

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

Name of Faculty Member: **GINAS AUREA A. VILLAGONZALO**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.9x50% = 2.47	
b. Students (50%)		5x50% = 2.5	
Total for Instruction	100%	4.97	4.9
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%		4.9

EQUIVALENT NUMERICAL RATING: 4.9

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.9

ADJECTIVAL RATING:

**Outstanding**

Prepared by:

**GINAS AUREA A. VILLAGONZALO**

Associate Professor I

Reviewed by:

**MANUEL D. GACUTAN, Jr**

Department Head

Recommending Approval:

**SUZETTE B. LINA**

Dean/Director

Approved:

**ROTACIO S. GRAVOSO**

Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **GINAS AUREA A. VILLAGONZALO**, a faculty member of the **DEPARTMENT OF ANIMAL 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 **January, 2024** to June, 2024.

**GINAS AUREA A. VILLAGONZALO**

Associate Professor I

Date: 24 July 2024

Approved:

**MANUEL D. GACUTAN, JR.**

Department Head

Date: July 24, 2024

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplish-ment	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	A1. Actual Faculty's FTE	Handles subjects/courses assigned	1	0.66	4	4	4	4	
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	1	1	5	5	5	5	
		A3. Number of students advised on thesis/special problem/dissertation:								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation		3	5	5	5	5	
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation	1	1	5	5	5	5	



		<b>A4.</b> Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	1	7	5	5	5	5	
	<b>PI 9:</b> Number of instructional materials developed *	<b>A5.</b> Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof							
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
		<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 Moddle or Google Classroom							
	<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	<b>A9.</b> Actual Faculty's FTE	Handles and teaches courses assigned	15	31.35	5	5	5	5.00	
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	10	5.0	5	5	5.00	
		<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	4	16	5	5	5	5	

		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	2						
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	6	24	5	5	5	5.00	
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	20	5.0	5	5	5.00	
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	16	5	5	5	5	
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic adviser to students	15	45	5	5	5	5.00	
		<b>A17.</b> Number of students advised on thesis/field practice/special problem:								
		As Adviser	Advises and corrects research and thesis/SP manuscript	3	5	5	5	5	5.00	
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	10	10	5	5	5	5	
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	8	8	5	5	5	5.00	
		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	15	169	5	5	5	5.00	
	<b>PI 9:</b> Number of student organizations advised/assisted*	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USOO							
		<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>A 21 :</b> Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof							



		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	3	5	5	5	5.00	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	34	5	5	5	5.00	
		<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 Moddle or Google Classroom							
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<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>A 28.</b> Number of research outputs completed within the year *	Conducts and <b>completes</b> research project <b>within the year</b>							
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29.</b> Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year:	Writes publishable materials out of research outputs and submits for publication							
		In refereed int'l journals								
		In refereed nat'l/regional journals								
	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific for a/conferences							
		In int'l fora/conferences								
		In nat'l/regional fora/conferences								
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	1						
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)								
		<b>A 33.</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							
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							





	Evaluator	Evaluator								
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</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>A 42.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
	<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>									
	<b>PI 8.</b> 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*	<b>A 44.</b> 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							
		<b>A 45.</b> 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	AACUP Area 4 International Linkages and Consortion Incharge (MAgDev and MS Animal Science)							
		On institutional accreditations								
<b>UMFO 6. General Admin. &amp; Support Services (GASS)</b>										



	<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients							
	<b>PI 3:</b> Additional Outputs	<b>A 47.</b> 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							
		<b>A 48.</b> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
<b>Total Over-all Rating</b>									<b>89.00</b>	
<b>Average Rating</b>									<b>4.94</b>	
<b>ADJECTIVAL RATING</b>									<b>Outstanding</b>	

Comments & Recommendations for Development

Purpose:

*Submit research & extension proposals*

Evaluated & Rated by:

**MANUEL D. GACUTAN, JR.**

Department Head

Date:

*July 24, 2024*

Recommending Approval:

**SUZETTE B. LINA**

Dean, CAFS

Date:

*7-25-24*

Approved by:

**ROTACIO S. GRAVOSO**

Vice President for Academic Affairs

Date:

*7-26-24*

Rating Scale: **4.6 -5.0 Outstanding**  
**3.8 - 4.5 Very Satisfactory**

**3.0-3.7 Satisfactory**  
**2.2-2.9 Unsatisfactory**

**2.1 - & below Poor**

### PERFORMANCE MONITORING FORM

Name of Employees: Julius V. Abela, Warren D. Come, Jade Dhapnee Z. Compendio, Manuel D. Gacutan, Jr., Michael Dominic M. Garrido, Ronel B. Geromo, Roy C. Limpangog, Joycee S. Mandia and Ginás Aurea A. Villagonzalo (Faculty).

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	Conduct on-line classes (lec/ lab), give examinations, submit grades and provide assistance to students during consultation	Learning and development of student is achieved	As scheduled in the Academic Calendar	Within the duration of the semester	Within the duration of the semester	Very Impressive	Very Satisfactory	None
2	Manage/supervise animal caretakers and oversee the smooth operation/implementation of various animal project activities	Smooth operation of the animal projects	January-June, 2024	January-June, 2024	January-June, 2024	Very Impressive	Very Satisfactory	None
3	Attend to department/ university meetings (on-line: google / webinar)	Successful meetings/ activities	As scheduled, as the need arise	As scheduled, as the need arise	As scheduled, as the need arise	Impressive	Outstanding	None
4	Prepare instructional materials e.g. online ready courseware, flexible instructional materials, assessment tools and etc..	Online IMs and Modules	As scheduled	As scheduled	As scheduled	Impressive	Outstanding	None

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

\*\* Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

  
**MANUEL D. GACUTAN, Jr.**

Unit Head



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **GINAS AUREA A. VILLAGONZALO**

Performance Rating: **OUTSTANDING**

Aim: To further improve teaching strategies to capture the students' attentiveness and interest on the subject matter presented during classes.

Proposed Interventions to Improve Performance:

Date: January 2024

Target Date: June 2024

First Step: 1) Utilization of various technology options.  
2) Consider new learning methods and collaborations with other faculty.  
3) Participation in agricultural webinars and trainings online.

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Result: Students will be able to develop flexibility, vital time management and be an active and responsible learner through participating in class discussions.

Date: July 2024

Target Date: December 2024

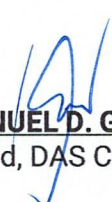
Next Step: 1) Utilization of various technology options, connect to students.  
2) Consider new learning methods and collaborations with other faculty.  
3) Participation in agricultural webinars and trainings online.

Outcome: Update the teaching guide, references of subjects and teaching strategies to be used in classes.

Final Step/Recommendation:

Enhance the learning materials used in the classes, and collaborate other departments/ agencies for possible research and extension capabilities.

Prepared by:

  
**MANUEL D. GACUTAN, Jr.**  
Head, DAS CAFS

Conforme:

  
**GINAS AUREA A. VILLAGONZALO**

Name of Ratee Faculty/Staff



**TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING**

First Semester SY 2023-2024

Name of faculty: VILLAGONZALO, GINAS AUREA A.

Department: Dept. of Animal Science

College: College of Agriculture & Food Sciences

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Num.	Adjec.	
ANSC305	MAMMALIAN PHYSIOLOGY	LEC	5.00	Outstanding	100.0%
Average Rating			5.00	Outstanding	100.00%

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

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: May 02, 2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: May 02, 2024

Received by:

VILLAGONZALO, GINAS AUREA A.

Name and Signature of Faculty

Date: May 28 2024

Distribution of copies: ODIE, College, Department, Faculty