

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

Name of Faculty Member: HUMBERTO R. MONTES, JR.

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2 x 3)
1. Instruction			
a. Head (50%)		2.49405	0.99762
b. Students (50%)		2.5	1
TOTAL for Instruction	40%		
2. Research	30%		1.5
3. Extension	20%		1
4. Administration	10%		0.5
TOTAL RATING			4.99762

EQUIVALENT NUMERICAL RATING: 4.99762


Add: Additional Points, if any:

TOTAL NUMERICAL RATING 4.99762

ADJECTIVAL RATING: OUTSTANDING


Prepared by:

Reviewed by:

  
**HUMBERTO R. MONTES, Jr.**  
Name of Faculty

  
**ANALYN M. MAZO**  
Head

Recommending Approval:


  
**CANDELARIO L. CALIBO**  
CAS Dean

Approved:


  
**BEATRIZ S. BELONIAS**  
Vice President for Instruction

Visayas State University  
**DEPARTMENT OF BIOLOGICAL SCIENCES**  
Visca, Baybay City, Leyte  
**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (IPCR)**

I, HUMERTO R. MONTES, JR, Professor , commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period  
January to June 2018.

  
**HUMBERTO R. MONTES, JR**  
Associate Professor

Date:

  
**ANALYN M. MAZO**  
Head, DBS  
Date:

MFO No.	MFO Description	Success/Performance Indicator (PI)	Task Assigned	Target	Actual Accomplishment	Rating				Remark
						Quality	Efficiency	Timeliness	Average	
UMFO	1: Advanced Education Services									
DBS MFO 1.	Graduate Degree Program									
	PI 1: Number of graduate degree specializations									
	PI 2: Total FTE monitored									
	PI 4: Percentage increase in number of graduate									
DBS MFO 2.	Graduate Student									
	PI 1: Number of graduate students awarded with scholarship/ assistantship									
	PI 2: Percentage of graduate students awarded with scholarship/ assistantship who graduated within									
	PI 3: Number of graduate students advised	Serve as GAC adviser/member	1	1						
UMFO 2.	Higher Education Services									
DBS MFO 1.	Curriculum Program									
	PI 1: Total FTE monitored	Teach graduate and undergraduate subjects	15.00	20.50	5	5	5	5.00	TREC 208 (Ecosystems Analysis); Biol 158 (Physical & Chemical Oceanography);	
	PI 2: Number of curricular program compliant to CMO,		1	1	5	5	5	5.00		
	PI 3: Average passing percentage in licensure									
	PI 4: Number of undergraduates in mandated programs who graduated within the prescribed period									
	PI 5: Percentage increase in the number of undergraduate students who graduated within prescribed period									

