SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Feliciano L. Sinon, Jr. (Instructor I)

Program Involvement	Percentage	Numerical	Equivalent
	Weight of	Rating (Rating	Numerical
	Involvement	x %)	Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)	47.5%	4.94	2.35
b. Students (50%)	47.5%	4.25	2.02
Total for Instruction	95.0%		4.36
2. Research			
a. Client/Dir. for Research (50%)	0.0%		0.00
b. Dept. Head /Center Director (50%)	0.070		0.00
Total for Research	0.0%		0.00
3. Extension			
a. Client/Dir. for Research (50%)	0.0%		0.00
b. Dept. Head /Center Director (50%)	0.076		0.00
Total for Extension	0.0%		0.00
4. Administration	5.0%	4.96	0.25
5. Production	0.0%	0.00	0.00
TOTAL	100.0%		4.61

EQUIVALENT NUMERICAL RATING: Add: Additional Points, if any:	4.61	
TOTAL NUMERICAL RATING:	4.61	
ADJECTIVAL RATING:	Outstanding	
Prepared by:		Reviewed by:
FELICIANO L. SINON, JR. Name of Faculty		ARTHUR IT: TAMBONG, FPSAE Department Head

Approved by:

Recommending Apprøval:

BEATRIZ \$. BELONIAS, PhD.

VP for Instruction

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ADJECTIVAL RATING

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Visayas State University

College of Engineering Department of Agricultural Engineering

Visca, Baybay City 6521, Leyte, Philippines

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, <u>FELICIANO L. SINON JR.</u> , Faculty of the Department of Agricultural Engineering, commits to deliver and agree to be n	ated on the attair	ment of the following accomplish	monte in
accordance with the indicated measures for the period July to December, 2018.	/) Tone of the following accomplish	Hellis III

FELICIANO L. SINON JR.

