

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

Name of Faculty Member: ANALYN M. MAZO

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2 x 3)
1. Instruction			
a. Dean (50%)		$4.98 \times 0.5 = 2.49$	1.245
b. Students (50%)		$5 \times 0.5 = 2.5$	1.25
TOTAL for Instruction	50%		
2. Research	20%	5	1
3. Administration	30%	5	1.5
TOTAL RATING			4.995

EQUIVALENT NUMERICAL RATING: 4.99

Add: Additional Points, if any:


TOTAL NUMERICAL RATING 4.99

ADJECTIVAL RATING: OUTSTANDING

Prepared by:

Reviewed by:

  
**ANALYN M. MAZO**  
Name of Faculty

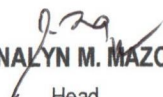
  
**CANDELARIO L. CALIBO**  
Dean

Approved:

  
**EDGARDO E. TULIN**  
President

Visayas State University  
**DEPARTMENT OF BIOLOGICAL SCIENCES**  
Visca, Baybay City, Leyte  
**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (IPCR)**

I, ANALYN M. MAZO , commits 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 2016.

  
**ANALYN M. MAZO**  
Head

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

  
**CANDELARIO L. CALIBO**  
Dean

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

MFO No.	MFO Description	Success/Performance Indicator (PI)	Task Assigned	Target	Actual Accomplishment	Rating				Remark
						Quality	Efficiency	Timeliness	Average	
UMFO	1: Advanced Education Services									
DBS MFO 1.	Graduate Degree Program									
	PI 1: Number of graduate degree specializations									
	PI 2: Total FTE monitored									
	PI 3: Percentage increase in number of graduate									
	PI 4: Number of graduate programs proposed		Made proposal for MS Biology	50.00%	50.00%	5	5	5	5	Proposal for MSBiology has been submitted and reviewed already by the Graduate
DBS MFO 2.	Graduate Student									
	PI 1: Number of graduate students awarded with scholarship/ assistantship									
	PI 2: Percentage of graduate students awarded with scholarship/ assistantship who graduated within prescribed period									
	PI 3: Number of graduate students advised		Serve as GAC-adviser of MaEd students major in Bio sci	3	3	5	5	5	5	

**UMFO 2. Higher Education Services**
**DBS MFO 1. Curriculum Program**

PI 1: Total FTE monitored	Teach undergraduate subjects	1.00	1.25	5	5	5	5	
PI 2: Number of curricular program compliant to CMO, approved and offered								
PI 3: Average passing percentage in licensure examinations in mandated programs	Not applicable							
PI 4: Number of undergraduates in mandated programs who graduated within the prescribed period								
PI 5: Percentage increase in the number of undergraduate students who graduated within prescribed period								
PI 6: Percentage increase in number of undergraduate students enrolled								
PI 7: Number of academe/industry linkage established								
PI 8: Number of students advised for their academic and thesis concerns	Advise undergraduate students regarding their academic loads and thesis concerns	50	80	5	5	5	5	Serve as thesis adviser, thesis committee chair and member. Also advise BS Biology students in their academic loads as academic adviser.
PI 9: Number of student organizations advised								
PI 10: Number of instructional materials developed/revised	Develop/revise instructional materials	10	25	5	5	5	5	Revised the lecture materials and laboratory guide of Invertebrate Biology.
PI 11: Number of OBE compliant syllabus prepared	Make OBE syllabus for subject taught	1	1	5	5	5	5	Made/revise the OBE syllabus of Biol 117 and facilitated the submission of OBE compliant syllabus of the faculty
PI 12: Additional outputs								

**DBS MFO 3. RESEARCH**

PI 1: Number of published papers in internationally indexed journals								
PI 2: Number of research outputs presented in local/regional/national /international fora/conferences								
PI 3: Number of research project/study conducted and/or completed in schedule	Conduct research	2	2	5	5	5	5	Study leader of two (2) freshwater projects implemented by CAS
PI 4: Number of research proposals submitted	Make research proposals	1	2	5	5	5	5	Submitted research proposals to VSU and CHED