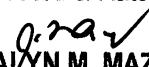
	PI 3: Average passing percentage in licensure								
	PI 4: Number of undergraduates in mandated programs who graduated within the prescribed period								
	PI 5: Percentage increase in the number of undergraduate students who graduated within prescribed period								
	PI 6: Percentage increase in number of undergraduate students enrolled								
	PI 7: Number of academe/industry linkage established	Link with institutions/industries	2	4	5	5	5	5.00	Institute of Climate Change & Sustainable Cities, PASAR, BFAR, DENR, LGUs
	PI 8: Number of students advised for their academic and thesis concerns	Guide students in the conduct of their research	3	5	5	4.5	5	4.83	served as academic adviser, thesis adviser, thesis chairman and SRC member for BS Biology and ITEEM students
	PI 9: Number of student organizations advised								
	PI 10: Number of instructional materials developed/revised	Revise lecture guides	1	2	5	5	4.5	4.83	Biol 158 (Physical & Chemical Oceanography); TREC 208 (Ecosystems Analysis)
	PI 11: Number of OBE compliant syllabus prepared		1	3	5	5	4.5	4.83	
	PI 12: Additional outputs								
	Number of awards/recognitions received by faculty member								
	Number of seminar/workshop attended	Attend seminars/workshops	3	5	5	5	5	5.00	
	Number of learning materials acquired		1	4	5	5	5	5.00	
<b>DBS MFO 3. RESEARCH</b>									
	PI 1: Number of published papers in internationally indexed journals								
	PI 2: Number of research outputs presented in local/regional/national /international fora/conferences <i>international fora/conferences      national</i>	CFES RDE	1	1	5	5	5	5.00	
	PI 3: Number of research project/study conducted and/or completed in schedule	Conduct research	3	1 program, 1 project, 5 studies	5	5	5	5.00	
	PI 4: Number of research proposals submitted	Make and submit research proposals	2	4	5	5	5	5.00	CHED DARE TO (Biodiversity...); CHED DARE TO (Sargassum); Artificial Reef; Coastal Resource Management; FishCORAL
	PI 5: Number of research proposals approved		1	3	5	5	5	5.00	
	PI 7: Amount of money generated from external funding		1M	Php 11M	5	5	5	5.00	
	PI 8: Amount of money generated from institutional		1M	Php 1M	5	5	5	5.00	
	PI 9: Additional outputs								
	Number of research related awards (research conducted by student or student with faculty)								
	Number of exchange scholars/ researchers/ visiting professors assisted		1	3	5	5	5	5.00	

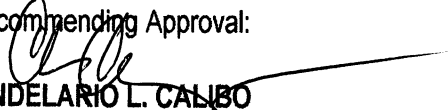
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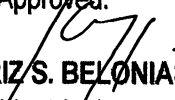
	Number of research articles submitted for publications								
	Number of terminal reports submitted		1	1	5	5	5	5.00	
<b>DBS MFO 4. Extension services</b>									
	PI 1: Number of technical/expert services rendered		1	3	5	5	5	5.00	
	PI 2: Number of extension projects/components conducted	Conduct extension projects/activities	1	4	5	5	5	5.00	
	PI 4: Amount of money generated from external funding		1M	Php 10M	5	5	5	5.00	
	PI 5: Amount of money generated from institutional		100K	500K	5	5	5	5.00	
	PI 6: Additional Outputs								
	Number of clientele served for identification of specimens as expert in the field		1	1	5	5	5	5.00	
	Number articles reviewed for peer-reviewed journals		1	1	5	5	5	5.00	
	Number of scientific fora attended as speaker/resource person	Act as resource person	1	2	5	5	5	5.00	PCRA Habitat Assessments (Baybay City; 3/6-5/25/18); Open Source Software (QGIS, R, and Zotero) for Researchers (VSU, 4/10-11/18); Acted as resource person during the "Participatory Coastal Resources Assessment Training Workshop" for the LGUs of Baybay last January 29-31, 2018. Also served as speaker during the "Stakeholder's forum on the protection of the coastal zone of the city of Tacloban, the municipality of Tanauan and the Municipality of Palo: Sharing knowledge and information on ecosystems, status, and sustainable use of coastal and marine ecosystems" last March 18, 2018.
	Number of scientific fora attended as participant		1	3	5	5	5	5.00	
<b>DBS MFO 5. Support to operation</b>									
<b>OVPI MFO 1 Faculty Development Services</b>									
	PI 1. Number of faculty pursuing advanced degree program								
	<b>OVPI MFO 2 Faculty Recruiting/Hiring Services</b>								
	PI 1: Number of new faculty recommended for hiring aligned with ISO standards								
	PI 3: Degree program compliant to CHED								
	PI 4: Degree program has passed evaluation with at least level 1								
	<b>OVPI MFO 3 Faculty Evaluation Services</b>								
	PI 1: Number of seminars/ trainings/ conventions/ workshops coordinated for entire university								

