditations	A4. Percentage of undergraduate programs with accreditations								
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	<i>Handles and teaches courses assigned</i>	7.5	2	5	5	5	5.00	Mete 131 & Mete 145 both with Lec & Lab
		A10. Number of grade sheets submitted within prescribed period	Prepares grade sheet and submits on or before deadline		2	5	5	5	5.00	Mete 131 & Mete 145
		A11. 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							
		A12. Number of trainings attended related to instruction	Attend mandated trainings							
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught		4	5	5	5	5.00	Mete 131 & Mete 145: Midterm & Finalterm Exams
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab		3	5	5	5	5.00	Mete 131 & Mete 145: Quizzes
		A15. Number of lab reports and term papers checked and	Checks lab reports and term papers submitted as required		8	5	5	5	5.00	Mete 131 & Mete 145: Lab Reports
	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic adviser to students</i>		17	5	5	5	5.00	Batch 2021
		A17. Number of students advised on thesis/ field								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript		1	4	5	5	4.67	BSMet-3 Interns (Ms. Vasquez & Engriga)
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript							
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	15	5	5	5	5.00	Mete 131 & Mete 145 Class; Acad Advisee

	PI 9: Number of student organizations advised/assisted *	A19. Number of Student organizations advised	Advises student organizations recognized by USOO		1	5	5	4	4.67	Project SAVE ME
		A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities		2	5	5	4	4.67	VSU MetSoc & Project SAVE Me Document Related Concerns
	PI 10: Number of instructional materials developed *	A 21 : Number of on-line course were developed and submitted :	Prepares and submits for review by the Technical Review Panel							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	2	5	5	5	5.00	Mete 131 & Mete 145
		Supplemental learning resource	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught		2	5	5	4	4.67	Mete 131 & Mete 145
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	10	5	5	4	4.67	Mete 131 & Mete 145: Quizez, Problem Set, Homeworks, Recorded Video Presentation & Lab Exercises
		A 23 : Number of on-line course were reviewed by TRP & edited by MMDC editor	Submits the course were duly reviewed by TRP for editing by MMDC editor							
		A 24 : Number of virtual classroom created and	Creates virtual classroom using either Moddle or Google Classroom	2	2	5	5	5	5.00	Mete 131 & Mete 145
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
		A 26. Other outputs implementing the new normal due to Covid 19	Designs experiential learning activities and other outputs to implement new normal							
		A.28. Number of batches of examinees proctored for VSU CAT	Validation of examinee's identity and proctoring the exam							
Total points									4.88	

UMFO 3 . RESEARCH SERVICES										
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A29. 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	4	4	4	4.00	Project: Assessing the Role of Mangroves in Protecting Coastal Communities from Typhoon Related Hazards in the Central Philippines
	PI 2. Number of research outputs completed within the year *	A 29. Number of research outputs completed within the year *	Conducts and completes research project within the year							
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 31. 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</i>								
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 32. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific for a/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In Nat'l/regional</i>								
	PI 5. Percent of research proposals approved *	A 33. Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
	PI 6. Additional outputs*	A 34. No. of research-related awards (research conducted by faculty or student w/ faculty)								
		A 35. 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							

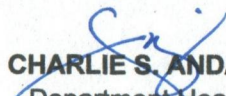
		A 36. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output								
		A 37. Other outputs implementing the new normal due to Covid 19	Designs research related activities and other outputs to implement new normal								
			Total points							4.00	
UMFO 4. EXTENSION SERVICES											
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 38. 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		1	5	5	4	4.67	Manila Observatory	
	PI 2. Number of trainees weighted by the length of training	A 39. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer		30	5	5	4	4.67	Leyte Disaster Risk Reduction and Management (DRRM)	
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 40. Number of extension programs/projects implemented	Implements duly approved extension projects		1	5	5	4	4.67	Project SUGAT: Stories for Sustainabilities	
	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 41. 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	100%	100%	5	5	5	5.00	30/30 participants during the Leyte Disaster Risk Reduction and Management (DRRM) Convention	
	PI 5. Number of technical/expert services	A 42. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries								
	<i>Research Mentoring</i>	<i>Research Mentor</i>									
	<i>Peer reviewers/Panelists</i>	<i>Peer reviewers/Panelists</i>		1	1	4	5	4	4.33	RDE TWG on Climate Change	
	<i>Resource Persons</i>	<i>Resource Persons</i>									

	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant								
	Evaluator	Evaluator								
	PI 8. Percent of extension proposals approved *	A 43. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
	PI 11. Additional outputs *	A 44. No. of extension-related awards (extrn. conducted by faculty or student & faculty) *		1	5	5	5	5.00	Speakership during Leyte Disaster Risk Reduction and Management (DRRM)	
		A 45. Other outputs implementing the new normal due to Covid 19	Designs extension related activities and other outputs to implement new normal							
			Total points					4.72		
UMFO 5. SUPPORT TO OPERATIONS										
OVPI MFO 4. Program and Institutional Accreditation Services										
	PI 8. 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*	A 46. 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	zero non-conformity	5	5	5	5.00	
		A 47. 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	100% compliant	5	5	5	5.00	
		On program accreditations								
		On institutional accreditations								


UMFO 6. General Admin. & Support Services (GASS)										
	PI 2. Zero percent complaint from clients served	A 48. Customer friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint						
	PI 3: Additional Outputs	A 49. 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 50. Other outputs implementing the new normal due to Covid 19	Designs administration/management related activities and other outputs to implement new normal							
		As head of the Department of Meteorology from Jan-June 2023.	Gives over-all direction of the department, supervise the faculty & staff of the department and do other tasks assigned by the dean of CET			5	5	5	5.00	
		Recruited additional faculty	Conduct instructions, research and extensions							
			Total points						5.00	
	Total Over-all Rating								4.82	

Average Rating (Total Over-all rating divided by 20)	4.82	Comments & Recommendations for Development Purpose: <i>Recommended to attend trainings / workshops / seminars to improve relevant to classroom management to improve teaching performance.</i>
Additional Points:		
Approved additional points (with copy of approval)		
FINAL RATING	4.82	
ADJECTIVAL RATING	Very Satisfactory	


Evaluated & Rated by:


CHARLIE S. ANDAN
 Department Head
 Date: *1-15-24*

Recommending Approval


JANNET C. BENCURE
 College Dean, CET
 Date: *1/17/24*

Approved by:


BEATRIZ S. BELONIAS
 Vice President for Academic Affairs
 Date: *1/22/24*