

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **RENEZITA S. COME**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating Rating x % (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	4.75	2.375	
b. Students (50%)	4.5	2.25	
Total for Instruction	60%	4.63	2.78
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	5%	4.4	0.22
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	5%	4.78	0.239
4. Administration	25%	5	1.25
5. Production	5%	5	0.25
TOTAL			4.74

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:


TOTAL NUMERICAL RATING:

4.74

ADJECTIVAL RATING:

Outstanding


Prepared by:


RENEZITA S. COME
Name of Faculty


Reviewed by:


ANGELICA P. BALDOS
Department Head

Recommending Approval:


ARTURO E. RASA
Dean

Approved:


ROTACIO S. GRAVOSO

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, RENEZITA S. COME, a faculty member of the DEPARTMENT OF FOREST SCIENCE 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 JULY TO DECEMBER 2024.

RENEZITA S. COME

Professor VI

Date: 11/10/25

Approved:

ANGÉLICA P. BALDOS

Department Head

Date: 9/9/25

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	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: Total FTE coordinated, implemented & monitored*</u>	A1. Actual Faculty's FTE		Handles subjects/courses assigned	1	(3/1) 300%	5	5	5	5	Fory 283 and Fory 299, Fory 300
	<u>PI 8: Number of graduate students advised *</u>	A2. Number of students advised		Acts as academic adviser to graduate students	1	(3/1) 300%	5	5	5	5	Martinez, Caballes Cinco
		A3. Number of students advised on thesis/special problem/dissertation			1	(3/1) 300%	5	5	5	5	Martinez, Caballes Cinco
		As GAC Chairman		Advises and corrects research outline and thesis/SP/dissertation manuscript	1	(3/1) 300%	5	5	5	5	Martinez, Caballes Cinco
		AS GAC Member		Advises and corrects research outline and thesis/SP/dissertation manuscript	1	(1/1) 100%	4	4	4	4	Solis
		<u>A4. Number of students entertained for consultation purposes</u>		Entertains students seeking consultation with faculty	2	(4/1) 400%	5	5	5	5	Martinez, Caballes Cinco, Solis
	<u>PI 9: Number of instructional materials developed *</u>	<u>A5. Number of on-line ready coursewares developed and submitted for review</u>		Converts the existing instructional materials into flexible learning systems	1	(2/1) 200%	5	5	5	5	Fory 283, Fory 236

		On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	(2/1) 200%	5	5	5	5	Fory 283, Fory 236
		Supplemental learning resurces		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	(2/1) 200%	5	5	5	5	Fory 283, Fory 236,
		Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	(2/1) 200%	5	5	5	5	Fory 283, Fory 236
		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	0	0					
		A 7 : Number of virtual classroom created and operational		Creates virtual classroom using VSUEE	1	(2/1) 200%	5	5	5	5	Fory 283, Fory 236
	PI 10. Additional outputs:										
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	10	(13/10) 130%	4.5	4.5	4.5	4.5	FSci 125 Lecture and FSci 125 Laboratory, Fory 200
		A10. Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline	2	(2/1) 200%	5	5	5	5	FSci 125 and Fory 200
		A 11. 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	1	0					No students with INC
		A12. Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings	1	(1/1) 100%	4	4	4	4	VSU Faculty On-boarding (1st and 2nd Semester)
		A13. Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught	2	(4/2) 200%	5	5	5	5	First long, Mid-term, Third long and Final Exam in FSci 125
		A14. Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	2	(4/2) 200%	5	5	5	5	FSci 125 Lecture
		A15. Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required	2	(4/2) 200%	5	5	5	5	FSci 125 Laboratory

