SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Rating Period: JULY-DECEMBER 2022

Name of Faculty Member: **ERROL C. FERNANDEZ**

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head (50%)		4.94 x 50% = 2.470	
b. Students (50%)		3.67 x 50% = 1.835	
TOTAL for Instruction	85%	4.31	3.659
2. Research			
a. Client/Director for Research			
b. Dept. Head/Center Director			
TOTAL for Research			
3. Extension			
a. Client/Director for Extension			
b. Dept. Head/Center Director	10%	5.00 x 0.10 = 0.500	
TOTAL for Extension			0.500
4. Production			
5. Administration/Other Services	5%	5.00 x 0.05 = 0.250	0.250
TOTAL	100%		4.409

EQUIVALENT NUMERICAL RATING: 4.409
Add: Additional Points, if any: _____
TOTAL NUMERICAL RATING: **4.409**

ADJECTIVAL RATING: **VERY SATISFACTORY**

Prepared by:

ERROL C. FERNANDEZ
Name of Faculty

Reviewed by:

JETT C. QUEBEC
Department Head

Recommending Approval:

MA. THERESA P. LORETO
Dean, CAS

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ERROL C. FERNANDEZ, a faculty member of the DEPARTMENT OF LIBERAL ARTS AND BEHAVIORAL SCIENCES 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-DECEMBER 2022

Approved:

ERROL C. FERNANDEZ
Instructor I
Date: December 16, 2022

JETT C. QUEBEC
Department Head
Date: January 6, 2023

MA. THERESA P. LORETO
College Dean
Date: JAN 1 3 2023

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	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											
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE		Handles subjects/courses assigned	NA			·			
	PI 8: Number of graduate students advised *	A2. Number of students advised		Acts as academic adviser to graduate students	NA						
		A3. Number of students advised on thesis/special problem/dissertation			NA						
		As GAC Chairman		Advises and corrects research outline and thesis/SP/dissertation manuscript	NA						
		AS GAC Member		Advises and corrects research outline and thesis/SP/dissertation manuscript	NA						
		A4. Number of students entertained for consultation purposes		Entertains students seeking consultation with faculty	NA						
	PI 9: Number of instructional materials developed *	A5. Number of on-line ready coursewares developed and submitted for review		Converts the existing instructional materials into flexible learning systems	NA						
		On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	NA						

		Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	NA					
		Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	NA					
		A 6 : 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	NA					
		A 7 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom	NA					
	PI 10 . Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19		Designs experiential learning activities and other outputs to implement new normal	NA					
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE		Handles and teaches courses assigned	18	26.85	5	5	5	5.00	M127, M138, M842, M131, M336, IPHP
		A10 . Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline	10	6	5	5	5	5.00	M127, M138, M842, M131, M336, IPHP
		A 11 . 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	10	6	5	5	5	5.00	M127, M138, M842, M131, M336, IPHP
		A12 . Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings	2	1	5	5	5	5.00	Risk Assessment Management Training November 24-25, 2022
		A13 . Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught	10	12	5	5	5	5.00	Readings in Philippine History, Ethics, Introduction to the Philosophy of the
		A14 . Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	10	12	5	5	4	4.67	Readings in Philippine History, Ethics, Introduction
		A15 . Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required	None						
	PI 8: Number of students advised: *	A16. Number of students advised:		Acts as academic adviserto students	NA						