	PI 2: Percentage of Faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated		50%	100%	5	5	5	5.00	
	PI 3: Number of in-house								
	OVPI MFO 4 Program and institutional Accreditation Services								
	PI 1: Number of degree programs which passed accreditation/evaluation at least Level 1								
	PI 2: Percentage of degree program compliant with CHED		50%	100%	5	5	5	5.00	
<b>DBS MFO 6: General Administration and Support</b>									
	PI 1: Zero complaints from clients		100%	100%	5	5	5	5.00	
	PI 2: Additional outputs								
	Number of management meetings attended	Attend meetings	5	8	5	5	5	5.00	
	Number of management meetings conducted (DBS holds meeting once a month)	Conduct meetings	5	8	5	5	5	5.00	
	Number of recommendations made for the approval of the administration to enhance the unit's capabilities and								
	Number of requests made for approval by the administration to address some academic/office								
	Number of Purchase requests made for materials/equipment needed for smooth laboratory and		1	1	5	5	5	5.00	
	Number of job/letter requests made for the lecture/laboratory rooms and office maintenance		1	3	5	5	5	5.00	
	PI 7: Number of well maintained laboratory/lecture rooms		1 Mar. Lab	1 Mar. Lab	5	5	5	5.00	
	Number of well maintained comfort rooms for		1	1	5	5	5	5.00	
	Number of laboratory specimens properly collected for		1	5	5	5	5	5.00	
	Number of exam papers properly mimeographed and		1	1	5	5	5	5.00	
	Number of laboratory/lecture guides reproduced on time		1	1	5	5	5	5.00	
	Number of documents acted upon promptly		5	10	5	5	5	5.00	
	<b>Laboratory Services</b>								
	Number of laboratory equipment properly maintained as functional		5	15	5	5	5	5.00	
	No. of glasswares/equipment dispensed								
	No. of glasswares/equipment inventoried/yr								
	% of students & faculty served on time during the scheduled lab. classes & with zero complaint		100%	100%	5	5	5	5.00	

	% of request for reagents prepared & issued during schedule lab. classes		100%	100%	5	5	5	5.00	
	% specimens collected & prepared before scheduled lab.		100%	100%	5	5	5	5.00	
	% materials/equipment submitted to the property office after being declared as waste		100%	100%	5	5	5	5.00	
								209.50	
Total Over-all Rating								4.99	
Average Rating									
Adjectival Rating					OUTSTANDING				

Evaluated & Rated by:  
  
**ANALYN M. MAZO**  
Department Head

Recommending Approval:  
  
**CANDELARIO L. CALIBO**  
College Dean

Approved:  
  
**BEATRIZ S. BELONIAS**  
Vice President for Instruction

Comments & Recommendations for Development Purpose:

Improve mechanism in assisting students for their thesis to improve timeliness & quality of report.  
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## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Humberto R. Montes, Jr.

Performance Rating: Outstanding

Aim: Pursue graduate studies

Proposed Interventions to Improve Performance:

Date: June 2018      Target Date: 2019

First Step:

To mentor junior faculty

Result:

To mentor Prof. Flandez

Date: \_\_\_\_\_ Target Date: September-December \_\_\_\_\_

Next Step:

Team teach with Prof. Flandez, i.e., Dr. Montes handles the lecture and Prof. Flandez handles the lab

Outcome:

Team teach in Biol 111

Final Step/Recommendation:

\_mentor other junior staff for other subjects

Prepared by:

  
ANALYN M. MAZO  
Unit Head

Conforme:

  
HUMBERTO R. MONTES JR.  
Ratee



10/10/10

WASH STATE UNIVERSITY

Name of Applicant: [Name]  
Institution: [Institution]

Address: [Address]

Proposed Project Title: [Project Title]

Date: [Date]

First Step:

[Step 1 Description]

Second Step:

[Step 2 Description]

Third Step:

[Step 3 Description]

Fourth Step:

[Step 4 Description]

[Step 5 Description]

Outcome:

[Outcome Description]

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