

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

Name of Faculty Member: RIS MENOEL R. MODINA

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.73x50% = 2.365	
b. Students (50%)		3.80x50%= 1.90	
Total for Instruction	100%	4.265	4.265
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research			
3. Extension			
a. Client/Dir. For Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%		4.265

EQUIVALENT NUMERICAL RATING: 4.265  
 Add: Additional Points, if any: none  
 TOTAL NUMERICAL RATING: 4.265

ADJECTIVAL RATING: Very Satisfactory

RIS MENOEL R. MODINA

Name of Faculty

ANALYN M. MAZO

Department Head

Recommending Approval:

MA. THERESA P. LORETO

Dean/Director

Approved:

BEATRIZ S. BELONIAS

Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Ris Menoel R. Modina, a faculty member of the DEPARTMENT OF BIOLOGICAL SCIENCES commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July to Dec, 2021.

Ris Menoel R. Modina

Instructor III

Date: 3/7/2022

Approved:

ANALYN M. MAZO

Department Head

Date: 3/8/2022

MA. THERESA P. LORETO

College Dean

Date: 3/8/2022

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										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned			5	4	4	4.33	
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students			5	5	5	5.00	
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	5	17.7	5	4	4	4.33	Handled Zool 115 Lec, Zool 127b (Lec and Lab), and MarB 15 Lec (1st half) , and Zool 11 Lab
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2		5	4	4	4.33	
		A12. Number of trainings attended related to instruction	Attend mandated trainings		1	5	5	5	5.00	attended "Seminar/Lecture on Intellectual Property Rights (IPR)"
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	6	5	5	5	5.00	Administers and checks long examination on subjects assigned
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	15	5	5	5	5.00	Prepared and checked quizzes (learning activity and tasks) on subjects assigned



		<b>A15:</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	6	15	5	5	4	4.67	Checked lab reports on subjects assigned
	<b>PI 8:</b> Number of students advised: *	<b>A16:</b> Number of students advised:	<i>Acts as academic adviser to students</i>	25	39	5	5	5	5.00	Acted as Academic adviser to BS Biology students
		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript	3	3	5	5	5	5.00	Jamin, Nava, and Pedarios
		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript	1	1	5	5	5	5.00	Monterde
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	1	3	4	4	4	4.00	Prepared/edited on-line ready courseware on subjects assigned
		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	10	20	5	5	5	5.00	Prepared ppt presentations, clips, video recording on subjects assigned
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	10	5	5	5	5.00	Created long exams, quizzes, learning tasks and activities
		<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							
		<b>A 24 :</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	3	5	4	4	4.33	Created/revised virtual classrooms on subjects assigned
UMFO 3 . RESEARCH SERVICES										
UMFO 4. EXTENSION SERVICES										

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							
	A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools							
	On program accreditations								
	On institutional accreditations								
UMFO 6. General Admin. & Support Services									
PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients							
PI 3: Additional Outputs	A 47. 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							
	A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new							
Total Over-all Rating								71.00	
Average Rating								4.73	
Adjectival Rating								Outstanding	
Comments & Recommendations for Development Purpose: May consider publishing research results.									

Evaluated & Rated by:

ANALYN M. MAZO  
Department Head, DBS  
Date: 3/7/2022

Recommending Approval

MA. THERESA P. LORETO  
Dean, CAS  
Date: 3/8/2022

Approved by:

BEATRIZ S. BELONIAS  
Vice President for Academic Affairs  
Date:

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Ris Menoel R. Modina  
Performance Rating: Outstanding

Aim: Pursue graduate studies

Proposed Interventions to Improve Performance:

Date: June 2021      Target Date: August 2022

First Step:

Pursue graduate program based on the FDP

Result:

To pursue PhD Zoology specializing in vertebrate physio

Date: July 2021      Target Date: December 2021

Next Step:

Look for possible University

Outcome:

Final Step/Recommendation:

Look for possible scholarship

Prepared by:

  
**ANALYN M. MAZO**  
Unit Head

Conforme:

  
**RIS MENOEL R. MODINA**  
Instructor III