

SUMMARY OF INDIVIDUAL RATINGS OF STAFF MEMBERS  
WITH MULTIPLE FUNCTIONS

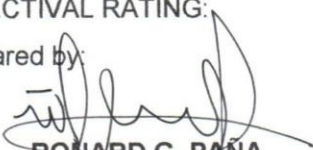
Name of Staff Member: RONARD G. PAÑA

| Program Involvement<br>(1) | Percentage<br>Weight of<br>Involvement | Numerical Rating<br>(Rating x %) | Equivalent<br>Numerical Rating |
|----------------------------|--|----------------------------------|--------------------------------|
| (1)                        | (2)                                    | (3)                              | (2x3)                          |
| 1. Instruction             |  |                                  |                                |
| a. Head/Dean (50%)         | 50%                                    | 4.73                             | 2.37                           |
| b. Students (50%)          | 50%                                    | 4.00                             | 2.00                           |
| TOTAL for Instruction      |  |                                  | 4.37                           |
| 2. Research                |  |                                  |                                |
| 3. Extension               |  |                                  |                                |
| 4. Administration          |  |                                  |                                |
| 5. Production              |  |                                  |                                |
| TOTAL                      |  |                                  | 4.37                           |


EQUIVALENT NUMERICAL RATING: 4.37  
Add: Additional Points, if any:  
TOTAL NUMERICAL RATING: 4.37

ADJECTIVAL RATING: Very Satisfactory

Prepared by:

  
RONARD G. PAÑA  
Name of Staff

Reviewed by:

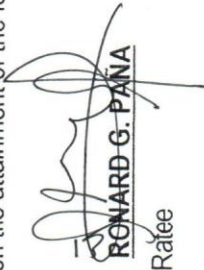
  
CELSO GUMAOD  
Head, DME

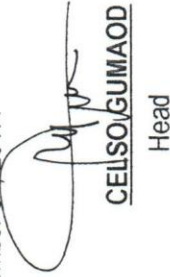
Approved by:

  
EDGARDO E. TULIN  
President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, RONARD G. PAÑA, a faculty member of the DEPARTMENT OF MECHANICAL ENGINEERING commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July 1 to December 31, 2017.

  
RONARD G. PAÑA  
Ratee

  
CELSON GUMAOD  
Head

| MFO No. | MFO Description   | Success/ Performance Indicator (PI) | Program/ Activities/ Projects                   | Tasks Assigned                                      | Target | Actual Accomplishment | Rating |   |   |   | Remarks |
|---------|---|-------------------------------------|---|---|--------|-----------------------|--------|---|---|---|---------|
| UMFO2.  | Higher Education Services   |                                     |   |   |        |                       |        |   |   |   |         |
|         | MFO1. Curriculum Program Management Services                                      |                                     |   |   |        |                       |        |   |   |   |         |
|         | PI 1. Total Undergraduate FTE monitored   |                                     | Instruction                                     | Teach BSME subjects                                 | 15     | 25.90                 | 5      | 5 | 5 | 5 | 5.00    |
|         | PI 8. Number of students advised  |                                     | Academic Adviser                                | BSME Students Academic Adviser                      | 15     | 4                     | 5      | 4 | 4 | 4 | 4.33    |
|         | PI10. Number of instructional materials developed                                 |                                     | Syllabus for courses taught                     | Preparation of OBE-based syllabus                   | 3      | 4                     | 5      | 5 | 5 | 5 | 5.00    |
| UMFO 3. | Research Services   |                                     |   |   |        |                       |        |   |   |   |         |
| UMFO 4. | Extension Services  |                                     |   |   |        |                       |        |   |   |   |         |
| UMFO 5. | Support to Organization   |                                     |   |   |        |                       |        |   |   |   |         |
|         | MFO 3. Faculty Evaluation Services  |                                     |   |   |        |                       |        |   |   |   |         |
|         | PI 4. Number of in-house seminars/ trainings/workshops/reviews conducted/attended |                                     | Attendance & participation to seminar/ workshop | Attend as participants to seminar/workshop/training | 1      | 2                     | 5      | 5 | 4 | 4 | 4.67    |
| UMFO 6. | General Admin. & Support Services (GASS)  |                                     |   |   |        |                       |        |   |   |   |         |
|         | MFO 2. Frontline Services   |                                     |   |   |        |                       |        |   |   |   |         |
|         | PI 1. Efficient and customer-friendly frontline service                           |                                     | Consultation                                    | Zero percent complaint from clients served          | 100%   | 100%                  | 5      | 5 | 4 | 4 | 4.67    |

|                              |  |  |  |  |  |              |  |       |
|------------------------------|--|--|--|--|--|--------------|--|-------|
|                              |  |  |  |  |  | Total Points |  |       |
| <b>Total Over-all Rating</b> |  |  |  |  |  |              |  |       |
|                              |  |  |  |  |  |              |  | 23.67 |
| <b>Average Rating</b>        |  |  |  |  |  |              |  |       |
|                              |  |  |  |  |  |              |  | 4.73  |
| <b>Adjectival Rating</b>     |  |  |  |  |  |              |  |       |
|                              |  |  |  |  |  |              |  |       |