Instructor I

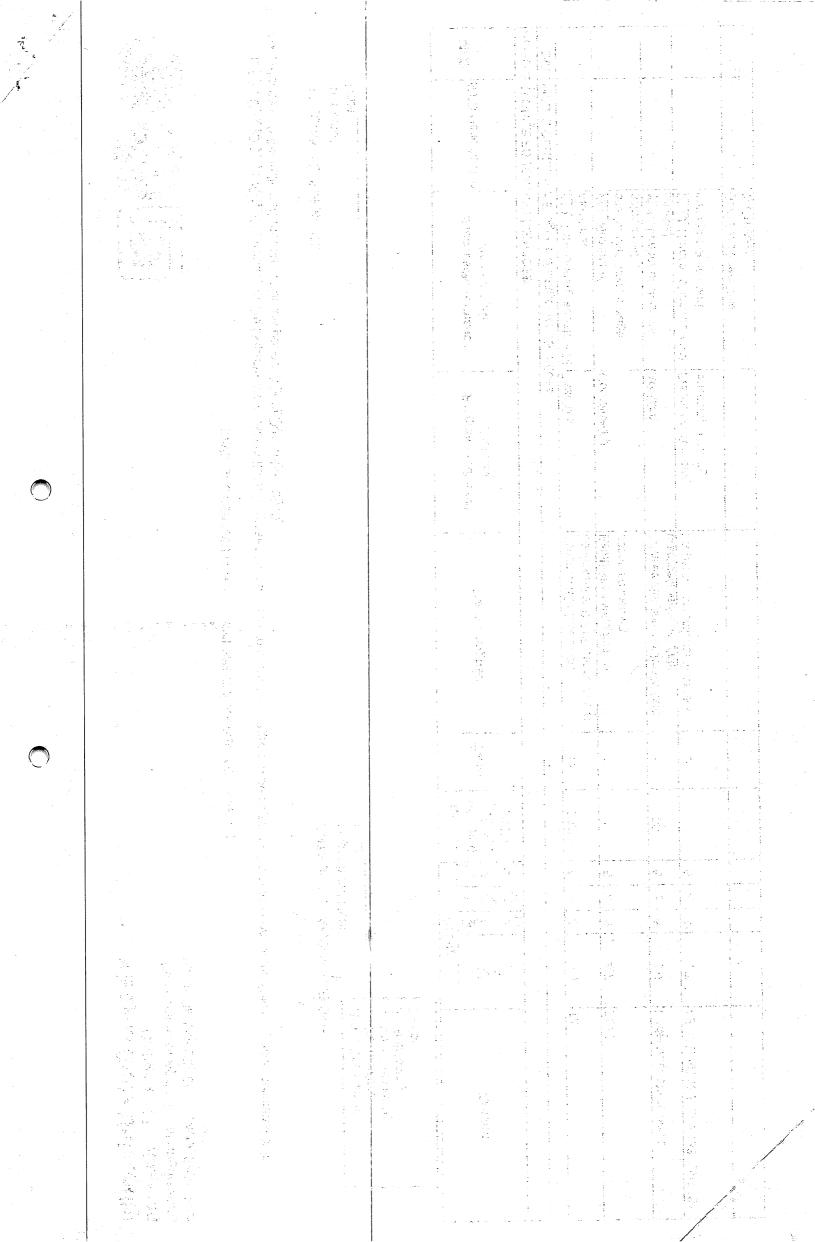
ARTHUR IT. TAMBONG, FPSAE

Department Head

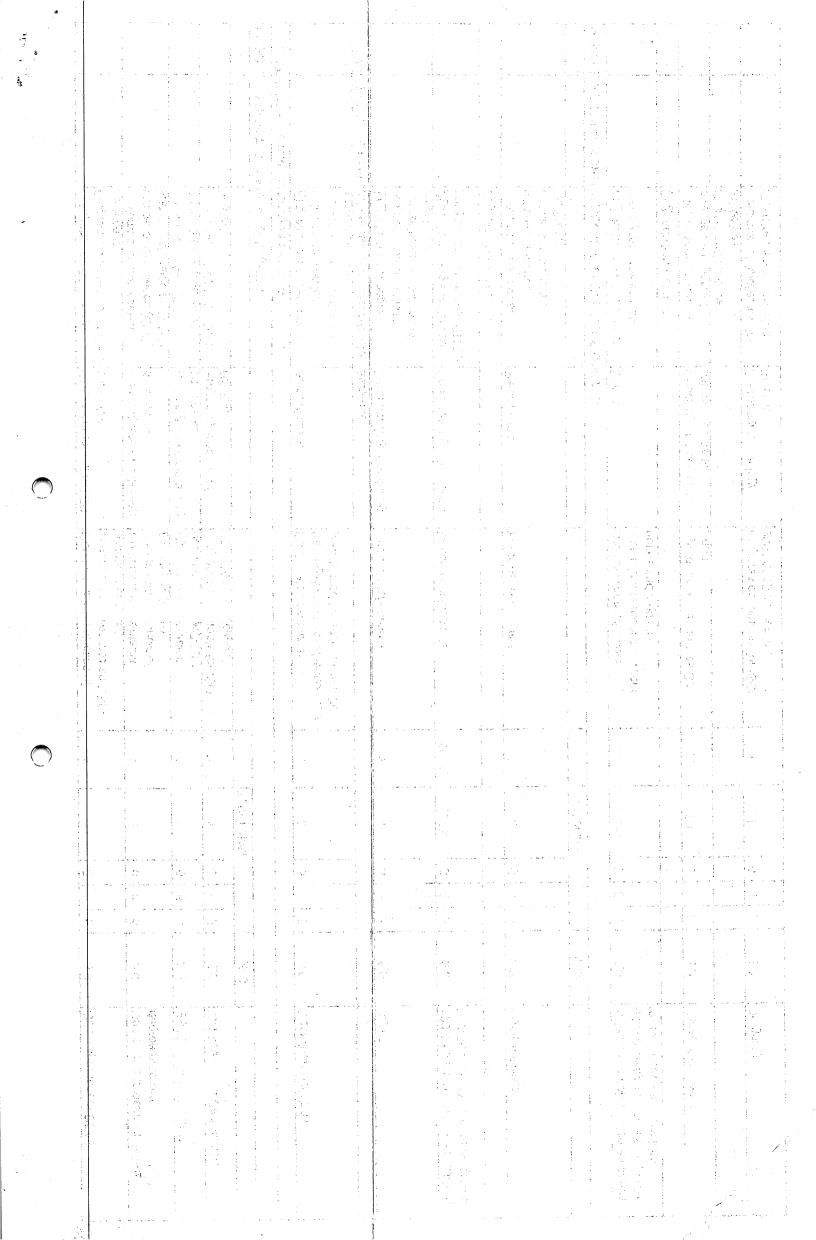
Date:

