

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: ANALYN M. MAZO

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2 x 3)
1. Instruction			
a. Dean (50%)		2.5	1.25
b. Students (50%)		2.5	1.25
TOTAL for Instruction	50%		
2. Research	30%		1.5
3. Administration	20%		0.998
TOTAL RATING			4.998

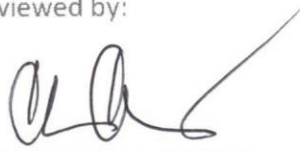
EQUIVALENT NUMERICAL RATING: 4.99
Add: Additional Points, if any:
TOTAL NUMERICAL RATING 4.99

ADJECTIVAL RATING: OUTSTANDING

Prepared by:


ANALYN M. MAZO
Name of Faculty

Reviewed by:


CANDELARIO L. CALIBO
Dean

Approved:


EDGARDO E. TULIN
President

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

I, ANALYN M. MAZO, DBS head, commits to deliver and agree to be rated on the attainment of the following targets/accomplishments in accordance with the indicated measures for the period January to June, 2017.


ANALYN M. MAZO
Asst. Prof., DBS
Date:


CANDELARIO L. CALIBO
Dean
Date:

MFO No.	MFO Description	Success/Performance Indicator (PI)	Task Assigned	Target	Actual Accomplishment	Rating				Remark
						Quality	Efficiency	Timeliness	Average	
UMFO 1: Advanced Education Services										
DBS MFO 1. Graduate Degree Program										
	PI 1: Number of graduate degree specializations offered and monitored			1	2	5	5	5	5	Offers major subjects for Master in Education major in Biological Sciences & TREC (team teach)
	PI 2: Total FTE monitored		SAC, BSB, JGB & RMRM							
	PI 4: Other accomplishments									
	Number of proposed graduate degree program		Spearheaded the development & revisions of the proposal to offer MS Biology	1	1	5	5	5	5	Proposed MS Biology with majors in Botany & Marine Biology. Such proposal has been reviewed and approved by Graduate Curriculum Committee, Graduate Faculty, & University Curriculum Committee
DBS MFO 2. Graduate Student										
	PI 1: Number of graduate students advised		AMM & Faculty	1	3	5	5	5	5	Advised graduate students for their thesis and as academic adviser (GAC)
UMFO 2. Higher Education Services										
DBS MFO 1. Curriculum Program										
	PI 1: Total FTE monitored									
	PI 2: Number of curricular program compliant to CMO, approved and offered		Makes sure that the program offered conforms with CHED	1	1	5	5	5	5	BS Biology was revised to comply with CMO. A new proposal is cooked for the the curriculum to be compliant to the newly released CMO
	PI 3: Average passing percentage in licensure examinations in mandated programs		NA							