Received by:

TERESITA L. QUIÑANOLA  
PRPEO

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

Calibrated by:

  
**REMBERTO A. PATINDOL**  
Chairman, PMT

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

Recommending Approval:

**BEATRIZ S/BELONIAS**  
Vice Pres. for Instruction

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

Approved:

  
EDGARDO E. TULÍN  
President

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

PERFORMANCE MONITORING & COACHING JOURNAL

|  |                 |                                 |
|--|-----------------|---------------------------------|
|  | 1st             | Q<br>U<br>A<br>R<br>T<br>E<br>R |
|  | 2 <sup>nd</sup> |                                 |
|  | 3 <sup>rd</sup> |                                 |
|  | 4th             |                                 |

Name of Office: Department of Mechanical Engineering

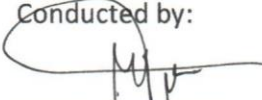
Head of Office: Celso Gumaod

Name of Faculty/Staff: Ronard G. Paña Signature:  Date: \_\_\_\_\_

| Activity Monitoring | MECHANISM   |  |      |                       | Remarks |
|---------------------|---|--|------|-----------------------|---------|
|                     | Meeting   |  | Memo | Others (Pls. specify) |         |
|                     | One-on-One  | Group  |      |                       |         |
| Monitoring          |   | Attended the class to observe students reaction during discussion (October 12, 2017) |      |                       |         |
| Coaching            | Monitored and discussed students' performance (October 5, 2017) |  |      |                       |         |

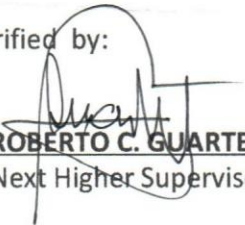
Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

  
**CELSO GUMAOD**

Immediate Supervisor

Verified by:

  
**ROBERTO C. GUARTE**

Next Higher Supervisor

cc: OVPI  
ODAHRD  
PRPEO



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

Teacher: Paña, Ronard G.

First Semester 2017 - 2018

No. of Raters: 13

Subject: 4 - Meng 200 - ME Project

Class Type: Laboratory    8-10W

| Work Performance   |  | NA | 1<br>Poor          | 2<br>Below<br>Satis-<br>factory | 3<br>Satis-<br>factory | 4<br>Very<br>Satis-<br>factory | 5<br>Out-<br>standing | Median |
|--|--|----|--------------------|---------------------------------|------------------------|--------------------------------|-----------------------|--------|
| 1  | Explains course objectives, requirement and grading system at the beginning of the semester                    |    |                    |                                 |                        | 11                             | 2                     | 4.0    |
| 2  | Always prepared and organized in class   |    |                    |                                 |                        | 8                              | 5                     | 4.0    |
| 3  | Uses appropriate and updated instructional materials   |    |                    |                                 | 1                      | 9                              | 3                     | 4.0    |
| 4  | Gives clear instructions/guidelines in accomplishing tasks   |    |                    |                                 |                        | 10                             | 3                     | 4.0    |
| 5  | Discusses lessons clearly and with confidence, giving relevant examples to make the lesson more understandable |    |                    |                                 | 2                      | 7                              | 4                     | 4.0    |
| 6  | Makes classroom activities interesting and lively  |    |                    |                                 | 5                      | 4                              | 4                     | 4.0    |
| 7  | Encourages students to ask questions and welcomes comments and suggestions                                     |    |                    |                                 | 2                      | 9                              | 2                     | 4.0    |
| 8  | Has mastery of the subject matter  |    |                    |                                 |                        | 9                              | 4                     | 4.0    |
| 9  | Available for student consultation even outside class time   |    |                    |                                 |                        | 8                              | 5                     | 4.0    |
| 10   | Holds class regularly, starts and dismisses class on time and utilizes class period fully                      |    |                    |                                 | 2                      | 7                              | 4                     | 4.0    |
| 11   | Gives relevant assignments, course requirements  |    |                    |                                 | 1                      | 9                              | 3                     | 4.0    |
| 12   | Returns quizzes, exams, homework, assignments and exercises  |    |                    |                                 |                        | 10                             | 3                     | 4.0    |
| 13   | Fair in giving grades  |    |                    |                                 |                        | 8                              | 5                     | 4.0    |
| 14   | Wears clean and appropriate clothes/attire in class  |    |                    |                                 |                        | 10                             | 3                     | 4.0    |
| 15   | Firm in implementing policies yet approachable and understanding   |    |                    |                                 | 1                      | 8                              | 4                     | 4.0    |
| 16   | Commands respect of students   |    |                    |                                 | 1                      | 9                              | 3                     | 4.0    |
| 17   | Exercises decency in speech and actions  |    |                    |                                 |                        | 8                              | 5                     | 4.0    |
| Median Rating  |  |    | 4.0                |                                 |                        | Very Satisfactory              |                       |        |
| Median Rating (nearest whole number)                         |  |    | Rating Description |                                 |                        |                                |                       |        |
| 1  |  |    | Poor               |                                 |                        |                                |                       |        |
| 2  |  |    | Fair               |                                 |                        |                                |                       |        |
| 3  |  |    | Satisfactory       |                                 |                        |                                |                       |        |
| 4  |  |    | Very Satisfactory  |                                 |                        |                                |                       |        |
| 5  |  |    | Outstanding        |                                 |                        |                                |                       |        |
| 1. Other positive points of the teacher and his/her teaching |  |    |                    |                                 |                        |                                |                       |        |
| 1 No comment   |  |    | 100.00%            |                                 |                        |                                |                       |        |
| 2. Suggestions for teaching improvement                      |  |    |                    |                                 |                        |                                |                       |        |
| 1 No comment   |  |    | 100.00%            |                                 |                        |                                |                       |        |

