

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

Name of Faculty Member: **LUZ G. ASIO (Asst. Prof. II)**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)	35%	4.88	1.71
b. Students	35%	4.53	1.59
Total for Instruction	70%		3.29
2. Research			
a. Client/Dir. for Research			
b. Dept. Head/Center Director	25%	5.00	1.25
Total for Research	25%	5.00	1.25
3. Extension			
a. Client/Dir. for Extension			
b. Dept. Head/Center Director			0.00
Total for Extension			0.00
4. Administration (support services)	5%	5.00	0.25
5. Production			
TOTAL	100%		4.79

EQUIVALENT NUMERICAL RATING:

**4.79**

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:


**4.79**

ADJECTIVAL RATING:

**OUTSTANDING**


Prepared by:

Reviewed by:


  
LUZ G. ASIO  
Name of Faculty

  
ULYSSES A. CAGASAN  
Head, Department of Agronomy

Recommending Approval:

  
VICTOR B. ASIO, Ph.D.  
Dean, College of Agriculture and Food Science

Approved by:

  
BEATRIZ S. BELONIAS  
Vice President for Academic Affairs

# INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, LUZ G. ASIO, a faculty member of the DEPARTMENT OF AGRONOMY 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-December 2021

*gusi*  
LUZ G. ASIO

Asst. Prof. II

Date: 10 Jan 22

Approved:

*[Signature]*  
ULYSSES A. CAGASAN

Department Head

Date: 1/10/22

*[Signature]*  
VICTOR B. ASIO

College Dean

Date: 1/18/22

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	1	2.33	5	5	5	5.00	AGRO 291 (3), AGRO299 (16), AGRO220e (1)
	PI 8. Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	3	4	5	5	5	5.00	Tafalla, Relente, Baluyot and Mandre
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	3	4	5	5	5	5.00	Tafalla, Relente, Baluyot, Mandre, Casumlong, Comaling
		As GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	2	7	5	5	5	5.00	Quilario, Garcia, Abubo, Sarco, Jenny, Iron, and Charlie
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	3	5	5	5	5	5.00	Baluyot, Relente, Aporbo, Jenny, Charlie,
	PI 9. Number of instructional materials developed *	A5. Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							



		<i>On-line ready courseware</i>	Prepares Instructional module/laboratory guide/workbook or a combination thereof	0	1	5	5	5	5.00	AGRO220 Teaching Guide
		<i>Supplemental learning resources</i>	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	3	7	5	5	5	5.00	AGRO291 (3 PPT), AGRO299 (1 PPT), AGRO220 (3 PPT)
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	3	5	5	5	5.00	AGRO291 (2 TE), AGRO220e (1 TE)
		<b>A6.</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>A7.</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	2	3	5	5	5	5.00	AGRO220e, AGRO299 and AGRO291
	<b>PI 10.</b> Additional outputs:	<b>A8.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<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	to	8	18.38	5	5	5	5.00	CrpSc21 (57), AgSc11 (142) and Agro199A (12)
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	9	5	5	5	5.00	Course Offerings (C004, C102, C103, C105, C108, C291,
		<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 grade within prescribed period	2	5	5	5	5	5.00	Libato, Cabanag, Rivera, Pinote, Burlas,
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	0	3	5	5	5	5.00	
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	6	5	5	5	5.00	AgSc11 (2 Exams), CrpSc 21 (4 Exams)
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	0	2	5	5	5	5.00	CropSc 21 (2 quizzes)
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	100	1254	5	5	5	5.00	Term Papers Checked for AgSc 11 (994), CrpSc 21 (228), Agro
	<b>PI 8.</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic adviser to students	10	31	5	5	5	5.00	Pls. refer cumulus.vsu.edu.ph/staf
		<b>A17.</b> Number of students advised on thesis/ field practice/special problem:								