	<u>PI 8: Number of students advised: *</u>	<u>A16. Number of students advised:</u>		Acts as academic adviser to students	1	(19/1) 1900%	5	5	5	5	See list of academic advisees (BS Forestry) First Year to 4th year
		<u>A17. Number of students advised on thesis/ field practice/special problem:</u>									
		As SRC Chairman	Advising	Advises, and corrects research outline and thesis/SP manuscript	1	(8/1) 800%	5	5	5	5	Razaga, Aquino, Belmoro, Ceniza, Dumaguing, Ganar, Magdugo, Sabate
		As SRC Member	Advising	Advises and corrects research outline and thesis/SP manuscript	1	(6/1) 600%	5	5	5	5	Dela Cruz Abegail, Dela Cruz Airine, Maingque, Rasonabe, Napoles, Saludo, Buenafe
		<u>A18. Number of students entertained for consultation purposes</u>		Entertains students consulting on subject taught, thesis and grades	1	(25/1) 2500%	5	5	5	5	See list of academic advisees (BS Forestry) First Year to 4th year
	<u>PI 9: Number of student organizations advised/ assisted *</u>	<u>A19. Number of Student organizations advised</u>		Advises student organizations recognized by USOO	1	(1/1) 100%	4	4	4	4	CFES-SSC
		<u>A20. Number of Student organizations assisted on student related activities</u>		Assists student organizations in implementing student related activities	1	(2/1) 200%	5	5	5	5	CFES-SSC and FSS
	<u>PI 10: Number of instructional materials developed *</u>	<u>A 21 : Number of online course ware developed and submitted :</u>		Prepares and submits for review by the Technical Review Panel	1	(1/1) 100%	4	4	4	4	FSci 125
		On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	(1/1) 100%	4	4	4	4	FSci 125 Lecture and Laboratory
		Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	(4/1) 400%	5	5	5	5	FSci 125 Lecture and Laboratory
		Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	(4/1) 400%	5	5	5	5	FSci 125 Lecture and Laboratory
		<u>A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor</u>		Submits the course ware duly reviewed by TRP for editing by MMDC editor	0	0					
		<u>A 24 : Number of virtual classroom created and operational</u>		Creates virtual classroom using either Moddle or Google Classroom	1	(2/1) 200%	5	5	5	5	FSci 125 Lecture and Laboratory

	<u>PI 11. Additional outputs</u>	<u>A 25. Number of Additional outputs accomplished:</u>								
		Program accreditation/evaluation	Prepares documents and /or	1	(1/1) 100%	4	4	4	4	Documents for ISO
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	1	(2/1) 200%	5	5	5	5	MENRO Silago and CENRO Maasin Southern Leyte
		<u>A 26. Other outputs</u>								
		Online Teaching Trainings/Seminars	Attends online trainings and seminars on online teaching	1	(1/1) 100%	4	4	4	4	VSU Faculty On boarding
UMFO 3 . RESEARCH SERVICES										
	<u>PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *</u>	<u>A27. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *</u>	Conducts research for possible utilization by industry or other beneficiaries	0	0					
	<u>PI 2. Number of research outputs completed within the year *</u>	<u>A 28. Number of research outputs completed within the year *</u>	Conducts and completes research project within the year	0	0					
	<u>PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *</u>	<u>A 29. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year</u>	Writes publishable materials out of research outputs and submits for publication	1	(1/1) 100%	4	4	4	4	Geodata of the Laforet Project in Ecuador, Philippines and Zambia
		In refereed int'l journals		1	(1/1) 100%	4	4	4	4	Geodata of the Laforet Project in Ecuador, Philippines and Zambia
		In refereed nat'l/regional journals		0						
	<u>PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences</u>	<u>A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *</u>	Prepares, submits and presents research paper in scientific for a/conferences							
		In int'l fora/conferences		1	(1/1) 100%	4	4	4	4	Paper Presenter, 17th FORESPI International Conference
		In nat'l/regional fora/conferences		1	(5/1) 100%	5	5	5	5	SFFI, NRCP, NAST, Tanggol Kalikasan, UPLB Forum
	<u>PI 5. Percent of research proposals approved *</u>	<u>A 31. Percentage of of research proposals prepared, submitted and approved</u>	Prepares research proposals, submits and follows up its approval for immediate implementation	0	(2/1) 100%	5	5	5	5	USAID Biodiversity and Resilience Citizen:SDSS Project