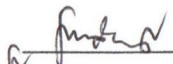
	PI 5: Number of research proposals approved		1	1	5	5	5	5	Research proposal under the project; Assessment and Monitoring of the Biological, Physico-chemical Characteristics and Utilization of VSU
	PI 7: Amount of money generated from external								
	PI 8: Amount of money generated from institutional funding		100,000	100,000	5	5	5	5	
	PI 9: Additional outputs								
	Number of research related awards (research								
	Number of exchange scholars/researchers/visiting professors assisted								
	Number of research articles submitted for publications								
	Number of terminal reports submitted								
<b>DBS MFO 4. Extension services</b>									
	PI 1: Number of technical/expert services rendered	Invited as trainor in resource assessment for LGUs	1	1	5	5	4	4.66	Served as trainor/resource person during the Participatory Resource Assessment for LGU personnel in the 5th district of Leyte
	PI 2: Number of extension projects/components								
	PI 4: Amount of money generated from external								
	PI 5: Amount of money generated from institutional								
	PI 6: Additional Outputs								
	Number of clientele served for identification of specimens as expert in the field								
	Number articles reviewed for peer-reviewed journals	Act as reviewer of articles for publication in journals	1	6	5	5	5	5	Reviewed articles for ATR and the NSU Journal of Science and Technology
	Number of scientific fora attended as speaker/resource person								
<b>DBS MFO 5. Support to operation</b>									
<b>OVPI MFO 1 Faculty Development Services</b>									
	PI 1. Number of faculty pursuing advanced degree								
<b>OVPI MFO 2 Faculty Recruiting/Hiring Services</b>									
	PI 1: Number of new faculty recommended for hiring aligned with ISO standards	Facilitated the hiring of new faculty members (part-time) to help the department in its undergraduate offerings	5	7	5	5	5	5	DBS hires 5-9 part-time faculty members per semester to help us in our undergraduate offerings
	PI 3: Degree program compliant to CHED								

	PI 4: Degree program has passed evaluation with at least level 1								
	<b>OVPI MFO 3</b> Faculty Evaluation Services								
	<b>PI 1:</b> Number of seminars/ trainings/ conventions/ workshops coordinated for entire university								
	<b>PI 2:</b> Percentage of Faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated								
	<b>PI 3:</b> Number of in-house seminars/trainings/workshops/reviews conducted/attended	Attended seminars/workshops to be kept abreast with updates in field of Biology	3	5	5	5	5	5	Attended seminars and workshops here at VSU
	<b>OVPI MFO 4</b> Program and institutional Accreditation Services								
	<b>PI 1:</b> Number of degree programs which passed accreditation/evaluation at least Level 1	Facilitated/coordinated the AACCUP level III Phase I accreditation of BS Biology program	1	1	5	5	5	5	Facilitated in the gathering of documents and making of PPP of the 10 areas for AACCUP Level III phase I accreditation
	<b>PI 2:</b> Percentage of degree program compliant with CHED								
	<b>PI 3:</b> Number of documents gathered for CHED COD application of BS Biology Program	Coordinated in the gathering of documents for COD application	5	8	5	5	5	5	
	<b>PI 4:</b> Number of documents gathered for 2nd round Institutional AACCUP accreditation	Member of Area II for the AACCUP Institutional Evaluation	10	>15	5	5	5	5	Facilitated the gathering of documents in the departments under CAS as member of the area Area II for the Institutional AACCUP
<b>DBS MFO 6: General Administration and Support</b>									
	<b>PI 1:</b> Zero complaints from clients								
	<b>PI 2:</b> Additional outputs								
	Number of PPMP made	Made the PPMP of the department	1	1	5	5	5	5	
	Number of projected workload	Projects the workload of the faculty members before the start of each semester	11	15	5	5	5	5	
	Number of management meetings attended	Attend meetings called by CAS Execum, etc.	3.0	3	5	5	5	5	
	Number of management meetings conducted (DBS holds meeting once a month)	Presides regular meeting at DBS	6	8	5	5	5	5	




	Number of recommendations made for the approval of the administration to enhance the unit's capabilities and better improve its services	Make recommendations for faculty and staff development	5	>10	5	5	5	5	
	Number of requests made for approval by the administration to address some academic/office concerns	Facilitate the approval of requests for academic/office operations	4	6	5	5	5	5	
	Number of Purchase requests made for materials/equipment needed for smooth laboratory and office operation	Facilitated acquisition of equipments for office and lab use	5	>10	5	5	5	5	
	Number of job/letter requests made for the lecture/laboratory rooms and office maintenance	Facilitated requests for repairs for rooms and others	3	>5	5	5	5	5	
Total Over-all Rating								124/166	
Average Rating								4.98	
Adjectival Rating								OUTSTANDING	

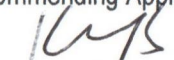
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 Planning Officer  
 Date: \_\_\_\_\_

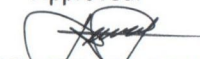
Calibrated by:

  
**REMBERTO A. PATINDOL, PhD**  
 Chairman, PMT  
 Date: \_\_\_\_\_

Recommending Approval:

  
**BEATRIZ S. BELONIAS, PhD**  
 Vice Pres. for Instruction  
 Date: \_\_\_\_\_

Approved:

  
**EDGARDO E. TULIN, PhD**  
 President  
 Date: \_\_\_\_\_