	PI	Activity	Type	Description							Remarks
		A17. Number of students advised on thesis/ field practice/special problem:			NA						
		As SRC Chairman	Advising/correction	Advises, and corrects research outline and thesis/SP manuscript	NA						
		As SRC Member	Advising/correction	Advises and corrects research outline and thesis/SP manuscript	NA						
		A18. Number of students entertained for consultation purposes		Entertains students consulting on subject taught, thesis and grades	10	15	5	5	4	4.67	
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised		Advises student organizations recognized by USOO	None						
		A20. Number of Student organizations assisted on student related activities		Assists student organizations in implementing student related activities	None						
	PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :		Prepares and submits for review by the Technical Review Panel							Readings in Philippine History, Ethics
		On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	3	NONE					
		Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	3	8	5	5	5	5.00	Readings in Philippine History, Ethics, Introduction to the Philosophy of the Human Person
		Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	3	10	5	5	5	5.00	Readings in Philippine History, Ethics, Introduction to the Philosophy of the Human Person
		A 23 : 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	3	NONE					
		A 24 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom	5	6	5	5	5	5.00	M127, M138, M842, M131, M336, IPHP
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:									
		Program accreditation/evaluation		Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	NA						

PI	Activity		Task								Remarks
	Agency/firm/Industry linkages		Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	NA							
	A 26. Other outputs implementing the new normal due to covid 19		Designs experiential learning activities and other outputs to implement new normal	2	6	5	5	5		5.00	Readings in Philippine History, Ethics, Introduction to the Philosophy of the Human Person
					SUB-TOTAL					4.94	
UMFO 3 . RESEARCH SERVICES											
PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A27. 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	NONE						
PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *		Conducts and completes research oroject within the year	1	NONE						
PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. 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	1	0						
	In refereed int'l journals										
	In refereed nat'l/regional journals										
PI 4. Number of research outputs presented in regional/national/ int'l	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *		Prepares, submits and presents research paper in scienfic for a/conferences	1	0						
	In int'l fora/conferences			1	0						
	In nat'l/regional fora/conferences			1	0						
PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved		Prepares research proposals, submits and	None							
PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or			None							
	A 33. Number of journal articles/scientific paper received and		Acts as peer reviewer of journal articles/scientific	N/A							
	A 34. Number of UMs submitted to ITSO, VSU	UM preparation	Prepares and submits application for UM of technology generated out of research output	NA							
	A 35. Other outputs implementing the new normal due to covid 19		Designs research related activities and other outputs to implement new normal	N/A							
					SUB-TOTAL					NONE	
UMFO 4. EXTENSION SERVICES											

PI	A		Description							Remarks
PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs,	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders		Identifies and links with probable partners for extension activities and maintains this active	1	1	5	5	5	5.00	Baybay City DepEd Division
PI 2. Number of trainees	A 37. Number of trainees weighted by		Conducts trainings among	1	0					
PI 3. Number of extension programs organized and supported consistent with	A 38. Number of extension programs/projects implemented		Implementes duly approved extension projects	1	1	5	5	5	5.00	Capacity Building for the Teaching of the Introduction to the Philosophy of the
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 39. 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	1	1	5	5	5	5.00	Capacity Building for the Teaching of the Introduction to the Philosophy of the Human Person
PI 5. Number of technical/expert services	A 40. Number of technical/expert services as/in:		Provides the technical and expert services requested by beneficiaries	NA						
Research Mentoring	Research Mentor			None						
Peer reviewers/Panelists	Peer reviewers/Panelists			None						
Resource Persons	Resource Persons			1	1	5	5	5	5.00	Integrating the Rainforestation Farming
Convenor/Organizer	Convenor/Organizer			1	0					
Consultancy	Consultant			1	0					
Evaluator	Evaluator			1	0					
PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *		Prepares extension project proposals, submits and follow up its approval for	1	1	5	5	5	5.00	Capacity Building for the Teaching of the Introduction to the Philosophy of the
PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student &			1	1	5	5	5	5.00	Capacity Building for the Teaching of the Introduction to the Philosophy of the
	A 43. Other outputs implementing the new normal due to covid 19		Designs extension related activities and other outputs to implement new normal	1	1	5	5	5	5.00	Capacity Building for the Teaching of the Introduction to the Philosophy of the Human Person
					SUB-TOTAL				5.00	