- Rating Equivalents: 5 Outstanding 4 Very Satisfactory 3 Satisfactory 2 Fair

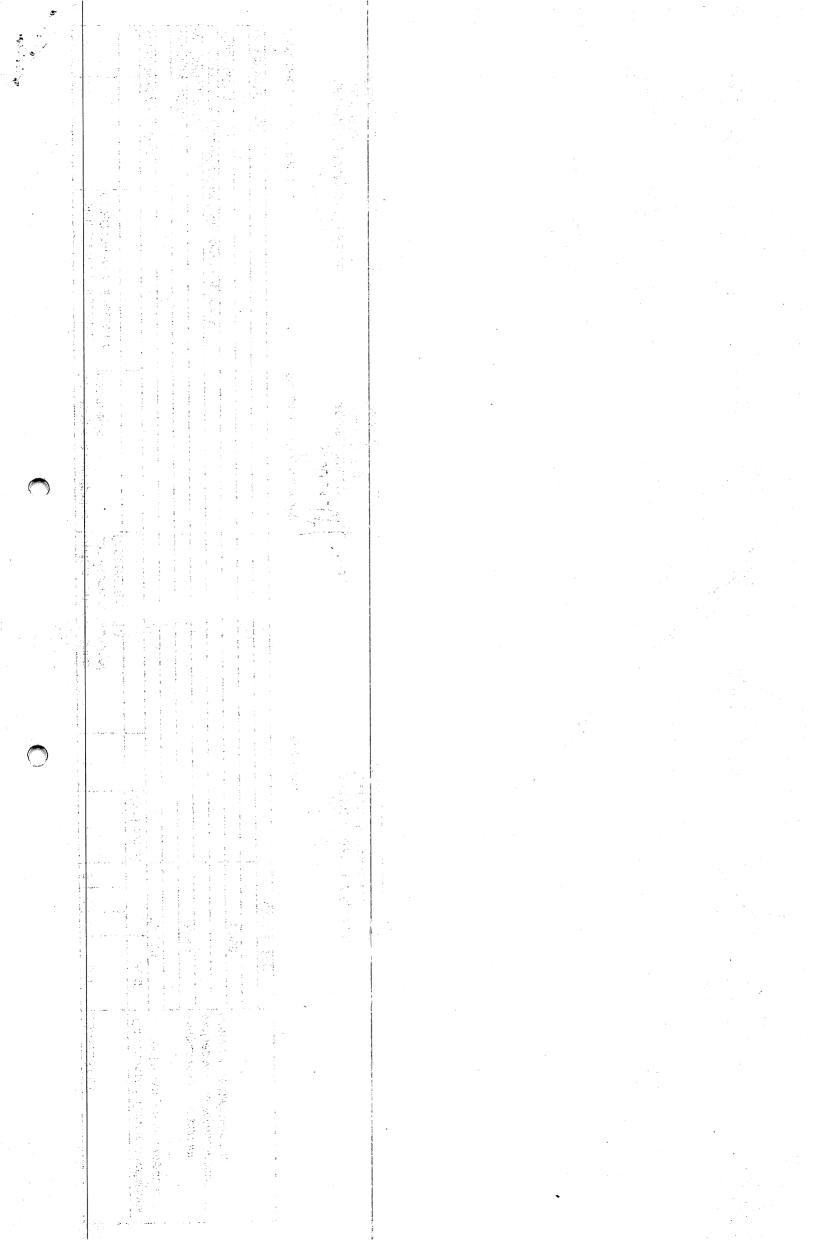
		MFO Descrip-tion		Program/Activities/ Projects Tasks Assigned		Accom-				ting		
	MFO No.				Tasks Assigned	Target	plishmnt (Jul-Dec 2018)	Quality	Efficiency	Timeliness	Average	Remark
U	IFO 2	. HIGHER EDUCAT	ION SERVICES				Manager of Control of					
	OVPI		n Program Management Servi						-			
			<u>PI 1</u> . Total Undergraduate FTE monitored		Teaches BSAE subjects equivalent to 8 FTE per semester	18	30.20	5	5	5	5.0	TL
			PI 7. Number of academe/industry linkage established		Establishes linkage/s with academe/industry	1	1	5	4	5	4.7	PSAE
			advised		Advises students on thesis/ field practice/special problem	20	30	5	5	5	5.0	Undergraduate students
		1	The state of the s	Preparing/ Revising/ Encoding/ Printing	Prepares instructional materials	2	4	5	4	5	4.7	AE 162, AE 135, Esci 133, Esci 131
		1	Best Practices/New Initiatives:									