	<u>PI 6. Additional outputs*</u>	<u>A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)</u>								
		<u>A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer</u>		Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper	1	0				No invitation
		<u>A 34. Number of UMs submitted to ITSO, VSU</u>	UM preparation	Prepares and submits application for UM of technology generated out of research output	0	0				
		<u>A 35. Other outputs</u>								
		Review/Evaluate Research Proposal		Reviews/evaluate research proposal for funding	0	0				
UMFO 4. EXTENSION SERVICES										
	<u>PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities</u>	<u>A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained</u>		Identifies and links with probable partners for extension activities and maintains this active partnership	0	(0/3) 300%	5	5	5	MENRO Silago, CENRO Maasin, PENRMO, Southern Leyte
	<u>PI 2. Number of trainees weighted by the length of training</u>	<u>A 37. Number of trainees weighted by the length of training</u>		Conducts trainings among beneficiaries of technologies for transfer	0	(30/0) 3000%	5	5	5	Citizen Science Researchers and Enumerators, Presidents of Southern Leyte POs
	<u>PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs</u>	<u>A 38. Number of extension programs/projects implemented</u>		Implements duly approved extension projects	1	(1/1) 100%	5	5	5	Citizen Science Project (Research cum Extension)
	<u>PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance</u>	<u>A 39. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance</u>		Provides quality and relevant training courses and advisory services	0	(30/0) 3000%	5	5	5	Citizen Science Researchers and Enumerators, Presidents of Southern Leyte POs
	<u>PI 5. Number of technical/expert services</u>	<u>A 40. Number of technical/expert services as/in:</u>		Provides the technical and expert services requested by beneficiaries	0					
	Research Mentoring	Research Mentor			0	(1/0) 100%	4	4	4	Served as Judge for Poster Presentation during 17th FORESPI International Conference

Peer reviewers/Panelists	Peer reviewers/Panelists			0	(2/0) 200%	5	5	5	5	VSU Research and Extension In-house Review (TWG Member)
Resource Persons	Resource Persons			0	(2/0) 200%	5	5	5	5	Maasin POs, VSU OVPREI Training on Publication
Convenor/Organizer	Convenor/Organizer			0	(0/1) 100%	4	4	4	4	FORESPI International Conference
Consultancy	Consultant			0						
Evaluator	Evaluator			0	(2/0) 200%	5	5	5	5	VSU Research and Extension In-house Review (TWG Member) and TWG Eastern Visayas Research Consortium
PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *		Prepares extension project proposals, submits and follow up its approval for immediate implementation	0						
PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *									
	A 43. Other outputs									

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		5	5	5	5	
	A 45. Compliance to all requirements of the program and institutional accreditations:	Minutes Preparation	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant		5	5	5	5	
	On program accreditations									
	On institutional accreditations									

UMFO 6. General Admin. & Support Services (GASS)

PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services		Provides customer friendly frontline services to clients	Zero % complaint		5	5	5	5	
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	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	0						
		A 48. Other outputs implementing the new normal due to covid 19		Designs administration/management related activities and other outputs to implement new normal	0						
				DFS Meeting		2	5	5	5	5	
				University Meeting		3	5	5	5	5	
	Total Over-all Rating					237.5	Comments and Recommendation for Development Purpose: To design administration related activities resulting to best practice				
	Average Rating					4.75					
	Adjectival Rating					outstanding					

Evaluated & Rated by:

ANGELICA P. BALDOS

Department Head

Date: 3/3/25

Recommending Approval

ARTURO E. PASA

Dean, FFES

Date: 3/4/25

Approved by:

ROTACIO S. GRAVOSO

Vice President for Academic Affairs

Date: 3/5/25

PERFORMANCE MONITORING AND COACHING JOURNAL


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

Name of Office : Department of Forest Science
Head of Office : Dr. Angelica P. Baldos
Number of Personnel : 9 Permanent Faculty

