# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member:

FLORA MIA Y. DUATIN

Position/Designation:

Associate Professor II, NARC

	Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x%)	Equivalent Numerical Rating
	(1)	(2)	(3)	(2x3)
1.	Instruction	25%		
a.	Head/Dean (50%)		4.74x50%= 2.37	0.5925
b.	Students (50%)		$5.00 \times 50\% = 2.50$	0.6250
	TOTAL for Instruction			1.2175
	Research	15%	5.00	0.7500
5.	Extension	40%	4.67	1.8680
4.	Others	20%	4.67	0.9340
5.	Production	_	_	
T	TOTAL	100%		4.7695

<b>EQUIVALENT NUMERICAL RATING:</b>	4.7695
Add: Additional Points, if any:	
TOTAL NUMERICAL RATING:	4.7695
ADJECTIVAL RATING:	Outstanding

Prepared by:

FLORA MIA Y. DUATIN

Name of Staff

Reviewed by:

FELICIANO

FELICIANO G. S.
Director, NARC

Recommending Approved:

Approved:

Vice-President

## **VISAYAS STATE UNIVERSITY**

Visca, Baybay City, Leyte, Philippines

## INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, FLORA MIA Y. DUATIN, Associate *Professor II* of the <u>National Abaca Research Center-Visayas State University</u> commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period JANUARY 2019 to JUNE 2019.

FLORA MIA Y. DUATIN Ratee

Approved: ELVIRA L. OCLARIT
Head of Unit

MFO & Performance Indicators (PI)	Success Indicators	Task Assigned	Target	Actual Accomplishments*		on the second distribution of the	TING		Remarks
				Accomplishments	Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
MFO1: Advanced and			Instruction: At least 25%						
Higher Education Services			of the total tasks						
PI1: Full-Time	Number of courses/subjects handled	Teaches courses/subjects per semester	1	1	5	4	5	4.66	
Equivalent (FTE)	per semester/summer								
P12: Student advising	Number of student organization advised	Advise student organization							
	Number of student activities assisted	Assist student related activity	1	7	5	5	5	5.0	
	Number of student research advisees	Handles student research advisees/Acts as Adviser	3	5	5	#	5	4.66	AND THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAMED
	Number of students advisees	Acts as SRC chairman/member (undergraduate student)	2	2	5	4	A A SECURE OF THE PARTY OF THE	4.66	
	Number of hours spent on student consultation		30	50	5	4	5	4.66	
Total Over-all Rating		D		And the state of t				23.65	9
-	Average Rating (Total Over-all rating devided by 4)				Com	men	ts & I	Statement of Contractors	nmendations fo
	Additional Points:				Deve	elopn	nent	Purpo	ses:
	Approved Additrional points (with copy of approval)	)		A STATE OF THE STA	1	-		-	
ſ	FINAL RATING		New World Self-Self-Self-Self-Self-Self-Self-Self-	4.74	1	Wey	and	able	one and
				\ .	(	7200	74	0	1
<u>.</u>	ADJECTIVAL RATING			OUTOTATIONS	4	TOY	5 6	eall	~ .′
I									

Evaluated	and	Rated	by:
	V	1	

Director Date:

Date: \_\_

Recommending Approval:

Approved by:

OTHELLO B. CAPUNO
Vice-President

Date:

## VISAYAS STATE UNIVERSITY Visca, Baybay City, Leyte, 6521-A Teaching Performance Evaluation

Teacher: <u>Duatin, Flora Mia Y.</u> <u>Second Semester 2018 - 2019</u> No. of Raters: <u>20</u>

	Work Performance	N/A	1 Poor	2 Below Satis- factory	3 Satis- factory	Very Satis- factory	5 Out- standing	Median
1	Explains course objectives, requirementand grading system at the beginning of the semester					6	14	5.0
2	Always prepared and organized in class					4	16	5.0
3	Uses appropriate and updated instructional materials					2	18	5.0
4	Gives clear instructions/guidelines in accomplishing tasks					2	18	5.0
5	Discusses lessons clearly and with confidence, giving relevant examples to make the lesson more understandable					2	18	5.0
6	Makes classroom activities interesting and lively					5	15	5.0
7	Encourages students to ask questions and welcomes comments and suggestions					3	17	5.0
8	Has mastery of the subject matter					2	18	5.0
9	Available for student consultation even outside class time					3	17	5.0
0	Holds class regularly, starts and dismisses class on time and utilizes class period fully					3	17	5.0
1	Gives relevant assignments, course requirements					4	16	5.0
12	Returns quizzes, exams, homework, assignments and exercises				1	2	17	5.0
3	Fair in giving grades					2	18	5.0
4	Wears clean and appropriate clothes/attire in class	S				3	17	5.0
15	Firm in implementing policies yet approachable and understanding					4	16	5.0
16	Commands respect of students				1	2	17	5.0
17	Exercises decency in speech and actions				1	2	17	5.0
	Median Rating		5.	0			Ou	tstandin
dia	1 P 2 F 3 S 4 V	ating Descri						

