

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: HONEYLENE V. ONGY

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
Head/Dean (50%)		4.91x50% = 2.45	
Students (50%)		4.50x50% = 2.25	
Total for Instruction	70%	4.906	3.434
2. Research			
Client/Dir. for Research (50%)			
Dept. Head/Center Director (50%)			
Total for Research	30%	5	1.500
3. Extension			
Client/Dir. For Extension (50%)			
Dept Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%		4.934

EQUIVALENT NUMERICAL RATING: 4.934
 Add: Additional Points, if any: none
 TOTAL NUMERICAL RATING: 4.934

ADJECTIVAL RATING: **OUTSTANDING**


HONEYLENE V. ONGY
 Name of Faculty


ANALYN M. MAZO
 Department Head

Recommending Approval:


MA. THERESA P. LORETO
 Dean/Director

Approved:


BEATRIZ S. BELONIAS
 Vice President

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

I, HONEYLENE V. ONGY, a faculty member of the DEPARTMENT OF BIOLOGICAL SCIENCES 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 2021.

HONEYLENE V. ONGY

Instructor I, DBS

Date: *Sept. 30, 2021*

Approved:

ANALYN M. MAZO

Department Head

Date: *Sept 30, 2021*

MA. THERESA P. LORETO

College Dean

Date: *Oct. 4, 2021*

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	BIOL205	3.91	3.91	5	5	5	5.00	
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	1		5	5	5	5.00	Stephanie R. Villaceran
		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	2		5	5	5	5.00	Previous and current TREC/BIOL205 students consulting on their projects and grades.

	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	1	1	5	5	4	4.67	BIOL205
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	5	5	4	4.67	BIOL205
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	1	5	5	5	5.00	BIOL205
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	2	5	5	5	5.00	BIOL205 (exams, Q and A on students reports and papers)
		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							
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom (TREC2015)	1	1	5	5	5	5.00	BIOL205
	PI 10: Additional outputs:	A 8: Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	1	2	5	5	5	5.00	Lab activity on Vegetation assessment, Pamphlet project on invasive species
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	Ecol21 lec and lab, MarB 18 lec and lab, Ecol21n lab	20.25	20.25	5	4	5	4.67	Ecol21 lec and lab, MarB 18 lec and lab, Ecol21n lab
		A10: Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	3	5	5	5	5.00	Ecol 21n lec and lab, MarB 18 lec and lab
		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	4	6	5	5	5	5.00	BIOL205 (1 student), Botn122 (2 students), Biotechnology (3 students)
		A12: Number of trainings attended related to instruction	Attend mandated trainings	2	5	5	5	5	5.00	Wildlife Trafficking; Basic Taxonomy; 32nd Joint VICARP and RRDEN Regional RDE Symposium;

		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	4	5	5	4	4.67	Midterm and Final Exams for Ecol 21n lec and lab, MarB 18 lec and lab
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	21	5	5	4	4.67	Quizzes/ Learning Tasks for Ecol 21n lec and lab, MarB 18 lec and lab
		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	18	5	5	4	4.67	Lab reports for Ecol 21n lec and lab, MarB 18 lec and lab
	PI 8: Number of students advised: *	A16 . Number of students advised:	<i>Acts as academic adviser to students</i>	1	2	5	5	5	5.00	Marc Guillen; Jezrel Gloria
		A17 . Number of students advised on thesis/ field practice/special problem:		1	1	5	5	5	5.00	Jezrel Gloria
		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript							
		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript	2	4	5	5	5	5.00	Tristan Dayot; Jeremiah Laude; Meljean Roxas; Mary Grace Gopio;
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	3	15	5	5	5	5.00	Entertain inquiries of students under my subjects (Ecol 21n, MarB 18, BIOL 205) Advises my thesis
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO							
		A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student							
	PI 10: Number of instructional materials developed *	A 21 : 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>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	1	2	5	5	4	4.67	Lab manual for Ecol 21n and MarB 18

		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments	1	15	5	5	5	5.00	Created and updated powerpoint presentations, Provided links to video clips, and gave reading assignments for Ecol 21n lec and lab and MarB 18 lec and lab
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	25	5	5	5	5.00	Long Exams and quizzes/ assessments and assignments/ learning tasks for Ecol 21n lec and lab
		A 23 : Number of on-line course were reviewed by TRP & edited by MMDC editor	Submits the course were duly reviewed by TRP for editing by MMDC editor							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using Google Classroom for MarB18 and Ecol21 class	1	2	5	5	5	5.00	Ecol 21n and MarB 18 (lec and lab combined in 1 classroom for Ecol 21n and MarB 18)
	PI 11. Additional outputs	A 25. 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							
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	1	17	5	5	5	5.00	All laboratory activities and learning tasks given for Ecol 21n and MarB 18 were designed were students can perform it on their own and within their place/ house.
UMFO 3 . RESEARCH SERVICES										
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A27. 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							
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Assessment and Monitoring Of Pelagic Algae in VSU Water Resources	1	1	5	5	5	5.00	Assessment and Monitoring Of Pelagic Algae in VSU Water Resources

	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. 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							
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>								
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific for a/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>		1	2	5	5	5	5.00	and biological characteristics of Visayas State University (VSU) water resources during the 9th ACES; VSU Water Resources during 32nd Joint VICARP and RRDEN Regional RDE Symposium
	PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by								
		A 33. 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							

		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
UMFO 4. EXTENSION SERVICES										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 36. 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							
	PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implements duly approved extension projects							
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	A 39. 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							
	PI 5. Number of technical/expert services	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	<i>Research Mentoring</i>	<i>Research Mentor</i>								
	<i>Peer reviewers/Panelists</i>	<i>Peer reviewers/Panelists</i>								
	<i>Resource Persons</i>	<i>Resource Persons</i>								

[illegible]

UMFO 6. General Admin. & Support Services										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint					
	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							
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
Total Over-all Rating								132.67		
Average Rating								4.91		
Adjectival Rating								Outstanding		
Comments & Recommendations for Development Purpose: More involvement in research to publish more										

Evaluated & Rated by:

ANALYN M. MAZO
 ANALYN M. MAZO
 Department Head
 Date: *Sept 30, 2021*

Recommending Approval

MA. THERESA P. LORETO
 MA. THERESA P. LORETO
 Dean, CAS
 Date: *Oct. 4, 2021*

Approved by:

BEATRIZ S. BELONIAS
 BEATRIZ S. BELONIAS
 Vice President for Academic Affairs
 Date: *Oct-12, 2021*

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Honeylene V. Ongy

Performance Rating: Outstanding

Aim: To conduct resaerch

Proposed Interventions to Improve Performance: To conduct research

Date: ___Jan 2021 Target Date: August 2021

First Step:

Make proposal or collaborations

Result:

Collaborated with CFES

Date: _____July_____ Target Date: _September-December_____

Next Step:


To be involved in the CFES led project

Outcome:

To submit proposal

Final Step/Recommendation:

Prepared by:


ANALYN M. MAZO
Unit Head

Conforme:


HONEYLENE V. ONGY