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring					
Faculty Meeting		Minutes of Meeting	Dean's Memo/Head's Memo		Regular monthly meeting
Office & Class Attendance				Log book; DTR's	DFS Faculty & Staff (July - December 2024)
Attendance to university & college activities/programs/seminars/workshops			University memos & invitation sent via VSU email	Attendance, Program certificates	
Compliance of University Memos			University Memos	Compliance Report	
Leaves (SL, VL, CDO, etc.)				Application and approval for Leave form	DFS Faculty & staff (July - December 2024)
Following-up documents	Utility workers/ Office Clerks / Admin Staff			Scheduled	Daily / Weekly
Travels		Updates during meetings		Travel Orders, Pass Slips, FM-VPA-03 Certificate of appearance	
Coaching					
Classroom Management & Teaching Methods	Faculty Consultation			Classroom Observation (Forms and logbooks)	(July - December 2024)


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

Conducted by:


ANGELICA P. BALDOS
Immediate Supervisor

Noted by:


ARTURO E. PASA
Dean, CFES


ROTACIO S. GRAVOSO
Vice President for Academic Affairs

TRACKING TOOL FOR MONITORING TARGETS

Major Final Output/Performance Indicator	TASK	ASSIGNED TO	DURATION	TASK STATUS						REMARKS
				JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	
MFO 1. Advanced & Higher Education Services	Teaching									
PI 1. Instruction	Instructional Materials Developed/ Revised & Utilized	RSCome	JULY-DECEMBER 2024	Submits Course Syllabi	Prepares lecture materials	Prepares Exams For Midterm	Face to face	Face to face	Prepares Exams For Final	Fsci 125, FORY 283, FORY 299, all lec & lab
		HLMondal	JULY-DECEMBER 2024	Submits Course Syllabi	Prepares 1 lecture guides	Prepares Exams For Midterm	Face to face	Face to face	Prepares Exams For Final	FORY 211, Fsci 131, Fmgt 137, All lec & lab
		AEPasa	JULY-DECEMBER 2024	Submits Course Syllabi	Prepares 1 lecture guides	Prepares Exams For Midterm	Face to face	Face to face	Prepares Exams For Final	FORY 291, FMgt 145n, all lec & lab
		TAPatindol	JULY-DECEMBER 2024	Submits Course Syllabi	Develops lecture guide	Prepares Exams For Midterm	Face to face	Face to face	Prepares Exams For Final	FORY 224, FGov 149n, FORY 269, FORY 225, FORY 227, Envi IIIf. All lec & lab
		DPPeque	JULY-DECEMBER 2024	Submits Course Syllabi	Prepares 1 lecture guides	Prepares Exams For Midterm	Face to face	Face to face	Prepares Exams For Final	WTec 141, FMgt 147n, FORY 229 all lec & lab
		ANPolinar	JULY-DECEMBER 2024	Submits Course Syllabi	Prepares 1 lecture guides	Prepares Exams For Midterm	Face to face	Face to face	Prepares Exams For Final	FMgt 143n, ForE 139, FGov 135, FORY 205, all lec & lab
		SOBernaldez	JULY-DECEMBER 2024	Submits Course Syllabi	Prepares 1 lecture guides	Prepares Exams For Midterm	Face to face	Face to face	Prepares Exams For Final	FMgt 123, FMgt 131n, all lec and lab
		APBaldos	AUGUST-DECEMBER	Submits Course Syllabi	Prepares 1 lecture guides	Prepares Exams For Midterm	Face to face	Face to face	Prepares Exams For Final	FMgt 127. FORY 285, all lec & lab