10.00% 5.00% 10.00%
5.00%
10.00%
10.00%
85.00%
5.00%
5.00%

# VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte, Philippines

## INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, FLORA MIA Y. DUATIN, Associate Professor If of the National Abaca Research Center-Visayas State University commits to deliver and agree

to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January 2019 to June 2019.

FLORA MIA Y. DUATIN

Ratee

Approved: FELICIANO G. SINON

Head of Unit

MFO & Performance	Success Indicators	Task Assigned	Target	Actual		R/	ATING	i	Remarks
Indicators (PI)		l l l l l l l l l l l l l l l l l l l	largot	Accomplishments	Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	Homan
MFO2: Research			Research: At least /5%	A CONTRACTOR OF THE PROPERTY O			-		
Services			of the total tasks						Produced to employ the agent in a back and a many or in the
PI1: Number of Outputs	Number of research outputs submitted for	Develops and submits research paper	-	al antitro the mantition of the designation of the design of the agent of designation of the action of the designation of the d			-	-	
Published in CHED	publilication in referreed international/	for publication in refereed international/	A service of specimens with regions or presidently in ground that which period is sound distributed in the Security Services and Security Security Services and Security Secur				-		
accredited journals/	national and other accredited indexed	national indexed journals				-	1	-	Milliania di mai di sastona la capitalista de de
internationally indexed	journal						1	-	
journals			The state of the s				-	-	
PI2: Number of Outputs	Number of research outputs presented	Presents research outputs in	the state of the s		~	_			
presented in regional/	in international/national/regional and	international/national/regional and			-				
national/international	local fora or conferences	local fora or conferences							
fora/conferences							-	-	
	Number of research projects/studies	Implements research projects/studies	2	_	~		_	-	And the second of the second o
	implemented								
PI3: Number of proposals	Number of proposals developed and	Develop and submit proposal for abaca	1	2	5	5	5	5.00	Marie del Santo Marie del Approximation de
submitted	and submitted	NEX.				-	and the state of t	*********	tion for extract references and an extensive of except the citizent of the cit
	Number of proposals approved				and other distributions and	***************************************	-		the property of the foreign party and the state of the st
	for funding			Annual during a person person of the particular representation of the contract		-	-		Marketika kapata (Militarya njaka: 15 majaya (K. Kasarés 16 maja
MFO3: Extension			Exension: At least 40%	politica (propriation contraction and contraction, contractions, against a submitted to the contraction of t	And and an arrange of			-	and the section of the grade graves received the grade of freedom (section and section and section as the section and section and section and section as the section and section as the section and section as the secti
Services			of the total tasks			POSTAL PROPERTY.	-		AND STATE OF THE PROPERTY OF THE STATE OF TH
PI1: Number of Trainings	Number of clients served	Provide technical assistance to abaca	10	50	5	4	5	4.67	
conducted		pulp processors, farmers & other cleints		And the real and the same of t					
	Number of projects implemented	Conducts/implements projects/	1		^	~	-		that distributes of a proper conjunction of the state of the conjunction of the state of the sta
		components					COL GASSIMAN MARK		A resignative state by the stay objecting of the special policy and the state of the State