Number of BS Degree OBE-alignment of old BS Conducts initial activities of OBE-alignment of BSAE 5 5 5 5.0 Programs maintained for OBE-curriculum curriculum revision into an OBEalignment aligned curriculum Number of maintained Updating and maintaining Updates and maintains 1 5 5 5 5.0 Center of Excellence in BSAF Center of Excellence (COE) documents documents re Center of degree program status designated by CHED Excellence (COE) Number of AACCUP Updating and maintaining Updates and maintains 1 1 5 5 5 5.0 BSAE Level III Phase 2 Accreditation maintained documents documents re AACCUP Preparing/ Encoding/ Number of ISO 9001:2015 Prepares documents for ISO 5 1 1 5 5 5.0 ISO 9001:2015 Certification 9001:2015 application applied Printing Total points: 39.3 UMFO 5. SUPPORT TO OPERATIONS (STO) **OVPI MFO 3. Faculty Evaluation Services** PI 1. Number of seminars/ As participant Participates seminars/ 5 5 5 5.0 2 seminars/trainings trainings/conventions/ trainings/conventions/ workshops coordinated for entire university workshops coordinated for entire university **OVPI MFO 4. Program and Institutional Accreditation Services** PI 1. Number of degree Documenting/ Monitoring Documents/Monitors 5 5 5 5.0 BSAE programs which passed accreditation/evaluation at least Level I PI 3. Percentage of degree Documenting/ Monitoring Documents/Monitors 100% 100% 5 5 5.0 100% complied with CHED (BSAE. program compliant with CHED BSABE & MSAE degree programs) PI 4. Additional outputs Number of activities Participating Participates activities 2 2 5 4 5 4.7 **PSAE** activities organized/attended/ assisted/participated/ facilitated Total points: 19.7 **UMFO 6. GENERAL ADMINISTRATION & SUPPORT SERVICES** Served clients with courtesy: PI 1. Efficient and customer-100% Service 100% 5 5 5 5.0 100% no complaint; Served clients friendly frontline service immediate response to client with courtesy; immediate response needs and inquiries to client needs and inquiries PI 2. Additional outputs Number of documents Checking and action to Approves documents as OIC 10 20 5 5 5 5.0 Varied documents attended and served official documents Head Best Practices/New Initiatives: Number of Application for Preparing/ Encoding/ Prepares documents for ISO 1 5 5 5 1 5.0 On-going ISO (Prepared) - on-going 9001:2015 application Printing



<u> </u>			To 1	1.1	******						
		Number of Application for CHED Center of Excellence	Updating and maintaining documents	Updates and maintains documents re Center of Excellence (COE)	1	1	5	5	5	5.0	BSAE/BSABE
						Total point	s:		-	20.0	Comments & Recommendations
Total O	er-all Rating								79.	000	for Development Purpose:
Average	Rating										
	al points:						-		4.9	38	Analyze results of student evaluations and act accordingly for
Appr	oved additional poin	ts (with copy of approval) :					+				
Final Ra	ting					***********	 		4.9	38	performance improvement.
Adjostiv	al Rating]
Aujecuv	al Rating					····		С)utsta	anding	
(ARTHUR IT: TAME Head, DAE Date:	ONG, FPSAE	Recommending Approval: ROBERTO 6. GUART Dean, CoEng Date:	F, Ph.D.		VIRIZ S. BE Pres. for In			Ph.D).	









Visayas State University College of Engineering

Department of Agricultural Engineering Visca, Baybay City 6521, Leyte, Philippines

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Engr. Feliciano L. Sinon, Jr.

Performance rating: 4.938 (Outstanding)

Aim: Engr. Sinon as an effective ABE instructor in the Farm Machinery specialization

Proposed Interventions to Improve Performance:

Engr. Sinon will be developed to become good faculty in the Farm Machinery specialization.

Date: January 2018

Target Date: June 2018

First Step

 Engr. Sinon will be assigned to make new OBE-compliant syllabi in the Farm Machinery courses in preparation for the next semester following CMO 94, series of 2017 (Policies, Standards and guidelines for BS Agricultural and Biosystems Engineering).

Results:

· Completed first draft of the syllabi

Date: July 2018

Target Date: December 2018

Next Step:

Revision and improvement of the syllabus draft as corrected by the DAE Head.

Outcomes:

Improved syllabi compliant to OBE

Date: December 2018

Target Date: June 2019

Final step/Recommendations:

• Evaluate the improved syllabi based on its past semester's utilization and effectiveness for Continuous Quality Improvement (CQI).

Prepared by:

ARTHUR IT. TAMBONG, FPSAE

Conforme:

FELICIANO L. SINON, JR

Instructor

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