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

Teacher: Paña, Ronard G.

First Semester 2017 - 2018

No. of Raters: 15

Subject: 4 - MEng 101 - Machine Elements

Class Type: Lecture

10-12Th

| Work Performance   | NA | 1<br>Poor          | 2<br>Below<br>Satisfactory | 3<br>Satisfactory | 4<br>Very<br>Satisfactory | 5<br>Out-<br>standing | Median                   |
|--|----|--------------------|----------------------------|-------------------|---------------------------|-----------------------|--------------------------|
| 1 Explains course objectives, requirement and grading system at the beginning of the semester                    |    |                    |                            | 3                 | 8                         | 4                     | 4.0                      |
| 2 Always prepared and organized in class   |    |                    |                            | 4                 | 8                         | 3                     | 4.0                      |
| 3 Uses appropriate and updated instructional materials   |    |                    |                            | 6                 | 6                         | 3                     | 4.0                      |
| 4 Gives clear instructions/guidelines in accomplishing tasks   |    |                    | 1                          | 4                 | 8                         | 2                     | 4.0                      |
| 5 Discusses lessons clearly and with confidence, giving relevant examples to make the lesson more understandable |    |                    | 1                          | 6                 | 5                         | 3                     | 4.0                      |
| 6 Makes classroom activities interesting and lively  |    | 1                  | 2                          | 10                | 2                         |                       | 3.0                      |
| 7 Encourages students to ask questions and welcomes comments and suggestions                                     |    |                    |                            | 5                 | 8                         | 2                     | 4.0                      |
| 8 Has mastery of the subject matter  |    |                    |                            | 3                 | 9                         | 3                     | 4.0                      |
| 9 Available for student consultation even outside class time   |    |                    |                            | 3                 | 8                         | 4                     | 4.0                      |
| 10 Holds class regularly, starts and dismisses class on time and utilizes class period fully                     |    |                    | 1                          | 4                 | 4                         | 6                     | 4.0                      |
| 11 Gives relevant assignments, course requirements   |    | 1                  |                            | 3                 | 6                         | 5                     | 4.0                      |
| 12 Returns quizzes, exams, homework, assignments and exercises   |    | 1                  |                            | 4                 | 3                         | 7                     | 4.0                      |
| 13 Fair in giving grades   |    |                    | 1                          | 3                 | 3                         | 8                     | 5.0                      |
| 14 Wears clean and appropriate clothes/attire in class   |    |                    |                            | 1                 | 7                         | 7                     | 4.0                      |
| 15 Firm in implementing policies yet approachable and understanding  |    |                    |                            | 6                 | 5                         | 4                     | 4.0                      |
| 16 Commands respect of students  |    |                    |                            | 3                 | 7                         | 5                     | 4.0                      |
| 17 Exercises decency in speech and actions   |    |                    |                            | 3                 | 8                         | 4                     | 4.0                      |
| <b>Median Rating</b>   |    | <b>4.0</b>         |                            |                   |                           |                       | <b>Very Satisfactory</b> |
| Median Rating (nearest whole number)   |    | Rating Description |                            |                   |                           |                       |                          |
| 1  |    | Poor               |                            |                   |                           |                       |                          |
| 2  |    | Fair               |                            |                   |                           |                       |                          |
| 3  |    | Satisfactory       |                            |                   |                           |                       |                          |
| 4  |    | Very Satisfactory  |                            |                   |                           |                       |                          |
| 5  |    | Outstanding        |                            |                   |                           |                       |                          |

