

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Rating Period: JANUARY-JUNE 2024



Name of Faculty Member:

**GUIRALDO C. FERNANDEZ, JR.**

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2x3)
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head (50%)		5.00 x 50% = 2.500	
b. Students (50%)		5.00 x 50% = 2.500	
TOTAL for Instruction	10%	5.00	0.500
2. Research	10%		
a. Client/Director for Research			
b. Dept. Head/Center Director		5.00 x 10% = 0.500	0.500
TOTAL for Research			
3. Extension	10%		
a. Client/Director for Extension			
b. Dept. Head/Center Director		5.00 x 10% = 0.500	0.500
TOTAL for Extension			
4. Production			
5. Administration/Other Services	70%	5.00 x 70% = 3.500	3.500
TOTAL	100%		5.000

EQUIVALENT NUMERICAL RATING: 5.000

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 5.000

ADJECTIVAL RATING:

**OUTSTANDING**

Prepared by:

**GUIRALDO C. FERNANDEZ, JR.**

Name of Faculty

Reviewed by:

**AL FRANJON M. VILLAROYA**

Department Head

Recommending Approval:

**GLENN G. PAJARES**

Dean, CAS

Approved by:

**ROTACIO S. GRAVOSO**

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, GUIRALDO C. FERNANDEZ, JR., a faculty member of the DEPARTMENT OF PHILOSOPHY AND SOCIAL SCIENCES, commits to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JANUARY -JUNE 2024.

GUIRALDO C. FERNANDEZ, JR.

Professor 6

11/22/2024

Approved:

AL FRANKLIN M. VILLAROYA

Dept Head

12/6/2024

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	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										
	<u>PI 4:</u> Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned	NA	NA					
	<u>PI 8:</u> Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate	NA	NA					
		<i>A3 . Number of students advised on thesis/special problem/dissertation</i>		NA	NA					
		<i>As GAC Chairman</i>	Advises and corrects research outline and thesis/SP/dissertation manuscript	NA	NA					
		<i>AS GAC Member</i>	Advises and corrects research outline and thesis/SP/dissertation manuscript	NA	NA					
		<i>A4 . Number of students entertained for consultation purposes</i>	Entertains students seeking consultation with faculty	NA	NA					



	<b>PI 9:</b> Number of instructional materials developed *	<b>A5 .</b> Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning	NA	NA					
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	NA	NA					
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments	NA	NA					
		Assessment tools	Prepares assessment tools such as long exam, quizzes, etc.	NA	NA					
		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	NA	NA					
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	NA	NA					
	<b>PI 10 .</b> Additional outputs:	<b>A 8 .</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new	NA	NA					
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>										
<b>OVPI UMFO 3. Higher Education Management Services</b>										
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	Handles and teaches courses assigned	1.5	15.9	5	5	5	5.00	
		<b>A10 .</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	3	5	5	5	5.00	
		<b>A 11 .</b> Number of INC forms with grade submitted within prescribed period	Facilitates students in their completion of the subject and submits completion forms with	1	None					

		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	1	1	5	5	5	5.00	
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for	2	6	5	5	5	5.00	
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	2	10	5	5	5	5.00	
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as	9	30	5	5	5	5.00	
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic adviser to students	10	17	5	5	5	5.00	
		<b>A17.</b> Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	NA	NA					
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	NA	NA					
		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	20	5	5	5	5.00	
					AVERAGE				5.00	
<b>UMFO 3 . RESEARCH SERVICES</b>										
	<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							
		In refereed int'l journals		1	1	5	5	5	5.00	(Book) Towards a Mindanawan/Lumad Philosophy by Jerry Imbong and The Role of Women in Conceptualizing, Promoting, and Implementing Rainforestation Native Tree Forest Restoration.
					AVERAGE				5.00	