		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript	4	8	5	5	5	5.00	Pawaan, Montes, Ordiz, Huerta, Estorninos, Molato, Apo rbo, Loreto
		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript	2	5	5	5	5	5.00	Bisnar, Ponferada, Aqui, Talamo, E3ayarcas
		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	8	13	5	5	5	5.00	Into, Calixte, Truya, Roma, Bulacan, Ortega, Bergado, Buihi, Pabilan, Agronomy Majors
	<b>PI 9.</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	3.5	3.5	3.5	3.50	
		<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>A21.</b> Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
		<i>On-line ready courseware</i>	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	3.5	3.5	3.5	3.50	AgSc 11 Learning Guide
		<i>Supplemental learning resources</i>	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	5	20	5	5	5	5.00	Pls. refer to the VSUEE classroom
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	13	5	5	5	5.00	Pls. refer to the VSUEE classroom
		<b>A23.</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>A24.</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	2	3	5	5	5	5.00	AgSc 11, CrpSc 21, Agro 199A
	<b>PI 11.</b> Additional outputs	<b>A25.</b> Number of Additional outputs accomplished:								
		<i>Program accreditation/evaluation</i>	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		<i>Agency/firm/Industry linkages</i>	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							



		<b>A26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal								
	Average									4.88	
	TPES Rating									4.53	
<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>A28.</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>A29.</b> Percentage of research outputs published in internationally-referred 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>		0	1	5	5	5	5.00		
		<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>A30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scienfic fora /conferences								
		<i>In int'l fora/conferences</i>									
		<i>In nat'l/regional fora/conferences</i>		0	1	5	5	5	5.00		
	<b>PI 5.</b> Percent of research proposals approved *	<b>A31.</b> Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	0	1	5	5	5	5.00		
	<b>PI 6.</b> Additional outputs*	<b>A32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)									
		<b>A33.</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	0	2	5	5	5	5.00		
		<b>A34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output								

		<b>A35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal								
	Average									5.00	
<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>A36.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, 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>A37.</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>A38.</b> Number of extension programs/projects implemented	Implements duly approved extension projects								
	<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>A39.</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>A40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries								
	Research Mentoring	Research Mentor									
	Peer reviewers/Panelists	Peer reviewers/Panelists									
	Resource Persons	Resource Persons									
	Convenor/Organizer	Convenor/Organizer									
	Consultancy	Consultant									
	Evaluator	Evaluator									
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A41.</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>A42.</b> No. of extension-related awards (extn. conducted by faculty or student & faculty) *									
		<b>A43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal								



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*	A44. 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	5	5	5	5.00		
	A45. 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	5	5	5	5.00		
	On program accreditations								
	On institutional accreditations								
UMFO 6. GENERAL ADMIN. & SUPPORT SERVICES (GASS)									
PI 2. Zero percent complaint from clients served	A46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint	5	5	5	5.00		
PI 3: Additional Outputs	A47. 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							
	A48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
	A49. Involvement in Department committees		1	3	5	5	5	5.00	
	A50. Project manager DASS CRC/LRP/RFP project								
								5.00	
								4.85	
								4.79	
									OUTSTANDING
Comments and Recommendations for Development Purpose:								1- Quality 2- Efficiency 3- Timeliness 4- Average	
Publish research articles in refereed journals.									

Evaluated & Rated by:

Recommending Approval:

Approved by:

ULYSSES A. CAGASAN

Department Head

Date: 1/10/2022

VICTOR B. ASIO

Dean, College of Agriculture and Food Science

Date: 1/16/22

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 1/24/22

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: LUZ G. ASIO  
Performance Rating: OUTSTANDING

**Aim:** To enhance performance in teaching, and publish research output

### **Proposed Interventions to Improve Performance**

Date: January 2021

Target Date: December 2021

#### **First Step:**

Attend trainings and seminars and present papers in scientific conferences

#### **Result:**

Improved performance in teaching strategies  
Publish research article in refereed journal

**Target Date:** December 2022

#### **Next Step:**

Write scientific publications and develop project proposal

**Outcome:** Submitted paper for evaluation in refereed journals and submitted research proposal for funding

#### **Final Step/Recommendation:**

Maintain outstanding rating and publish research articles in refereed journals

Prepared by:

  
**ULYSSES A. CAGASAN**  
Unit Head

Conforme:

  
**LUZ G. ASIO**  
Name of Ratee Faculty/Staff