						Target	Task Assigned	Success Indicators	MFO & Performance Indicators (PI)
					regularistiki sargo Antineg pinentili dayo demoi magini indih daya bilina nayayin diki daya ji inmon dari	Others: At least 20% of			Others:
	277	7	4'	5	750	30	Conducts briefings on abaca production,	Number of visitors briefed	
							variety selection & other technologies		
								Number of trainings served as resource	
					~	1	Act as resource person during trainings	betson	
	L) *	フ	¥	2				Number of meetings, seminars,	
	17.2	0	+		10	g	Attends meetings, seminar, conferences	conference	Photology of the residency of the photology of the photol
Marie William (Marie Andrews Control of Marie			Description of the State of the				and trainings	and trainings attended	сторов на применения на пр Применения на применения н
	197	9	P	દ	Þ	Þ	Acts as committee member/chair win	Number of committee membership/	the collection for the state of
							the university	chairmanship w/n the university	
	1								pristed the source leter
	18,85							Commence and the commence of t	Total Over-all Rating

ships shi is softlift in the office	CONTAMONDE	ADJECTIVAL RATING
degree in order to filly four	19:4	
1, 2) 11/2 d. 2000b	dy v	FINAL RATING
AN MY HAID OF YOUR OUT		Approved Additrional points (with copy of approval)
Development Purposes:		Striog IsnotitibbA
Comments & Recommendations for		Average Rating (Total Over-all rating devided by 4)

Approved by:

OTHELLO B. CAPU

Date:

Recommending Approval:

FELICIANO G. SINON

Date:

Evaluated and Rated by:

Date:

## PERFORMANCE MONITORING

Name of Employee: FLORA MIA Y. DUATIN

Task	Task Description	Expected	Date	Expected Date	Actual Date	Quality of	Over-all	Remarks/	
No.		Output	Assigned	to Accomplish	accomplished	Output*	assessment of output**	Recommen- dation	
MFO	: Advanced and Higher Education Se	rvices (FTE	and Advising	: Instruction: At	least 25% of the	total tasks			
1	No. of courses/subjects handled per semester/summer	1	Jan 1, 2019	June. 30, 2019	1	Very Impressive	0	Strong leader	p-
2	No. of student organization advised							one a.	
3	No. of student activities assisted	1	Jan 1, 2019	June. 30, 2019	7	Very Impressive	0	Strong leader	
4	No. of student research advisees	3	Jan 1, 2019	June. 30, 2019	5	Very Impressive	0		
5	No. of students advisees	2	Jan 1, 2019	June. 30, 2019	2	Very Impressive	0		
6	No. of hours spent on student consultation	30	Jan 1, 2019	June. 30, 2019	50	Very Impressive	0		
MFO2	2: Research and Extension Support Ser	vices (Resea	rch: At least	15% of total tasks	)	and the state of t	Learning and a grant of the state of the sta		10
7	No. of research outputs submitted for publication in referred international/national and other accredited indexed journal	-		clusive research utputs	-			- SHE NEERS to COMPUTE HOR. PhD OFFICE IN ORDOR TO TULLY FOCUS HIR PORPO WATER OFFICE	1
8	No. of research outputs presented in international/national/regional and local fora or conference	1	As s	cheduled	_ ^			town man mape	psibrú
	- Submitted Developed Technology for patent	áda							
9	No. of research projects/studies implemented	2							

10	No. of proposals develop and submitted	1	As subm	nitted for review	2	Very Impressive	0
MO3	Extension: At least 40% of the total tas	k					
11	No. of clients served	10	Jan 1, 2019	June. 30, 2019	50	Very Impressive	0
12	No. of projects implemented						
13	No. of visitors briefed	30	As scheduled		250	Very Impressive	0
4	No. of trainings served as resource person	1	As scheduled		pre		
mothweighte kennike spens	rs: (at least 20% of total tasks)						
15	No. of meetings, seminars, conference and trainings attended	5	As	scheduled	10	Very Impressive	0
16	No. of committee membership/chairmanship w/n the university	4	As	s assigned	4	Very Impressive	0

<sup>\*</sup> Either very impressive, impressive, needs improvement, poor, very poor \*\* Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

#### EMPLOYEE DEVELOPMENT PLAN

Signature: / figluor Name of Employee: FLORA MIA F. DUATIN Performance Rating: **OUTSTANDING** Aim: To finish PhD Degree to effectively perform expected functions Proposed Interventions to Improve Performance: Date: Jan. 1, 2019 Target Date: June 30, 2019 First Step: Dissertation finalization and defense Result: - For graduation and results for publication. Date: <u>July 1, 2019</u> Target Date: <u>Dec. 31, 2019</u> Next Step: 6. To develop and submit proposals to funding agencies. 7. Implement abaca researchers. 8. Perform instruction-related functions like teaching and as adviser to undergraduate and graduate students. Outcome: 8. Outstanding research outputs. 9. Submitted grades of students on time. 10. Outstanding research outputs/promising technologies/relevant information generated. 11. Advises graduated on time. Final Step/Recommendation:

Prepared by: