SUMMARY OF INDIVIDUAL RATINGS OF STAFF MEMBERS WITH MULTIPLE FUNCTIONS

Name of Staff Member: RONARD G. PAÑA

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)	50%	4.56	2.28
b. Students (50%)	50%	4.17	2.09
TOTAL for Instruction			4.37
2. Research			
3. Extension			
4. Administration			
5. Production			
TOTAL			4.37

EQUIVALENT NUMERICAL RATING:

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

4.37

4.37

ADJECTIVAL RATING:

Very Satisfactory
Reviewed by:

Prepared by:

NARD G. PANA

Name of Staff

CELSO GUMAOD

Head, DME

Approved by:

EDGARDO E. TULIN

President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

to be rated on the attainment of the following targets in accordance with the indicated measures for the period January 1 to June 30, 2017. I, RONARD G. PAÑA, a faculty member of the DEPARTMENT OF MECHANICAL ENGINEERING commits to deliver and agree

RONARD G. PAÑA

Ratee

CELSO GUMAOD Head

MFO	MFO		3			Actual		Ra	Rating		Remarks
No.	Description	Success/ Performance Indicator (PI) Program/ Activities/ Projects	Program/ Activities/ Projects	l asks Assigned	larget	Accomplishment	O	E ₂	-F_	A4	
UMF02.	. Higher Edu	UMF02. Higher Education Services									
	MFO1. Cun	MFO1. Curriculum Program Management Services	Sec								
	PI 1. Total L	PI 1. Total Undergraduate FTE monitored	Instruction	Teach BSME subjects	15	21.90	5	4	4	4.33	
	PI 8. Numbe	PI 8. Number of students advised	Academic Adviser	BSME Students Academic Adviser	15	19	2	2	4	4.67	
	PI10. Numb	P110. Number of instructional materials developed Syllabus for courses taught		Preparation of OBE-based syllabus	က	က	4	2	4	4.33	
	MFO2. Stuc	MFO2. Student Management Services									
	PI 6. Additional outputs	inal outputs									
	Number of s practice/spe	Number of students advised on thesis/field practice/special problem	Advising and monitoring	Instructor/Adviser of students enrolled in ME Project	9	9	2	2	4	4.67	
UMFO 3.	UMFO 3. Research Services	ervices									
UMFO 4	UMFO 4. Extension Services	Services									

UMFO	UMFO 5. Support to Organization									
	MFO 3. Faculty Evaluation Services									
	PI 4. Number of in-house seminars/ trainings/workshops/reviews conducted/attended	Attendance and participation to seminar/	Attend as participants to seminar/workshop/training	-	-	2	4	2	4.67	
		workshop								
UMFO	JMFO 6. General Admin. & Support Services (GASS)									
	MFO 2. Frontline Services									
	PI 1. Efficient and customer-friendly frontline	Consultation	Zero percent complaint from clients	100%	100%	4	2	2	4.67	
	service		served							
						Tota	Total Points	ıts		
		Total Over-all Rating					2	27.33		
		Average Rating					4	4.56		
		Adjectival Rating								
Received by:	ed by: Calibrated by:		Recommending Approval:			Appr	Approved:			
ATERES PRPEO Date:	PRPEO Chairman, PMT Date:	OF.	BEATRIZ S. BELONIAS Vice Près. for Instruction Date:		to	EDGA Fresid Date:	EDGARDO ** President Date:	S.E.	EDGARDO E. TULIN President Date:	\

PERFORMANCE MONITORING & COACHING JOURNAL

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Name of Office: Department of Mechanical Engineering

Head of Office: Celso Gumaod

Name of Faculty/Staff: Ronard G. Paña Signature:

Date: 9 29 2017

		MECHANISM				
Activity	N	leeting		V	Others	Remarks
Monitoring	One-on-One	Group	Mem	0	(Pls. specify)	Remarks
Monitoring	The undersigned conducted a one one-on-one talk regarding student discipline during the conduct of classes.	Conducted a meeting at the start of classes or how cleanliness in the workplace be maintained.				Students were aware of the policies once the are inside the classroom and able to clean the classroom after classes.
Coaching	The faculty was advised to consult from time to time students' problems with regards to their studies.	DME faculty members were called in an informed meeting to discuss feedbacks made by the students.				Students are open to share their academic experiences and problems - a too on how the faculty manages to improve student's performance.

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

Conducted by:

CELSO GUMAOD

Immediate Supervisor

Verified

OBERTO C. GUARTE

Next Higher Supervisor

cc:

OVPI

ODAHRD

PRPEO

PERFORMANCE MONITORING & COACHING JOURNAL

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Name of Office: Department of Mechanical Engineering

Head of Office: Celso Gumaod

Name of Faculty/Staff: Ronard G. Paña Signature:

Date: 9/29/2017

		MECHANISM			
Activity	IV	leeting	į.	Others	Remarks
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Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

CELSO GUMAOD

Immediate Supervisor

Verified by

ROBERTO O GUARTE

Next Higher Supervisor

cc:

OVPI

ODAHRD

PRPEO