

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Engr. Wilmar P. Alfeche

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.49	
b. Students (50%)		2.22	
TOTAL for Instruction	90%	4.70	4.23
2. Research	0%	0.00	0.00
3. Extension	10%	5.00	0.50
4. Administration & Support to Operation	0%	0.00	0.00
5. Production	0%	0.00	0.00
TOTAL			4.73

\*Instructor I - January 1, 2021 to June 30, 2021

EQUIVALENT NUMERICAL RATING: 4.73


Add: Additional Points, if any:


TOTAL NUMERICAL RATING: 4.73

ADJECTIVAL RATING: Outstanding

Prepared by:

Reviewed by:


  
WILMAR P. ALFECHÉ  
Instructor I

  
JANNET C. BENCURE  
Head, DGE

Recommending Approval:

  
ROBERTO C. GUARTE  
Dean, CET

Approved:

  
BEATRIZ S. BELONIAS  
Vice President for Academic Affairs



**VISAYAS**  
STATE UNIVERSITY



**DEPARTMENT OF GEODETIC  
ENGINEERING**

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"Exhibit B"

**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)**

I, WILMAR P. ALFECHE, a faculty member of the DEPARTMENT OF GEODETIC ENGINEERING commit to the deliver and agree to be rated on the attainment of the following targets with accomplishments in accordance with the indicated measures for the period January 1, 2021 to June 30, 2021.

**WILMAR P. ALFECHE**

Instructor I

Date: 22 July 2021

Approved:

**JANNEY C. BENCURE**

Department Head

Date: 22 July 2021

**ROBERTO C. GUARTE**

College Dean

Date: 23 July 2021

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment (from January 1, 2021 to June 30, 2021)	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							
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							

		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		<u>A4</u> . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							
	<u>PI 9</u> : Number of instructional materials developed *	<u>A5</u> . Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof							
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
		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							
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							
	<u>PI 10</u> . Additional outputs:	<u>A 8</u> . Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										



	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	<i>Handles and teaches courses assigned</i>	40	40	5	5	5	5.00	GEng 112 and GEng 134
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	2	5	5	5	5.00	GEng 112 and GEng 134
		<b>A11.</b> 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	2						
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	1						
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	10	10	5	5	5	5.00	GEng 112 and GEng 134
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	15	10	5	5	5	5.00	GEng 112 and GEng 134
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	5	8	5	5	5	5.00	GEng 112 and GEng 134
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	<i>Acts as academic adviser to students</i>							
		<b>A17.</b> Number of students advised on thesis/ field practice/special problem:		2	2	5	5	5	5.00	Jenevieve Compendio and Kristel Oppus
		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript							
		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript	2	2	5	5	5	5.00	Mark Menorias and Jaya Colorito

		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	15	5	5	5	5.00	Ungab, Ruiz, Colorito, Menorias, Oppus, Compendio, Remotin, Dela Peña, Alvarado, Naya, Buscagan, Maglacion, Zaldua, Luar, Arce
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USOO							
		<b>A20.</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21 :</b> Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	2						
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	2	5	5	4	4.67	GEng 112 and GEng 134
		Supplemental learning resource	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	2	5	5	5	5.00	GEng 112 and GEng 134
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	20	5	5	5	5.00	GEng 112 and GEng 134
		<b>A 23 :</b> 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	2						



		<b>A 24 :</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	2	2	5	5	5	5.00	GEng 112 and GEng 134
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> 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							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 3 . RESEARCH SERVICES</b>										
	<b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	<b>A27.</b> 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							
	<b>PI 2.</b> Number of research outputs completed within the year *	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research oroject within the year							
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29.</b> 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							
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>								

	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences								
		<i>In int'l fora/conferences</i>									
		<i>In nat'l/regional fora/conferences</i>									
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation								
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)									
		<b>A 33.</b> Number of journal articles/scientific paper received and reviewed as peer-reviewer	Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper								
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output								
		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal								
<b>UMFO 4. EXTENSION SERVICES</b>											
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> Number of active partnerships with LGUs, industries, NGOs, SMEs, and other stakeholders facilitated and maintained	Identifies and links with probable partners for extension activities and maintains this active partnership								
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer								



	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implementes duly approved extension projects			5	5	5	5.00	Baybay City's Water-Invoked Hazard-Prone Household Identification, Mitigation and Emergency Response; Capacitating the VSU Satellite Campuses and Selected Local Government Units in Disaster Risk Assessment Using Geographic Information System (GIS)
	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> 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							
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	<i>Research Mentoring</i>	<i>Research Mentor</i>								
	<i>Peer reviewers/Panelists</i>	<i>Peer reviewers/Panelists</i>								
	<i>Resource Persons</i>	<i>Resource Persons</i>								
	<i>Convenor/Organizer</i>	<i>Convenor/Organizer</i>								
	<i>Consultancy</i>	<i>Consultant</i>								
	<i>Evaluator</i>	<i>Evaluator</i>								
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							