UMFO 5. SUPPORT TO OPERATIONS

OVPI MFO 4. Program and Institutional Accreditation Services

PI	A		Description							
PI 8. Compliance to all requirements thru the	A 44. Compliance to all requirements of theQMS core processes of the university		Ensures that all the QMS core processes of the	zero non-conformity						
	A 45. Compliance to all requirements of the program and institutional accreditations:	Minutes Preparation	Prepares required documents and complies	100% compliant	00% compliant					

	On program accreditations	Pilot Plant Manager		NA					
	On institutional accreditations	SSF Rootcrop facility incharge		NA					

UMFO 6. General Admin. & Support Services (GASS)

PI 2. Zero percent complaint from clients	A 46. Customerly friendly frontline services		Provides customer friendly frontline services to clients						
PI 3: Additional Outputs	A 47. Number of /new initiatives		Initiates/introduces	None					
	A 48. Other outputs implementing the new normal due to covid 19		Designs administration/management related activities and other outputs to implement new	None					
PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services		Provides customer friendly frontline services to clients	no valid complaint	no complaint	5	5	5	5.00
PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *		Initiates/introduces improvements in performfing functions resulting to best practice	None					
	A 48. Other outputs implementing the new normal due to covid 19		Designs administration/management related activities and other outputs to implement new normal	None					
					SUB-TOTAL			5.00	
	Total Over-all Rating								
	Average Rating								
	Adjectival Rating								

Average Rating (Total Over-all rating divided by number of entries)		
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		
ADJECTIVAL RATING		

Comments & Recommendations for Development Purpose: Mr. Fernandez serves the department with enthusiasm and integrity. His deidication to assigned tasks are beyond measure. He needs though to finish his masters degree.

Evaluated & Rated by:

JETT C. QUEBEC
Department Head
Date: January 6, 2023

Recommending Approval

MA. THERESA P. LORETO
Dean, College of Arts and Sciences
Date: .JAN 13 2023

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date:

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **Errol C. Fernandez**

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1	Teach 1 course: Ethics (Phlo11)	Provide attendance sheets of assigned classes, midterm and final grade-sheets per course, and achieve an outstanding result in students' performance evaluation	July 2022	December 2022	December 2022	Very Impressive	Outstanding	
2	Assist students' concerns through students' consultation	Will improve students' performance	July 2022	December 2022	December 2022	Very Impressive	Outstanding	
3	Class preparation	Will prepare visual aids, quizzes, and activities	July 2022	December 2022	December 2022	Very Impressive	Outstanding	
4	Submission of midterm grades and final grades	Grades will be submitted to the university registrar	July 2022	December 2022	December 2022	Very Impressive	Outstanding	
5	Participate in all activities conducted by the department, college, and the university	Attendance sheet; will present certificates if possible	July 2022	December 2022	December 2022	Very Impressive	Outstanding	
6	Perform other functions assigned by the department head	Facilitates and spearheads the tasks assigned by the department head.	July 2022	December 2022	December 2022	Very Impressive	Outstanding	

* Either very impressive, impressive, needs improvement, poor, very poor

** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

JETT C. QUEBEC
Department Head

EXHIBIT L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Errol C. Fernandez

Performance Rating: Outstanding

Aim: To pursue graduate studies for the degree of Master of Arts in History, engage in research or extension projects and improve teaching strategies.

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: July 2022   Target Date: December 2022

First Step:

a) Encouraged to continue working on his master's thesis to finish within the school year.
b) Required him to be involved in research or extension projects which the Department has started to work on.

Result:

He is currently working on his master's thesis and is expected to finish his degree in this school year, 2022. Moreover, he is the project leader of the extension project on capacity building for teaching the Introduction to the Philosophy of the human person to senior high school students.

Date: July 2022   Target Date: December 2022

Next Step:

He was advised to finish his Master's Thesis by the end of December 2022. Employ more teaching strategies based on the evaluation of the students.

Outcome: NA

Final Step/Recommendation: NA

Prepared by:

JEFF C. QUEBEC
Department Head

Conforme:

ERROL C. FERNANDEZ
Faculty