		KBDoria	SEPTEMBER-DECEMBER 2024	Submits Course Syllabi	Prepares 1 lecture guides	Prepares Exams For Midterm	Face to face	Face to face	Prepares Exams For Final	FMgt 137, FMgt 11, FMgt 145n, WTec 141, all lec & lab
	Reviewed/ Approves Thesis/Field Practice Manuscripts/Lab Exercises	RSCome	JULY-DECEMBER 2024				Review Outlines	Review Outlines and Manuscript	Review Outlines and Manuscript	Caballes, Cinco, Martinez, Solis
		TAPantindol	JULY-DECEMBER 2024				Review Outlines	Review Outlines	Review Outlines	Bonganay
		HLMondal	JULY-DECEMBER 2024				Review Outlines	Review Outlines	Review Outlines	Caballes, Tiongson, Enselay, Solis
		DPPeque	JULY-DECEMBER 2024				Review Outlines	Review Outlines and Manuscript	Review Outlines and Manuscript	Wales, Omoso, Nabong
	Spent Hours For Students Consultations	HLMondal	JULY-DECEMBER 2024	Daily 12-1, 5-6	Daily 12-1, 5-6	Daily 8-5	Daily 8-5	Daily 12-1, 5-6	Daily 12-1, 5-6	BSF students
		AEPasa	JULY-DECEMBER 2024	Daily, 12:00 -1:00	Daily, 12:00 -1:00	Daily, 8-5	Daily, 8-5	Daily, 8-5	Daily, 8-5	BSF students
		DPPeque	JULY-DECEMBER 2024	Daily 12-1, 5-6	Daily 12-1, 5-6	Daily 8-5	Daily 8-5	Daily 8-5	Daily 8-5	BSF students
		ANPolinar	JULY-DECEMBER 2024	Daily, 12:00 -1:00	Daily, 12:00 -1:00	Daily, 8-5	Daily, 8-5	Daily, 8-5	Daily, 8-5	BSF students
		TAPatindol	JULY-DECEMBER 2024	Daily, 12:00 -1:00	Daily, 12:00 -1:00	Daily, 8-5	Daily, 8-5	Daily, 8-5	Daily, 8-5	BSF students
		RSCome	JULY-DECEMBER 2024	Daily, 12:00 -1:00	Daily, 12:00 -1:00	Daily, 8-5	Daily, 8-5	Daily, 8-5	Daily, 8-5	BSF students
		SOBernaldez	JULY-DECEMBER 2024	Daily, 12:00 -1:00	Daily, 12:00 -1:00	Daily, 8-5	Daily, 8-5	Daily, 8-5	Daily, 8-5	BSF students
		APBaldos	JULY-DECEMBER 2024	Daily, 12:00 -1:00	Daily, 12:00 -1:00	Daily, 8-5	Daily, 8-5	Daily, 8-5	Daily, 8-5	BSF students

		KBDoria	JULY- DECEMBER 2024	Daily, 12:00 -1:00	Daily, 12:00 - 1:00	Daily, 8-5	Daily, 8-5	Daily, 8-5	Daily, 8-5	BSF students
Gives Assignmen ts, Quizzes, Exams, Etc.		AEPasa	JULY- DECEMBER 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Wednesdays, Thursdays
		RSCome	JULY- DECEMBER 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Tuesdays, Wednesdays, Thursdays
		DPPeque	JULY- DECEMBER 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Thursdays, Saturday
		ANPolinar	JULY- DECEMBER 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Tuesdays, Wednesdays, Thursdays, Fridays
		HLMondal	JULY- DECEMBER 2024			Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Tuesday, Wednesdays, Thursdays, Fridays
		TAPatindol	JULY- DECEMBER 2024			Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Wednesdays, Tuesdays, Thursday
		SOBernaldez	JULY- DECEMBER 2024			Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Tuesdays, Thursday
		APBaldos	JULY- DECEMBER 2024			Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Tuesdays, Wednesdays, Thursdays, Fridays
		KBDoria	JULY- DECEMBER 2024			Checks Exams, Quizzes, & Assignments	Checks Exams,	Checks Exams,	Checks Exams,	Mondays, Tuesdays, Wednesdays,