UMFO 4. EXTENSION SERVICES									
PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implements duly approved extension projects	1	2	5	5	5	5.00	
PI 5. Number of technical/expert services	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
Resource Persons	Resource Persons		1	3	5	5	5	5.00	
				AVERAGE				5.00	
UMFO 5. SUPPORT TO OPERATIONS									
OVPI MFO 4. Program and Institutional Accreditation Services									
PI 8. 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*	A 44. 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	Zero non-conformity	5	5	5	5.00	
OUS - MFO 1. SECRETARIAT SERVICES TO THE BOARD OF REGENTS									
P11 Number of BOR Meetings facilitated	Facilitating Board of Regents & Finance Committee Meetings	5 meetings	5 meetings	5	5	5	5	5.00	
P12 Number of Pages of Completed BOR Minutes of Meetings	Prepared Minutes of BOR/BOR-FC/AACAD Committee meetings	40 pages	40 pages	5	5	5	5	5.00	
P13 Number of BOR Full Blown Resolutions Prepared	Prepared Board Resolutions	25 BOR Resolutions	32 BOR Resolutions	5	5	5	5	5.00	



Date:



**TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING**

First Semester SY 2023-2024

Name of faculty: FERNANDEZ, JR., GUIRALDO C.  
Department: Dept. of Philosophy and Social Sciences  
College: College of Arts and Sciences

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Num.	Adjec.	
Philo 108	EPISTEMOLOGY	LEC	5.00	Outstanding	100.0%
Philo 101	INTRODUCTION TO PHILOSOPHY	LEC	5.00	Outstanding	100.0%
Envi 117n	SOCIOECOLOGY	LEC	5.00	Outstanding	100.0%
Average Rating			5.00	Outstanding	100.00%

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

**Legend:**

1.00 – 1.49 Poor (P)  
1.50 – 2.49 Fair (F)  
2.50 – 3.49 Satisfactory (S)  
3.50 – 4.49 Very Satisfactory (VS)  
4.50 – 5.00 Outstanding (O)

Prepared by:

VANESSA W. NAZAL  
TPES in-Charge  
Date: May 03, 2024

Attested by:

MA. RACHEL KIM L. AURE  
Director, Instruction and Evaluation  
Date: May 03, 2024

Received by:

FERNANDEZ, JR., GUIRALDO C.  
Name and Signature of Faculty  
Date: \_\_\_\_\_  
Distribution of copies: ODIE, College, Department, Faculty



## PERFORMANCE MONITORING & COACHING JOURNAL

✓	1st	Q U A R T E R
✓	2nd	
	3rd	
	4th	

Name of Office: Dept. of Philosophy & Social Sciences

Head of Office: Al Franjon M. Villaroya

Number of Personnel: 27 (15 regular faculty & staff; 11 part-time faculty; 1 job order admin staff)

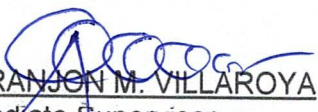
Activity Monitoring	MECHANISM			Remarks
	Meeting		Memo	
	One-on-One	Group		
<b>Monitoring</b>  The monitoring of faculty was done through classroom observations conducted during the 2 <sup>nd</sup> semester, SY 2023-2024.		The Department Head together with a DPC member conducted the classroom observations and conducted meetings relative thereto.		Faculty and staff attendance are monitored through biometrics and logbook. They reminded to use appropriate teaching strategies and classroom management to improve performance in instruction.
<b>Coaching</b>  <b>Rose C. Capulla</b>	Ms. Capulla was called to explain her reaction to the TPES results in the 1 <sup>st</sup> semester Sy 2023-2024.  Ms. Capulla mentioned that the TPES result was mainly because of the			The faculty concerned was informed of the TPES results of the 1 <sup>st</sup> semester, SY 2023-2024 and was given advice and reminders.




