SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Engr. Rex R. Doñoz

Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.43	
b. Students (50%)		1.90	
TOTAL for Instruction	95%	4.33	4.11
2. Research	0%	0.00	0.00
3. Extension	0%	0.00	0.00
4. Administration & Support to Operation	5%	5.00	0.25
5. Production	0%	0.00	0.00
TOTAL			4.36

*Instructor I - January 1, 2023 to June 30, 2023

EQUIVALENT NUMERICAL RATING: 4.36
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: 4.36

ADJECTIVAL RATING: Very Satisfactory

Prepared by:

REX R. DOÑOZ
Instructor I

Recommending Approval:

JANNET C. BENCURE
Head, DGE & Dean, CET

Approved:

BEATRIZ S. BELONIAS
VP for Academic Affairs

DEPARTMENT OF GEODETIC ENGINEERING

VISAYAS STATE UNIVERSITY

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"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, REX R. DOÑOZ, a faculty member of the DEPARTMENT OF GEODETIC ENGINEERING commit to the deliver and agree to be rated on the attainment of the following targets with accomplishments in accordance with the indicated measures for the period **January 2023 - June 2023**.

Approved:

REX R. DOÑOZ
Instructor I
Date:

JANNET C. BENCURE
DGE Head & CET Dean
Date:

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned							
	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							
		A4 *. Number of students entertained for consultation purposes*	*Entertains students seeking consultation with faculty*							
	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*							
		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.*							
		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 Moddle or Google Classroom*							

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							

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	40	36.1	5	5	4	4.67	First Semester 22-23 (ESci110, GEng111 Lab) Second Semester 22-23 (ESci131n, ESci112, GEng111 Lab,GEng 146)
	A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	8	7	5	5	4	4.67	First Semester 22-23 (3 - ESci110) Second Semester 22-23 (3 - ESci131n, 1 - ESci112)
	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		12	5	5	5	5.00	
	A12 . Number of trainings attended related to instruction	Attend mandated trainings	2	1	4	4	5	4.33	OBE CQI Training,
	A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	8	23	5	5	5	5.00	First Semester 22-23 (9 - ESci110) Second Semester 22-23 (9 - ESci131n, 4 - ESci112, 1 - GEng 146)
	A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	51	5	5	5	5.00	First Semester 22-23 (6 - ESci110, 4 - GEng111 Lab) Second Semester 22-23 (24 - ESci131n,12 - ESci112, 5 - GEng111 Lab)

	A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	8	8	5	5	5	5.00	First Semester 22-23 (3 - GEng111 Lab) Second Semester 22-23 (5 - GEng111 Lab)
PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	30	30	5	5	5	5.00	
	A17. Number of students advised on thesis/ field practice/special problem:		2	8	5	5	5	5.00	Special Study (Baysa, Quitan, Recilla, Tiongco) OJT (Alonso, Ando, Lumagod, Recilla)
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	2	3	5	5	5	5.00	Jumawan, Ramilla, Giva
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript		4	5	5	5	5.00	Bation, Bendijo, Ordiz, Velmonte
	A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	30	80	5	5	5	5.00	
PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advises student organizations recognized by USOO		1	5	5	5	5.00	DOST-SS
	A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities		1	5	5	5	5.00	GEP-VSUSC Quiz Show
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							
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	0					
	Flexible instructional materials		1						

				10	6	4	4	4	4.00	Second Semester 22-23 (6 - ESci131n)
		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.	8	38	5	5	5	5.00	Long Exams - 8 Quizzes - 30
		A 23 : 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 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	0					
	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	1	0					
		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							
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 *	Conducts and completes research oroject within the year							
	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							
		In refereed int'l journals								
		In refereed nat'l/regional journals								
	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 scienfic for a/conferences							
		In int'l fora/conferences								
		In nat'l/regional fora/conferences								
	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 faculty or student w/ faculty)								
		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	Implementes 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								
	Research Mentoring	Research Mentor									
	Peer reviewers/Panelists	Peer reviewers/Panelists									
	Resource Persons	Resource Persons									

	Convenor/Organizer	*Convenor/Organizer*								
	Consultancy	*Consultant*								
	Evaluator	*Evaluator*								
	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								
	PI 11. Additional outputs *	**A 42**. No. of extension-related awards (extn. conducted by faculty or student & faculty) *									
		A 43.Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
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 theQMS 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								
		A 45. 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									
		On institutional accreditations									
		Additional Outputs									
		Number of Minutes of the Meetings and Proceedings prepared									

