

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

Name of Faculty Member: **Marañan, Geleca I.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		5 x 50% = 2.5	
Students (50%)		4 x 50% = 2	
TOTAL for Instruction	25%	4.5 X 0.25 =	1.13
Research	50%	4.84 X 0.50 =	2.42
Extension	25%	4.33 x 0.25 =	1.08
TOTAL			4.63

EQUIVALENT NUMERICAL RATING:

4.63

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.63

ADJECTIVAL RATING:

Outstanding

Prepared by:

PRECILA C. BELMONTE
Temp. Administrative Officer

Reviewed by:

LISA I. ARCE/EDGARDO E. TULIN
Assistant Director/Director

Recommending Approval:

ROSA OPHELIA D. VELARDE
Director for Research

Approved:

MARIA JULIET C. CENIZA
VP for RE

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, GELECA C. IGDANES-MARAÑAN, of PhilRootcrops 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 to December, 2021

GELECA C. IGDANES-MARAÑAN

Ratee

Approved:

LISA I. ARCE

Assistant Director

EDGARDO E. TULIN

Director

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
Advanced & Higher Education Services	Number of courses taught	Teach undergraduate and graduate courses offered by the affiliated department (Agronomy)	1	2 undergraduates 1 graduate course	5	5	5	5	
	Student Advising and Consultation Services: Number of hours spent on student consultation	Provide time for student consultation	< 10 hrs/wk	>10 hrs/wk	5	5	5	5	
Research Services	Number of research studies handled	Conduct research as: Project leader / Study Leader	1	2	5	5	5	5	
	Number of research proposal(s) developed and/or submitted/ reviewed	Write research proposals for internal/external funding	1	2	5	5	5	4.5	- 1 for revision and 1 for drafting
	No. of trainings and seminars/webinars attended	Participate in different local and international trainings and seminars/webinars	2	6	5	5	5	5	
	Number of papers published in other peer-reviewed publications (proceedings, monographs, etc.):	To publish scientific paper	1	2	5	5	4	4.5	- 1 Still waiting for ATR's updates (possible paper for 2022 issues) - 1 for drafting


Extension Services	Number of beneficiaries served: Groups/ Institutions and Individuals	To share expertise and technologies	5 persons	2 persons	5	4	4	4.33	
Total Over- all Rating									

Average Rating (Total Over-all rating divided by 4)		
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.81
ADJECTIVAL RATING		Outstanding

**Comments & Recommendations for
Development Purpose:**

**To attend capability build-up training
in relation to the conduct of
research
To prepare research proposal
for funding
To pursue graduate studies**

Evaluated & Rated by:

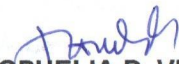

EDGARDO E. TULIN
Director

Date: _____


LISA I. ARCE
Assistant Director

Date: _____

Recommending Approval:


ROSA OPHELIA D. VELARDE
Director for Research

Date: _____

Approved by:


MARIA JULIET C. CENIZA
VP. Research for Extension and Innovation

Date: _____

1 – Quality 2 – Efficiency 3 – Timeliness 4 – Average

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: **PhilRootcrops**

Head of Office: **Dr. Edgardo E. Tulin & Ms. Lisa I. Arce**

Name of Personnel: **GELECA I. MARAÑAN**

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	One-on-one discussion on project/program progress/university,s concerns	Monthly PRDC meeting Monthly PRDC meeting Oct. 7, 2021 Nov. 26, 2021	Issuance of memoranda		Attendance to PRDC monthly Meetings by the members of Research and Development Council
Coaching	Research proposal for submission to funding agencies	One-on-one discussion on project progress Group coaching during PRDC Meetings			Proposal prepared and submitted to funding agencies New proposal for evaluation

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

Conducted by:

 
LISA I. ARCE / EDGARDO E. TULIN
 Assistant Director/Director

EMPLOYEE DEVELOPMENT PLANName of Employee: **GELECA I. MARAÑAN**Performance Rating: **Outstanding**

Aim: To implement on-going research projects and prepares research proposals
To perform instruction function

Proposed Interventions to Improve Performance:

Date: July 1, 2021

Target Date December 31, 2021

First Step:

-
- Implements on-going research projects
 - Prepares proposals for review and funding
 - Attends related trainings for capability build-up (research management, proposal preparation, writing scientific publications)

Result:

-
- Implemented the scheduled activities of the research projects
 - Prepared and submitted proposals for review
 - Attended capability build-up trainings
 - Served as instructor at Department of Agronomy
-

Date: January 1, 2022

Target Date June 30, 2022

Next Step:

- Continue the implementation of research projects
- Follow-up the submitted proposals
- Attends capability build-up trainings

Outcome: Research projects continuously implemented
Research accomplishments subjected for review and monitoring by the funding agency
Instructor to Agronomy students
Attended capability build-up trainings

Final Step/Recommendation:

- To maintain performance and or exceed the current performance; to submit proposals and continue doing four-fold functions of instruction, research, extension and production.
- To attend trainings on research management and implementation, writing scientific publications, etc.

Prepared by:


LISA I. ARCE/EDGARDO E. TULIN
Assistant Director/Director

Conforme:


GELECA I. MARAÑAN

Name of Ratee / Faculty/Staff