	<p>challenges that she encountered recently and did not mention those because some are too personal.</p> <p><i>The Head advised Ms. Rose Capulla to introspect on her challenges, looking at it as a motivation to give extra effort in instruction. Additionally, there is a recognized need to enhance classroom policies and management, to have better TPES results.</i></p>				
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*Note: Please indicate the date in the appropriate box when the monitoring was conducted.*

Conducted by:

  
AL FRANJON M. VILLAROYA  
 Immediate Supervisor

Noted by:

  
GLENN G. PAJARES  
 Next Higher Supervisor

**"Exhibit H"**

**TRACKING TOOL FOR MONITORING TARGETS**

**(January-June 2024)**

Major Final Output/ Performance Indicator	TASK	ASSIGNED TO	DURATION	TASK STATUS			REMARKS
				Jan- March 2024	April- June 2024		
MFO 2. Higher Education Services							
PI 1. Number of FTE coordinated and implemented	Teaches GE and AB Philo courses/subjects	Ms. Mary Ann G. Cobico Dr. Rose Capulla Dr. Jerry D. Imbong Mr. Al Franjon M. Villaroya Ms. Bethlehem A. Ponce Ms. Angelie Genotiva Mr. Errol Fernandez Dr. Guiraldo C. Fernandez, Jr. Mr. Dean Ruffel Flandez Mr. Aldrin Palermo Mr. John Martin Diao Ms. Ianvie Norean Miaga Ms. Alaina Lirrazabal Dr. Glenn Pajares Dr. Max Teody Quimilat  <u>Part-timers</u> Boja, Kizzy Mae Cañezo, Xaviery Ric Lina, Kim Brian Rodriguez, Gerry Taripe, Elromer Torrente, Rhonah Rose Tripoli, Amor May Bargamento, Enrico Abelardo, Gella Mae Amigo, Jim Rhodel	January- June 2024   <				



		Manapo, Nicole Ivy					
PI 4. Student Advising and Consultation Services Coordinated	Assists students through academic advising to college students	Mr. Al Franjon Villaroya Dr. Glenn Pajares Mr. John Martin Diao Dr. Guiraldo Fernandez, Jr. Dt. Jerry Imbong	January-May 2024	✓	✓		The faculty provided interventions for the improvement of the students' performance
PI 5. Number of instructional materials developed/revised and utilized	Develops/revises instructional materials (Syllabus and Table of Specifications)	All faculty members	January-May 2024	✓	✓		Followed the format prescribed by the university
PI 6. Number of grade sheets submitted on prescribed period	Assesses students and submits grades to measure students' performance	All Faculty Members	May 2024		✓		Due for submission at the end of semester
<b>MFO3. Research Services</b>							
PL2. Number of Articles Published in Peer Reviewed Journal	Submits articles for publication	Dr. Jerry D. Imbong Dr. Guiraldo C. Fernandez, Jr.			✓		Published in international and national/local peer-reviewed journals
<b>MFO5. Extension Services</b>							
PI 5. Number of Extension Projects Conducted	Serves as project leader and component leaders	Mr. Errol Fernandez Mr. Al Franjon Villaroya Mr. John Martin Diao Dr. Bethlehem Ponce Ms. Angelie Genotiva Mr. Dean Ruffel Flandez Dr. Rose Capulla Dr. Guiraldo C. Fernandez	January-June 2024	✓	✓		1. Capacity Building of Intro to Philosophy of the Human Person 2. Saving Minamanwa: An Initiative to Preserve Minamanwa and the Mamanwa Indigenous Knowledge System and Practices 3. Digital Storytelling for Primary Level (Project Digital World)
<b>MFO 5. Support to Operations</b>	Participates in all activities conducted by the department, college and the university	Faculty and Staff	January-June 2024	✓	✓		Participated actively in all activities
PI 4. Number of in-house seminars/trainings/workshops/reviews conducted/attended	Attends/participates to trainings	Dr. Jerry Imbong Ms. Ianvie Noreen Miaga Mr. John Martin Diao Mr. Beljun Enaya	January-June 2024	✓	✓		Faculty and staff actively participated in