|   |        |
|---|--------|
| <b>1. Other positive points of the teacher and his/her teaching</b> |        |
| 1 Kind & understanding  | 6.67%  |
| 2 No comment  | 93.33% |
| <b>2. Suggestions for teaching improvement</b>                      |        |
| 1 Don't give difficult quizzes                                      | 6.67%  |
| 2 Give more examples  | 6.67%  |
| 3 Make the class more lively  | 6.67%  |
| 4 No comment  | 80.00% |



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

Teacher: Paña, Ronard G.

First Semester 2017 - 2018

No. of Raters: 20

Subject: 4 - Meng 111 - Refrigeration Engineering

Class Type: Lecture

10-11:30MW

| <i>Work Performance</i>  | <i>NA</i> | <i>1<br/>Poor</i>  | <i>2<br/>Below<br/>Satis-<br/>factory</i> | <i>3<br/>Satis-<br/>factory</i> | <i>4<br/>Very<br/>Satis-<br/>factory</i> | <i>5<br/>Out-<br/>standing</i> | <i>Median</i>            |
|--|-----------|--------------------|---|---------------------------------|--|--------------------------------|--------------------------|
| 1 Explains course objectives, requirement and grading system at the beginning of the semester                    |           |                    |   | 2                               | 10                                       | 8                              | 4.0                      |
| 2 Always prepared and organized in class   |           |                    |   | 3                               | 10                                       | 7                              | 4.0                      |
| 3 Uses appropriate and updated instructional materials   |           |                    |   | 3                               | 10                                       | 7                              | 4.0                      |
| 4 Gives clear instructions/guidelines in accomplishing tasks   |           |                    |   | 5                               | 12                                       | 3                              | 4.0                      |
| 5 Discusses lessons clearly and with confidence, giving relevant examples to make the lesson more understandable |           |                    | 3   | 3                               | 12                                       | 2                              | 4.0                      |
| 6 Makes classroom activities interesting and lively  |           |                    | 2   | 12                              | 6  |                                | 3.0                      |
| 7 Encourages students to ask questions and welcomes comments and suggestions                                     |           |                    | 1   | 6                               | 8  | 5                              | 4.0                      |
| 8 Has mastery of the subject matter  |           |                    | 1   | 2                               | 9  | 8                              | 4.0                      |
| 9 Available for student consultation even outside class time   |           |                    |   | 3                               | 7  | 10                             | 4.5                      |
| 10 Holds class regularly, starts and dismisses class on time and utilizes class period fully                     |           |                    |   | 4                               | 9  | 7                              | 4.0                      |
| 11 Gives relevant assignments, course requirements   |           |                    |   | 3                               | 10                                       | 7                              | 4.0                      |
| 12 Returns quizzes, exams, homework, assignments and exercises   |           |                    |   | 1                               | 11                                       | 8                              | 4.0                      |
| 13 Fair in giving grades   |           |                    | 1   |                                 | 9  | 10                             | 4.5                      |
| 14 Wears clean and appropriate clothes/attire in class   |           |                    |   | 2                               | 5  | 13                             | 5.0                      |
| 15 Firm in implementing policies yet approachable and understanding  |           |                    |   | 2                               | 13                                       | 5                              | 4.0                      |
| 16 Commands respect of students  |           |                    |   | 3                               | 12                                       | 5                              | 4.0                      |
| 17 Exercises decency in speech and actions   |           | 1                  |   | 1                               | 13                                       | 5                              | 4.0                      |
| <b>Median Rating</b>   |           | <b>4.0</b>         |   |                                 |  |                                | <b>Very Satisfactory</b> |
| Median Rating (nearest whole number)   |           | Rating Description |   |                                 |  |                                |                          |
| 1  |           | Poor               |   |                                 |  |                                |                          |
| 2  |           | Fair               |   |                                 |  |                                |                          |
| 3  |           | Satisfactory       |   |                                 |  |                                |                          |
| 4  |           | Very Satisfactory  |   |                                 |  |                                |                          |
| 5  |           | Outstanding        |   |                                 |  |                                |                          |



|  |         |
|--|---------|
| 1. Other positive points of the teacher and his/her teaching |         |
| 1 No comment   | 100.00% |
| 2. Suggestions for teaching improvement                      |         |
| 1 Improve teaching skills                                    | 5.00%   |
| 2 Make the class more lively                                 | 5.00%   |
| 3 No comment   | 80.00%  |
| 4 Speak loud & clear   | 10.00%  |

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