						Quizzes, & Assignments	Quizzes, & Assignments	Quizzes, & Assignments	Thursdays, Fridays
Submits Grade Sheets	<i>RSCome</i>	JULY-DECEMBER 2024			Midterm Grades			Final Grades	Fsci 125, FORY 283, FORY 299, all lec & lab
	<i>HLMondal</i>	JULY-DECEMBER 2024			Midterm Grades			Final Grades	FORY 211, Fsci 131, Fmgt 137, All lec & lab
	<i>AEPasa</i>	JULY-DECEMBER 2024			Midterm Grades			Final Grades	FORY 291, FMgt 145n, all lec & lab
	<i>TAPatindol</i>	JULY-DECEMBER 2024			Midterm Grades			Final Grades	FORY 224, FGov 149n, FORY 269, FORY 225, FORY 227, Envi IIIf. All lec & lab
	<i>DPPeque</i>	JULY-DECEMBER 2024			Midterm Grades			Final Grades	WTec 141, FMgt 147n, FORY 229 all lec & lab
	<i>ANPolinar</i>	JULY-DECEMBER 2024			Midterm Grades			Final Grades	FMgt 143n, ForE 139, FGov 135, FORY 205, all lec & lab
	<i>SOBernaldez</i>	JULY-DECEMBER 2024			Midterm Grades			Final Grades	FMgt 123, FMgt 131n, all lec and lab
	<i>APBaldos</i>	JULY-DECEMBER 2024			Midterm Grades			Final Grades	FMgt 127. FORY 285, all lec & lab
	<i>KBDoria</i>	JULY-DECEMBER 2024			Midterm Grades			Final Grades	FMgt 137, FMgt 11, FMgt 145n, WTec 141, all lec & lab
Prepares power point lecture materials	<i>RSCome</i>	JULY-DECEMBER 2024	Mondays, Wednesdays, Fridays, Tuesdays	Mondays, Wednesdays, Fridays, Tuesdays	Mondays, Wednesdays, Fridays, Tuesdays	Mondays, Wednesdays, Fridays, Tuesdays	Mondays, Wednesdays, Fridays, Tuesdays	Mondays, Wednesdays, Fridays, Tuesdays	Fsci 125, FORY 283, FORY 299, all lec & lab
	<i>HLMondal</i>	JULY-DECEMBER 2024	Tuesdays, Thursdays	Tuesdays, Thursdays	Tuesdays, Thursdays	Tuesdays, Thursdays	Tuesdays, Thursdays	Tuesdays, Thursdays	FORY 211, Fsci 131, Fmgt 137, All lec & lab
	<i>AEPasa</i>	JULY-DECEMBER 2024	Wednesdays, Fridays	Wednesdays, Fridays	Wednesdays, Fridays	Wednesdays, Fridays	Wednesdays, Fridays	Wednesdays, Fridays	FORY 291, FMgt 145n, all lec & lab