	Performs other functions assigned by the head, dean and the university	Faculty and Staff	January-June 2024	✓	✓		Performed other functions duly assigned to the faculty and staff
<b>MFO 6. General Administration and Support Services (GASS)</b>							
PI 1. Number of rooms, and surroundings maintained/cleaned	Supervises in the maintenance of building facilities; cleans dept classrooms and surroundings	Mr. Aldrin Palermo Mr. Cirilo Alijar, Jr.	January-June 2024	✓	✓		
PI 3. Number of hours spent on monitoring	Spends one (1) hour per week or 40 hours per year in monitoring on in logging in/out, and on classes handled by DPSS faculty".	Dr. Al Franjon Villaroya DPC Members	January-June 2024	✓	✓		
PI 4. Number of hours spent on coaching	Spends 1 hour per month or 5 hours per year in coaching (by individual/group)	Dr. Al Franjon M. Villaroya	January-May 2024	✓	✓		
	Conducts regular meeting with DLABS staff/faculty at least six (6) times a year	Dr. Al Franjon M. Villaroya	January-June 2024	✓	✓		
PI 5. Number of hours spent on performance tracking	Assigns the faculty members faculty workload and/or work assignments	Dr. Al Franjon M. Villaroya	January 2024	✓			
PI 7. Number of documents attended and served	Signs and approves request letter, grade sheets, syllabi, and other pertinent documents	Dr. Al Franjon M. Villaroya	January-June 2024	✓	✓		
PI 8. Zero percent complaint from client served	Zero complaints from clients served	All Faculty and Staff	January-June 2024	✓	✓		no valid complaints
PI 9. Number of applicants screened and recommended	Screens and recommends applicants for 2 <sup>nd</sup> sem 2023-2024	Head & Department Personnel Committee	January 2024	✓			
<b>P9 Additional Outputs</b>							
Number of documents prepared and submitted on time	Preparation and submission of office requests and recommendations, faculty workload reports, Daily Time Record (DTR), leave	Administrative Staff	January-June 2024	✓	✓		Actual accomplishments meets targets



	application, cash advance and reimbursement, procurement, contracts, appointments, payroll, class; roster, grade sheet, and other documents.						
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Prepared by:

  
**AL FRANJON M. VILLAROYA**  
Department Head

## Exhibit I

## PERFORMANCE MONITORING FORM


Name of Employee: **Guiraldo C. Fernandez, Jr.**

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	Serve as University Secretary	BOR Resolutions, minutes of meetings	January	April 2024	April 2024	Impressive	Outstanding	
2	Teach subject (Phlo 14, Phlo 103, TREC 205)	Will provide attendance sheets of assigned classes, midterm and final grade sheets per course, and achieve an outstanding result in students' performance evaluation	January 2024	May 2024 2024	May 2024 2024	Impressive	Outstanding	
3	Assist students' concerns through students' consultation	Will improve students' performance	January 2024	May 2024	Within the rating period	Impressive	Outstanding	
4	Class preparation	Will prepare visual aids, quizzes, and activities	January 2024	May 2024	Within the rating period	Impressive	Outstanding	
5	Submission of midterm grades and final grades	Grades will be submitted to the university registrar	May 2024	May 2024	May 2024	Impressive	Outstanding	
6	Participate in all activities conducted by the department, college and the university	Attendance sheet; will present certificates if possible	January 2024	May 2024	Within the rating period	Impressive	Outstanding	
7	Perform other functions assigned by the college dean		January-June 2024	Within the rating period	Within the rating period	Impressive	Outstanding	

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

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

Prepared by:

  
**AL FRANJON M., VILLAROYA**  
 Department Head



**EMPLOYEE DEVELOPMENT PLAN**

Name of Employee: Guiraldo C. Fernandez, Jr.

Performance Rating:

Aim:

To continue to be productive in all mandated functions of a faculty member

Proposed Interventions to Improve Performance and Competence and Qualification to assume higher responsibilities:

Date: January 2024


Target Date: December 2024

Step:

- a) Encouraged him to submit research and extension proposals
- b) Encouraged him to become a thesis adviser to undergraduate students.
- c) Encouraged him to establish linkages with other institutions and organizations.

Result:

Prepared by:

  
AL FRANJON M. VILLAROYA  
Department Head

Conforme:

  
**GUIRALDO C. FERNANDEZ, JR.**  
Employee [Faculty]