						7	5	5	5	5.00	Regular Meeting - 6 Special Meeting - 1
		Number of regular, special and committee meetings attended	As a faculty member			7	5	5	5	5.00	Regular Meeting - 6 Special Meeting - 1
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								
	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 performfing 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									82.67	
	Average Rating									4.86	
	Adjectival Rating									O	

Average Rating (Total Over-all rating divided by 4)		82.67	
Additional Points:			
Approved Additional points (with copy of Approval)			
FINAL RATING		82.67	
ADJECTIVAL RATING		OUTSTANDING	

Comments and Recommendations for Development Purposes:

(~~Complete / freus~~)

Give your MS study a priority

Evaluated & Rated by:

JANNET C. BENCURE
DGE Head and CET Dean
Date:

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date:

1 - Quality　　　　2 - Efficiency　　　　3 - Timeliness　　　　4 - Average

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **Engr. Rex R. Doñoz**

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	Teach professional/basic courses/subjects (GEng 111, ESci 112 and ESci 131n)	Assessment and students' grade per course taught	February 2023	June 2023	July 2023	impressive	Outstanding	
2	Assist students through advising and consultation	Improved student performance	February 2023	June 2023	July 2023	impressive	Outstanding	
3	Develop/revise syllabus and instructional materials	OBE Syllabus approved by the Dept. Review Committee and verified by the Dean and IMD Head	February 2023	March 2023	March 2023	impressive	Very Satisfactory	
		On-line course ware developed and submitted	February 2023	June 2023	July 2023	impressive	Outstanding	Has uploaded supplemental materials like lab exercise and videos in VSUEE
4	Assess students and submit grades to measure students' performance	Assessment and Grades submitted to registrar	February 2023	June 2023	July 2023	impressive	Outstanding	Submitted grades online and hard copy

5	Participate in all activities conducted by the department, college and the university	CET Strategic Planning and RDE Agenda Setting Workshop 2023 Seminar-workshop on TOS Preparation and Tips on Making Examination in VSUEE Celebration of CET Week 2023 Training on UAV Operation	January-June 2023	January-June 2023	January-June 2023	impressive	Outstanding	Participated in all activities conducted by the department, college and the university
6	Perform other functions assign by the head, dean and the university	Chair, Student Discipline and Grievance Committee Chair, Social, Cultural and Sports Committee Chair, Survey Camp Coordinator Member, Disaster Risk	February-December 2023	February-December 2023	February-December 2023	impressive	Outstanding	

		Response Committee Member, Disaster Response Team						

* Either very impressive, impressive, needs improvement, poor, very poor
** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

JANNET C. BENCURE
Head

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **Rex R. Doñoz**
Performance Rating: _____

Aim: Engr. Doñoz as an effective and efficient implementor of the new OBEdized four (4) year degree program in Bachelor of Science in Geodetic Engineering (BSGE) as provided for in the new CMO 89, s. of 2017 and the department's RDEI Agenda in his field of specialization.

Proposed Interventions to Improve Performance:
Date: January 2023   Target Date: June 2023

First Step:

Orientation on the Outcomes-Based Education principles, provisions of the new Policies, Standards, and Guidelines in offering the new BSGE curriculum as provided for in CMO 89, s. 2017 will be given. Likewise, he should attend training, conferences, and conventions to strengthen his competencies and qualifications.

Next Step:

Re-orientation on the Outcomes-Based Education principles, provisions of the new typical Policies, Standards, and Guidelines in offering the new BSGE curriculum as provided for in CMO 89, s. 2017 will be given. He should likewise adopt the latest teaching strategies for the new typical scheme. Attend trainings, conferences, and conventions to strengthen his competencies and qualifications.

Outcome:

Finalize and submit instructional materials such as the Outcomes-Based (OBE) Teaching and Learning (OBTL) Syllabus. The department's instruction, research, and extension activities will be implemented through attending virtual classes, training, seminars, and conferences. Likewise, the faculty will implement OBE in all his subjects.

Final Step/Recommendation:

The faculty member should complete his MS degree.

Prepared by:

JANNET C. BENCURE
Head, Dept. of Geodetic Engineering

Conforme:

REX R. DOÑOZ
Name of Ratee Faculty