		<i>TAPatindol</i>	JULY-DECEMBER 2024	Tuesdays	Tuesdays	Tuesdays	Tuesdays	Tuesdays	Tuesdays	FOR Y 224, FGov 149n, FOR Y 269, FOR Y 225, FOR Y 227, Envi IIIf. All lec & lab
		<i>DPPeque</i>	JULY-DECEMBER 2024	Mondays, Wednesday s, Fridays	Mondays, Wednesday s, Fridays	Mondays, Wednesday s, Fridays	Mondays, Wednesday s, Fridays	Mondays, Wednesday s, Fridays	Mondays, Wednesday s, Fridays	WTec 141, FMgt 147n, FOR Y 229 all lec & lab
		<i>ANPolinar</i>	JULY-DECEMBER 2024	Mondays, Wednesday s, Fridays	Mondays, Wednesday s, Fridays	Mondays, Wednesday s, Fridays	Mondays, Wednesday s, Fridays	Mondays, Wednesday s, Fridays	Mondays, Wednesday s, Fridays	FMgt 143n, ForE 139, FGov 135, FOR Y 205, all lec & lab
		SOBernaldez	JULY-DECEMBER 2024	Mondays, Tuesday s, Thursday	Mondays, Tuesday s, Thursday	Mondays, Tuesday s, Thursday	Mondays, Tuesday s, Thursday	Mondays, Tuesday s, Thursday	Mondays, Tuesday s, Thursday	FMgt 123, FMgt 131n, all lec and lab
		APBaldos	JULY-DECEMBER 2024	Mondays, Tuesday s, Thursday, Friday s	Mondays, Tuesday s, Thursday, Friday s	Mondays, Tuesday s, Thursday, Friday s	Mondays, Tuesday s, Thursday, Friday s	Mondays, Tuesday s, Thursday, Friday s	Mondays, Tuesday s, Thursday, Friday s	FMgt 127. FOR Y 285, all lec & lab
		KBDoria	JULY-DECEMBER 2024	Mondays, Tuesday s, Wednesday Thursday, Friday	Mondays, Tuesday s, Wednesday Thursday, Friday	Mondays, Tuesday s, Wednesday Thursday, Friday	Mondays, Tuesday s, Wednesday Thursday, Friday	Mondays, Tuesday s, Wednesday Thursday, Friday	Mondays, Tuesday s, Wednesday Thursday, Friday	FMgt 137, FMgt 11, FMgt 145n, WTec 141, all lec & lab
MFO 2. Research Services	Conducts Researches	<i>AEPasa</i>	JULY-DECEMBER 2024	Project Tarsier			Green Carbon Inventory Research in Paranas, Samar			In-Country Coordinator Ongoing, Project Leader
		<i>DPPeque</i>	JULY-DECEMBER 2024	"Project Tarsier: A nature based solutions project for climate change, biodiversity and people"		LGU's Climate Change Adaptive Capacity in Climate-Prone and Vulnerable in Eastern Visayas (Phase II)				In-Country Leader Project Leader

	Makes appointments	<i>AEPasa</i>	JULY-DECEMBER 2024						As Project Leader
		<i>DPPeque</i>	JULY-DECEMBER 2024						
		<i>SOBernaldez</i>	JULY-DECEMBER 2024		" CITIZEN-SDSS: Using Citizen Science approaches and Spatial Decision Support Systems to foster nature-based solutions to sustain and expand the remaining forest landscapes of the Philippines"				As Study leader
		<i>RSCome</i>	JULY-DECEMBER 2024	" CITIZEN-SDSS: Using Citizen Science approaches and Spatial Decision Support Systems to foster nature-based solutions to					As Project Leader (Ongoing)

				sustain and expand the remaining forest landscapes of the Philippines"						
MFO 3. Extension Services	ATTENDS training, SEMINAR and workshops	<i>RSCome, HLMondal, TAPatindol, ANPolinar, AEPasa, APBaldos</i>	JULY-DECEMBER 2024							Participant
		<i>DPPeque</i>	JULY-DECEMBER 2024	"Establishment and Maintenance of On-Campus Climate-Smart Upland Agroforestry Farming System"		"Community for Resilience (CORE) Training of Trainers (ToT) on Climate Change Adaptation and Mitigation"		"WoMangrove Warriors Mangrove Rehabilitation"		As Project Leader
MFO 4. Administration Services	Signs appointments, requests, certificates, and etc.	<i>RSCome, HLMondal, ANPolinar, AEPasa, DPeque, TAPatindol, SOBernaldez, APBaldos, KBDoria</i>	JULY-DECEMBER 2024	registration forms for enrollment as course adviser			manuscript outline, transmittal, approval sheet, routing slip			manuscript outline, transmittal, approval sheet, routing slip
		<i>AEPasa, ANPolinar, TAPatindol</i>	JULY-DECEMBER 2024	Dean As Head As Director	Dean As Head As Director	Dean As Head As Director	Dean As Head As Director	Dean As Head As Director	Dean As Head As Director	Reimbursement, Replenishment, Payment Vouchers & PR & PPMP job order Contracts, bills, etc.