	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *							
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal						
<b>UMFO 5. SUPPORT TO OPERATIONS</b>									
	<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>								
	<b>PI 8.</b> Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015*	<b>A 44.</b> Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015*	Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member	zero non-conformity					
		<b>A 45.</b> Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools		100% compliant				
		On program accreditations							
		On institutional accreditations							
<b>UMFO 6. General Admin. &amp; Support Services (GASS)</b>									
	<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint				
	<b>PI 3:</b> Additional Outputs	<b>A 47.</b> Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *	Initiates/introduces improvements in performing functions resulting to best practice						

		<b>A 48.</b> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
	<b>Total Over-all Rating</b>								64.67	
	<b>Average Rating</b>								4.97	
	<b>Adjectival Rating</b>								O	

<b>Average Rating (Total Over-all rating divided by 4)</b>			<b>4.97</b>
<b>Additional Points:</b>			
Approved Additional points (with copy of approval)			
<b>FINAL RATING</b>			<b>4.97</b>
<b>ADJECTIVAL RATING</b>			<b>OUTSTANDING</b>

**Comments and Recommendations for Development Purposes:**

✓ He is performing well in his function as instructor. He is encourage to conduct research, & extension services.

Evaluated & Rated by:

JANNET C. BENCURE

Head, Depart of Geodetic Eng'g

Date: 22 July 2021

Recommending Approval

ROBERTO C. GUARTE

Dean, College of Engineering and Technology

Date: 22 July 2021

Approved by:

BEATRIZ S. BELONIAS

Vice Prfident for Acadcemic Affairs

Date: 7/20/21



## Exhibit I

## PERFORMANCE MONITORING FORM

Name of Employee: **Engr. Wilmar P. Alfeche**

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 professional/basic courses/subjects (GEng 112, GEng 134)	Assessment and students' grade per course taught	March 2021	July 2021	July 2021	impressive	Outstanding	
2	Assist students through advising and consultation	Improved student performance	March 2021	July 2021		impressive	Outstanding	
3	Develop/revise syllabus and instructional materials	Module and OBE Syllabus approved by the Dept. Review Committee and verified by the Dean and IMD Head	March 2021	July 2021	OBE syllabus (May 2021)	impressive	Outstanding	
		on-line course ware developed and submitted	March 2021	July 2021	July 2021	impressive	Outstanding	Has uploaded supplemental materials like lab exercise and videos in VSUEE
4	Assess students and submit grades to measure students' performance	Assessment and Grades submitted to registrar	March 2021	July 2021	May 2021 (Midterm)	impressive	Outstanding	Submitted grades on time
5	Participate in all activities	Alumni	January-	June 2021		impressive	Outstanding	Participated in all

	conducted by the department, college and the university	Webcoming, Students Orientation Webinar Turnitin Training for Faculty	June 2021					activities conducted by the department, college and the university
6	Perform other functions assign by the head, dean and the university	Department Focal Person	January 2021	December 2021	March 2021	impressive	Very Satisfactory	

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

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

Prepared by:

  
**JANNET C. BENCURE**  
 Head



**EMPLOYEE DEVELOPMENT PLAN**Name of Employee: **Wilmar P. Alfeche**

Performance Rating: \_\_\_\_\_

**Aim:** Engr. Alfeche as a Master's Degree holder and as an effective and efficient implementor of the new OBE'dized four (4) year degree program in Bachelor of Science in Geodetic Engineering (BSGE) as provided for in the new CMO 89, s. of 2017 and the department's RDE Agenda in his field of specialization.

**Proposed Interventions to Improve Performance:**

Date: January 2021

Target Date: June 2021

**First Step:**

Orientation on the Outcomes-Based Education principles, provisions of the new Policies, Standards, and Guidelines in offering the new BSGE curriculum as provided for in CMO 89, s. 2017 will be given. He should likewise attend trainings, conferences, and conventions to strengthen his competencies and qualifications.

**Result:**

The faculty was able to prepare Student Learning Guide (SLG) or Instructional Manual for the new normal scheme teaching in accordance to the minimum requirements provided by the CMO 89, s. 2017 and the university. Also, the faculty was able to attend training on MOODLE, for the implementation of remote instruction of the university.

Date: July 2021

Target Date: December 2021

**Next Step:**

Re-orientation on Outcomes-Based Education principles, provisions of the new normal Policies, Standards, and Guidelines in offering the new BSGE curriculum as provided for in CMO 89, s. 2017. He should likewise adopt the new teaching strategies for the new normal scheme. Engr. Alfeche will be given a lesser workload for the completion of his MS degree requirements.

**Outcome:**

Finalize and submit the Student Learning Guide (Module) and Outcomes-Based (OBE) Teaching and Learning (OBTL) Syllabus for the new normal scheme in accordance with the minimum requirements provided by the CMO 89, s. 2017 and the university. The faculty will implement OBE in all his subjects. The department's instruction, research, and extension activities are implemented through attending virtual classes, training, seminars, and conferences. Furthermore, Engr. Alfeche will be able to finish his MS degree.

**Final Step/Recommendation:**

After earning his MS degree, Engr. Alfeche will continue to implement the BSGE OBE Curriculum and actively participate in the department's RDE plans and projects.

Prepared by:

  
**Jannet C. Bencure**

Head, Dept. of Geodetic Engineering

Conforme:

  
**Wilmar P. Alfeche**

Name of Ratee Faculty