



SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
Jan - June 2018

Name of Faculty Member: Dr. Roberto C. Guarte

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.48	
b. Students (50%)		2.50	
TOTAL for Instruction	70%	4.98	3.48
2. Research	10%	5.00	0.50
3. Extension	10%	5.00	0.50
4. Administration	10%	5.00	0.50
5. Production			
TOTAL			4.98

EQUIVALENT NUMERICAL RATING: 4.98 ✓


Additional Points:

CoE Annex Bldg Project (P10M)	0.01
Old Library Renovaton Project (15M)	0.01
Washington Accord Coordinator	0.01
Chairman, of CHED TCABE	0.01

TOTAL NUMERICAL RATING: 5.02

ADJECTIVAL RATING: Outstanding

Prepared by:


ROBERTO C. GUARTE
Name of Faculty

Reviewed by:


BEATRIZ S. BELONIAS
Vice President for Instruction

Approved by:


BEATRIZ S. BELONIAS
Vice President for Instruction



INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ROBERTO C. GUARTE, faculty member of the Department of Agricultural Engineering and Dean of the College of Engineering 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 2018.

ROBERTO C. GUARTE
 Professor and Dean
 Date: _____

BEATRIZ S. BELONIAS
 Professor III/VP for Instruction
 Date: _____

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

MFO No.	MFO Description	Success/Performance Indicator (PI)	Program/Activities/ Projects	Tasks Assigned	Target	Accom- plishmnt (Jan-June 2018)	Rating				Remark
							Quality	Efficiency	Timelines	Average	
MFO 1	Advanced Education Services	PI 1. Number of graduate degree specializations offered and monitored	Supervising/ Monitoring	Monitor graduate degree specialization offered under the college	4	4	5	5	5	5.00	Soil and Water, Crop Processing, Renewable Energy, Farm Power & Machinery
		PI 2. Number of FTE coordinated and implemented	Teaching	Teaches MSAE subject	2.00	3.00	5	5	5	5.00	Taught MS subjects in Renewable Energy, Postharvet Technology, and Masteral Thesis
		PI 3. Percentage increase in number of graduate students enrolled	Supervising/ Monitoring	Supervising/monitoring number of undergraduate students enrolled	30.0	37.5	5	5	5	5.00	Increase number of enrollees from 8 to 11 graduate students
		PI 8. Number of graduate students advised on MS Program	Advising	Advises graduate student/s on MS Program	4	6	5	5	5	5.00	Three (1) First Year and 2 Second Year MS Students
		PI 9. Number of graduate students advised on MS Thesis	Advising/revising	Advises student/s on thesis	2	3	5	5	5	5.00	Three(3) Second Year MS Students

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MFO No.	MFO Description	Success/Performance Indicator (PI)	Program/Activities/ Projects	Tasks Assigned	Target	Accomplishment (Jan-June 2018)	Rating				Remark
							Quality	Efficiency	Timeliness	Average	
		<i>Student organizations advised</i>	Supervising	Supervise student organization	2	2	5	5	5	5.00	PSAE-PSG and COE-SSC
		<i>Student organizations assisted on student related activities</i>	Supervising/ Mentoring	Supervise student-related activities	6	6	5	5	5	5.00	Supervised at least six (6) student-related activities on the 1st half of 2018
		PI 14. Additional outputs/Intervening Tasks									
		Number of days of Outcomes-Based Education seminars/trainings/ workshops/reviews conducted	Lead	Spearheading the conduct of series of seminars/ trainings/workshops/ reviews on the Outcomes-Based Education	1	1	5	5	5	5.00	Conducted OBE seminar/training/workshops/ reviews
		Number of maintained Center of Excellence (COE) status designated by CHED	Updating and maintaining documents	Updates and maintains documents re Center of Excellence (COE)	1	1	5	5	5	5.00	Center of Excellence in Agricultural Engineering
		Number of Washington Accord Accreditation applied	Organizing and Coordinating	Spearheaded the preparation of documents for BSAE degree program and supervise the preparation for BSCE degree program	1	2	5	5	5	5.00	Application for Washington Accord Accreditation for BSAE and BSCE degree programs
		<i>Number of Meetings of the CHED Technical Committee for Agricultural and Biosystems Engineering (TCABE) to evaluate the new BSABE Curriculum and documents of HEIs offering the new program as per CHED CMO 94, series of 2017</i>	Chairman	Evaluating HEI BS Degree Programs in Agricultural and Biosystems Engineering	3	3	5	5	5	5.00	Chaired the CHED-TCABE Meetings on March 2, 2018, April 25, 2018, and June 13, 2018
		<i>Number of BSABE degree programs in the Philippines evaluated as Chairman of CHED Technical Panel for Agricultural and Biosystems Engineer (TCABE)</i>	Chairman	Evaluating HEI BS Degree Programs in Agricultural and Biosystems Engineering	3	3	5	5	5	5.00	Evaluated the Application Workbooks to offer the New BSABE Program of VSU, UPLB, and CLSU and recommended for CHED approval per TCABE Res. Nos. 2, 3, 4, respectively