	PI 8: Number of students advised for their academic and thesis concerns	Served as academic adviser and thesis adviser, chairman & member	10	15	✓	✓	✓	✓	✓	Advised the organization of BS Bio students revised presentations and laboratory manual in invertebrate biology; revised presentation in Biol 200
	PI 9: Number of student organizations advised	EKS & ARF								
	PI 10: Number of instructional materials developed/revised	revise instructional materials used	5	10	✓	✓	✓	✓	✓	revised the syllabus to be OBE compliant
	PI 11: Number of OBE compliant syllabus prepared	Make sure that the subject taught has OBE compliant syllabus	1	1	✓	✓	✓	✓	✓	
	PI 12: Additional outputs									
	Number of trainings/seminar/workshop attended	Attend trainings/workshops/seminar necessary to improve instruction delivery	1	2	✓	✓	✓	✓	✓	Attended workshop on making OBE syllabus, strategic planning and preparation of documents for AACUP evaluation
DBS MFO 3. RESEARCH										
	PI 2: Number of research outputs presented in local/regional/national/international fora/conferences <i>international fora/conferences institutional fora/conferences</i>	Present research output during R&D in-house review	1	1	✓	✓	✓	✓	✓	
	PI 3: Number of research project/study conducted and/or completed on schedule	Conduct research	5	5	✓	✓	✓	✓	✓	Project Leader: Conservation and Utilization of Marine Resources in Camotes and Cuatro Islands Fund Source: CHED DARE TO Study Leader: 1. Mangroves of Camotes and Cuatro Islands 2. Assessment and Utilization Marine Products in Camotes and Cuatro Islands; Leader: Benthic Macroinvertebrates in Major River Systems in Leyte; Benthic Macroinvertebrates in VSU Water Resources, Daubau, Leyte
	PI 4: Number of research proposals submitted	Submit proposal for funding	1	1	✓	✓	✓	✓	✓	Made part of the proposal submitted and funded by CHED
	PI 5: Number of research proposals approved		1	1	✓	✓	✓	✓	✓	
	PI 7: Amount of money generated from outside VSU	Part of the project funded by CHED	10M	10M	✓	✓	✓	✓	✓	
	PI 8: Amount of money generated from institutional funding	Has 2 studies as part of the VSU funded projects	300,000	300,000	✓	✓	✓	✓	✓	
DBS MFO 4. Extension services										
	PI 1: Number of technical/expert services rendered	provide extension services to clients	3	4	✓	✓	✓	✓	✓	Identified invertebrate samples of students from other universities; Conduct assessment of mangrove resources in Abuyog as requested by the LGU

DBS MFO 5. Support to operation									
OVPI MFO 1 Faculty Development Services									
	PI 1. Number of faculty pursuing advanced degree program	Made the faculty development plan in consultation with the faculty members	2	2					
	OVPI MFO 2 Faculty Recruiting/Hiring Services								
	PI 1: Number of new faculty recommended for hiring aligned with ISO standards	Made requests to hire new faculty members	3	3					
	OVPI MFO 3 Faculty Evaluation Services								
	PI 2: Percentage of Faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	have classes evaluated by the students	80%	100%					Latest evaluation of subjects taught shows 100 % are rated outstanding
	OVPI MFO 4 Program and institutional Accreditation Services								
	PI 1: Number of degree programs which passed accreditation/evaluation at least Level 1	Facilitated the accreditation of the BS Biology Program	1	1					BS Bio Program is scheduled for Level III Phase 2 accreditation
	PI 2: Percentage of degree program compliant with CHED	AMM & Faculty	100%	100%					
	PI 3: Percent of documents gathered and compiled for level III Phase II Accreditation of BS Bio Program	Facilitated the collection of documents for AACUP	50%	50%					
	PI 4: % accomplished Narrative Profile for Level III Phase 2 AACUP accreditation of BS Bio Program	Facilitated and reviewed the narrative profile before submission to QAC	50%	50%					
DBS MFO 6: General Administration and Support									
	PI 1: Zero complaints from clients	provide quality service to clients	100%	100%					
	PI 2: Additional outputs								
	Number of management meetings attended	Attend various meetings called by the administration/dean's office and other units	5.0	>10					
	Number of management meetings conducted	Conduct monthly meetings in the home department	6	6					
	Number of recommendations made for the approval of the administration to enhance the unit's capabilities and better improve its services	recommend faculty members to attend trainings/workshops or obtain scholarships	5	>10					
	Number of requests made for approval by the administration to address some academic/office concerns	made requests for hiring additional faculty and staff	5	>5					
	Number of Purchase requests made for materials/equipment needed for smooth laboratory and office operation	facilitate the making of purchase requests	5	>10					

Number of job/letter requests made for the lecture/laboratory rooms and office maintenance		facilitate the repair and maintenance of facilities/equipment		3	5				
Total Over-all Rating								140	
Average Rating								5.0	
Adjectival Rating								Pending	

Received by:

TERESITA L. QUINANOLA
TERESITA L. QUINANOLA
PRPEO

Calibrated by:

for *QC* *Dec 17*
REMBERTO A. PATINDOL
PMT Chair

Recommending Approval:

Bea
BEATRIZ S. BELONIAS
VP for Instruction

Approved:

Edgardo E. Tulin
EDGARDO E. TULIN
President