	watering of plants.									
	Inventory of trees for cutting/pruning	RMLaurino	JULY-DECEMBER 2024	Inventory and make reports	Bagging, Sorting, Weeding, Watering	Bagging, Sorting, Weeding, Watering	Bagging, Sorting, Weeding, Watering	Bagging, Sorting, Weeding, Watering	Bagging, Sorting, Weeding, Watering	As requested by offices or individual person

Prepared by:

Angelica P. Baldos
ANGELICA P. BALDOS
 Unit Head

PERFORMANCE MONITORING FORM

Name of Employee: RENEZITA S. COME

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	Teaches assigned subjects and performs other teaching related functions such as; prepares and revises teaching materials, prepares and gives examinations, checks test papers and returns to students one week after, submits grades sheets within prescribed period, makes himself available for students consultations during consultation hours, revises course syllabus, and approves manuscripts.	Very Impressive	July 1, 2024	December 2024	December 31, 2024	Very Impressive	Outstanding	Submitted grades on time. Returned corrected manuscripts on time. Entertains the concerns of advisees during enrollment.
2	Makes research proposals, prepares report outputs and submit for publications, and attend seminar/workshops, serves training and workshops.	Very Impressive	July 1, 2024	December 2024	December 31, 2024	Very Impressive	Outstanding	Encouraged to submit more publications

3	Attend meetings and makes letters.	Very Impressive	July 1, 2024	December 2024	December 31, 2024	Very Impressive	Outstanding	Attentively attend meetings
4	Performs other functions such as; member of VSU Academic Council and etc.	Very Impressive	July 1, 2024	December 2024	December 31, 2024	Very Impressive	Outstanding	Able to multitask to maintain productivity

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

**Outstanding, very satisfactory, unsatisfactory, poor

Prepared by:

Angelica P. Baldos
ANGELICA P. BALDOS
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee : Dr. Renezita S. Come
Performance Rating : 4.74 Outstanding

Aim: To improve research and extension performance of the faculty

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

Date: July 2024

Target Date: September 2024

First Step:

Require Dr. Come to conduct research related to silviculture, tree physiology, agroforestry and carbon assessment and sequestration.

Result:

Dr. Come actively wrote project proposals related to agroforestry and other related topics.

Date: October 2024

Target Date: December 2024

Next Step:

Collect sufficient data for the development of scientific articles.


Outcome:

Dr. Come is now drafting an article for possible publication in scientific journals.

Final Step/Recommendation:

Dr. Come may write more research proposal especially on the topic "tree physiology" being her major field of specialization.

Prepared by:


ANGELICA P. BALDOS
Unit Head

Conforme:


RENEZITA S. COME
Ratee



TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

Second Semester AY 2023-2024

Name of faculty: COME, RENEZITA S.

Department: Dept. of Forest Science

College: College of Forestry and Environment

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Numerical	Adjectival	
Fsci 142	FOREST GENETICS AND TREE IMPROVEMENT	LEC	4.00	Very Satisfactory	80.0%
Fory 198n	TECHNICAL REPORT WRITING	LEC	4.00	Very Satisfactory	80.0%
Fory 198n	TECHNICAL REPORT WRITING	LEC	4.00	Very Satisfactory	80.0%
FORY236	PROJECT DEVT & MGT IN AGROFORESTRY	LEC	5.00	Outstanding	100.0%
FORY299	GRADUATE SEMINAR	LEC	5.00	Outstanding	100.0%
FORY236	PROJECT DEVT & MGT IN AGROFORESTRY	LAB	5.00	Outstanding	100.0%
Average Rating			4.50	Outstanding	90.00%

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

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: 11-08-2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: 11-12-2024

Received by:

COME, RENEZITA S.

Name and Signature of Faculty

Date: 11-12-24

Distribution of copies: IEO, College, Department, Faculty (all in original signature)