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		<i>Number of engineering policy-making meetings of the CHED Technical Panel for Engineering and Technology (TPET) attended</i>	Member	Formulate guidelines and policies in the implementation of engineering degree programs in the Philippines	3	3	5	5	5	5.00	Attended CHED-TPET meetings February 17, 2018, March 23, 2018, and June 28, 2018
MFO 3	Research Services	<u>PI 3.</u> Number of research projects conducted and/or completed on schedule	Research Projects	Conduct research projects	3	3	5	5	5	5.00	Conducted Three (3) on Bioenergy, Evaporative Cooling, and Ram Pump plus Impact Evaluation Study on Solar Homelighting System (SHS) in five (5) Island Barangays in Leyte and So. Leyte
		<u>PI 4.</u> Number of research proposals submitted	Research Projects submitted for continuation of on-going projects	Prepare and submit research projects for continuation this year	3	3	5	5	5	5.00	Submitted for additional funding four (4) projects on Bioenergy, Evaporative Cooling, Ram Pump and SHS
		<u>PI 5.</u> Percent of research proposals approved	Pr	Prepares and submits one (1) project proposal for funding	50	100	5	5	5	5.00	All Four (4) project proposals are approved this year


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		<u>PI 7.</u> Amount of research money generated from institutional funding (Thousand PHP)	Research project	Prepares and submits project proposal funding	P500K	P1.359M	5	5	5	5.00	P150,000.00 (NCERC); 206,265.60 (RERC); P807,832.00 (4 CC-funded research); P195,640.00 CE research project
MFO 4	Extension Services	<u>PI 2.</u> Number of IEC materials/technoguides developed/used	Supervision	Supervision of IEC materials/technoguides development	5	15	5	5	5	5.00	Supervised the development and production of RE brochures, etc.
		<u>PI 3.</u> Number of beneficiaries served									
		<i>Groups</i>	Supervision and Monitoring	Monitoring of SHS units in Leyte, Southern Leyte, and Biliran	50	541	5	5	5	5.00	Spearheaded the conduct of monitoring of SHS units in Leyte (360 SHS) and Southern Leyte (181 SHS)
				Assessment of Solar Power Associations (SoPA) in Leyte, Southern Leyte, and Biliran	4	4	5	5	5	5.00	Spearheaded the conduct of assessment of Solar Power Associations in Apid (1 SoPAs); Dawahon (3 SoPA)
		<i>Individuals</i>	Supervision and Monitoring	Supervise/ Monitor Solar Home System beneficiaries	210	541	5	5	5	5.00	Spearheaded the conduct of household monitoring activities in Leyte (360 HHs) and Southern Leyte (181 HHS)

