

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: FLORA MIA Y. DUATIN
Position/Designation: Associate Professor III, NARC

Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x%)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction	25%		
a. Head/Dean (50%)		5.00	0.625
b. Students (50%)		4.25 5.00 1/2	0.531 0.625 1/2
TOTAL for Instruction			1.156
2. Research	45%	4.67	2.102
3. Extension	30%	4.33	1.299
TOTAL	100%		4.557 4.651 1/2

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

ADJECTIVAL RATING:

4.557 4.651 1/2


4.557 4.651 1/2

OUTSTANDING

Prepared by:


FLORA MIA Y. DUATIN
Name of Staff


Reviewed by:


ROBELYN T. PIAMONTE
Director, NARC

Recommending Approved:


ROBELYN T. PIAMONTE
Director, NARC

Approved:


MARIA JULIET C. CENIZA
Vice-President for Research, Extension and Innovation

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, FLORA MIA Y. DUATIN, a faculty member of the DEPARTMENT OF PEST MANAGEMENT commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January to June 2022.

FLORA MIA Y. DUATIN

Assoc. Prof.

Date: 6/24/22

Approved:

ELVIRA L. OCLARIT

Department Head

Date: 6/24/22

VICTOR B. ASIO

College Dean

Date: Aug 5, 2022

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and
							Quality	Efficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES											
OVPI MFO 2. Graduate Student Management											
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned	1	1.25	5	5	5	5		
	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		1	5	5	5	5	
		AS GAC Member		Advises and corrects research outline and thesis/SP/dissertation manuscript		1	5	5	5	5	
		A4 . Number of students entertained for consultation purposes		Entertains students seeking consultation with faculty	1	6	5	5	5	5	
	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						
		On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	5	5	5	5	

		Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	2	5	5	5	5	
		Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets etc	2	4	5	5	5	5	
		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	1	2	5	5	5	5	
		A 7 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom	1	2	5	5	5	5	
	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	5	5	5	5	

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	1	1	5	5	5	5
		A10. Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline	1	2	5	5	5	5
		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	1					
		A12. Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings		1	5	5	5	5
		A13. Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught						
		A14. Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab		4	5	5	5	5
		A15. Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required		2	5	5	5	5

	PI 8: Number of students advised: *	A16. Number of students advised:		<i>Acts as academic adviser to students</i>	1	7	5	5	5	5	
		A17. Number of students advised on thesis/ field practice/special problem:			1	2	5	5	5	5	
		As SRC Chairman	Advising/correction	Advises, and corrects <u>research outline</u> and thesis/SP manuscript	1	2	5	5	5	5	
		As SRC Member	Advising/correction	Advises and corrects research outline and thesis/SP manuscript	1	2	5	5	5	5	
		A18. Number of students entertained for consultation purposes		Entertains students consulting on subject taught, thesis and grades	1						
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised		<i>Advises student organizations recognized by USSO</i>							
		A20. Number of Student organizations assisted on student related activities		<i>Assists student organizations in implementing student related activities</i>							

	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>		2	5	5	5	5	
		Supplemental learning resources		<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>							
		<i>Assessment tools</i>		Prepares assessment tools such as long exam, quizzes, problems sets etc							
		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							

	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		2	5	5	5	5	
		Agency/firm/Industry linkages		Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU		1	5	5	5	5	
		A 26. Other outputs implementing the new normal due to covid 19		Designs experiential learning activities and other outputs to implement new normal	1	1	5	5	5	5	
	Total Over-all Rating						Comments and Recommendations for Development Purposes: <i>congrats! keep it up!</i>				
	Average Rating	5									
	Adjectival Rating	Outstanding									

Evaluated & Rated by:

Elvira L. Oclarit
ELVIRA L. OCLARIT

Department Head

Date: *4/11/22*

Recommending Approval

Victor B. Asio
VICTOR B. ASIO

Dean, CAFS

Date: *July 5, 2022*

Approved by:

Beatriz S. Belonias
BEATRIZ S. BELONIAS

Vice President for Instruction

Date: *7/7/2022*

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **FLORA MIA Y. DUATIN**, a faculty member of the NATIONAL ABACA RESEARCH CENTER commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January to June 2022.

Approved:

FLORA MIA Y. DUATIN

Assoc. Professor III

Date: July 4, 2022

ROBELYN T. PIAMONTE

Director, NARC

Date: July 4, 2022

MARIA JULIET C. CENIZA

Vice President for RE & I

Date: July 7, 2022

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 3 . RESEARCH SERVICES (45%)										
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year	1	1	4	5	5	4.67	Newly implemented project last August 2021
	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	1						July-Dec 2022
		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 scientific 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	1						July-Dec 2022
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by								
	Production:		Implemented Rooted Abaca STF project effective September 2021							
		Number of STF production project								
			Number of bottles per quarter of the whole year							
UMFO 4. EXTENSION SERVICES (30%)										
	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	1	1	4	4	4	4.0	
	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	1	1	4	5	5	4.67	
	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	1	1	4	4	4	4.0	

	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	1	3	4	5	5	4.67	
	Resource Persons	Resource Persons								
	Consultancy	Consultant			1	4	5	4	4.33	
	Total Over-all Rating					Comments & Recommendations for Development Purposes: Does well on her responsibilities, but need to complete ASAP her doctoral degree.				
	Average Rating									
	Adjectival Rating									

Evaluated & Rated by:

ROBELYN T. PIAMONTE
NARC, Director
Date: July 4, 2022

Recommending Approval

ROSA OPHELIA D. VELARDE
Director for Research
Date: July 6, 2022

Approved by:

MARIA JULIET C. CENIZA
Vice President for RE & I
Date: July 7, 2022

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **FLORA MIA F. DUATIN**
Performance Rating: **OUTSTANDING**

Signature: 

Aim: **To finish PhD Degree to effectively perform expected functions**

Proposed Interventions to Improve Performance:

Date: January 1, 2022 Target Date: June 30, 2022

First Step:

Dissertation finalization and defense

Result:

- For graduation and results for publication.

Date: July 1, 2022 Target Date: December 31, 2022

Next Step:

1. **To develop and submit proposals to funding agencies.**
2. **Implement abaca researches.**
3. **Perform instruction-related functions like teaching and as adviser to undergraduate and graduate students.**


Outcome:

1. **Outstanding research outputs.**
2. **Submitted grades of students on time.**
3. **Outstanding research outputs/promising technologies/relevant information generated.**
4. **Advisees graduated on time.**

Final Step/Recommendation:

Does well on her responsibilities, but need to complete ASAP her doctoral degree.

Prepared by:


ROBELYN T. PIAMONTE
Unit Head