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							Quality	Efficiency	Timeliness	Average	
		PI 4. Number of extension projects conducted and/or completed on schedule	Extension project implementation	Spearhead at least two (2) project and/or completed on schedule	2	3	5	5	5	5.00	Spearheads the implementation of HEP in Leyte, Southern Leyte, and Biliran; Leads the monitoring of Solar Streetlight Project for Super Typhoon Yolanda-Affected Areas in Leyte; Help Alliance Project for the Kindergarten and Elementary Schools in Albura and Baybay
		PI 8. Amount of extension money generated from institutional funding (Thousand PHP)	Extension projects	Prepares and submits extension project proposal funding	P250K	356,265.60	5	5	5	5.00	P150,000.00 (NCERC); P206,265.60 (RERC)
		PI 9. Additional outputs									
		No. of seminar/training presentations prepared	Preparation	Prepares at least two (2) presentations for seminar/training	2	5	5	5	5	5.00	OBE seminars, 5S, Records Management, and Internal Audit
MFO 5	Support to Operations	PI 3. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	Supervising/ Monitoring	Ensures that all faculty has at least very satisfactory rating in 50% of the subjects evaluated by students	60%	80%	5	5	5	5.00	At least 80% of the faculty supervised got a rating of at least VS
		PI 5. Number of in-house seminars/trainings/ workshops/reviews conducted	Conduct of in-house reviews	Spearhead and facilitates the Conduct of College RDE In-House Review	5	5	5	5	5	5.00	OBE Seminars, 5S, Records Management, etc.
MFO 6	General Admin. & Support Services (GASS)	PI 1. Number of departments and/or service units supervised and monitored	Supervising/ Monitoring	Supervising and monitoring	9	9	5	5	5	5.00	Oversees all activities of the 5 departments under the CoE, CoE Workshop and office of the CoE dean, RERC, VSU-TVET


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							Quality	Efficiency	Timeliness	Average	
		<u>PI 4.</u> No. of management meetings conducted	Planning & Implementation	Preside at least one (1) college-wide meeting per semester; at least once every month for CoE ManCom Meeting	6	8	5	5	5	5.00	Presided one (1) college-wide meeting first half CY 2018; one (1) CoE ManCom Meeting each month Jan-Jun; one (1) emergency meeting
		<u>PI 5.</u> Number of documents attended and served	Checking and action to official documents	Review and Approve documents	1,000	1,500	5	5	5	5.00	Reviewed and approved at least 1,500 documents from Jan-Jun
		<u>PI 6.</u> Number of academic lecture/laboratory rooms supervised	Supervision	Supervises the maintenance of lecture/ laboratory/ comfort rooms and facilities	13	19	5	5	5	5.00	Supervised maintenance of EB101, 102, 103, 107, 201, 202, 203b, 204, 205, 206, CPB01, CPB02, CPB03, CoE Annex 101, 102, 103, 201 202 203
		<u>PI 8.</u> Area of lawn supervised (sq.m, approx.)	Supervising	Supervises the maintenance of lawn	5000	5000	5	5	5	5.00	Supervised the maintenance of CoEng lawn and POTC and Eng'g Workshop Lawn
		<u>PI 9.</u> Number of office and laboratory equipment purchased	Strengthening of office/laboratory facilities	Approved request to purchase laboratory/office equipment	5	8	5	5	5	5.00	Approved requests to purchase of CoEng office of the dean, DAE and RERC
		<u>PI 10.</u> Efficient and customer-friendly frontline service	Supervising	Supervise frontline to served clients with courtesy; immediate response to client needs and inquiries	100	100	5	5	5	5.00	Never received complaints from customers
		<u>PI 11.</u> Intervening Activities									
		<i>Best practices/new initiatives:</i>									
		Number of New Academic Building proposed, constructed and supervised	Supervision and Monitoring	Supervising/ monitoring the construction of new academic building	1	1	5	5	5	5.00	New CoE Annex Building (Wing B)
		Number of Building Renovation proposed, funded, and supervised	Supervision and Monitoring	Supervising/ monitoring of on-going building renovation	1	2	5	5	5	5.00	Old Library Building; and Graduate School
		Number of Degree Programs application for Washington Accord accreditation, submitted, coordinated, and visited	Supervision and Monitoring	Supervising/ monitoring the construction of completed academic office	1	2	5	5	5	5.00	BS in Agricultural Engineering and BS in Civil Engineering

MFO No.	MFO Description	Success/Performance Indicator (PI)	Program/Activities/ Projects	Tasks Assigned	Target	Accomplishment (Jan-June 2018)	Rating				Comment & Recommendation for Development Purpose	
							Quality	Efficiency	Timeliness	Average		
Number of Performance Indicators Filled-up						45	45	45				
Total Over-all Rating							225.000					
Average Rating							5.000					
Adjectival Rating							Outstanding					


Evaluated and Rated by:


BEATRIZ S. BELONIAS
 Vice President for Instruction
 Date: _____

Recommending Approval:


BEATRIZ S. BELONIAS
 Vice President for Instruction
 Date: _____

Approved:


BEATRIZ S. BELONIAS, Ph.D.
 Vice Pres. for Instruction
 Date: _____