SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: BERT C. PEÑALOSA

JULY-DECEMBER 2021

Program Involvement (1)	Percentage Weight of Involve-ment (2)	Numerical Rating (Rating x%) (3)		Equivalent Numerical Rating (2 X 3)
1. Instruction				
a. Head/Dean (100%)				
b. Students (50%)		4.25	2.13	
Total for Instruction	90%		4.63	4.17
2. Research				
a. Client/Dir. For Research (50%)				
b, Dept. Head/Center Director (50%)				
Total for Research				
3. Extension				
a. Client/Dir for Extension (50%)				
b. Dept. Head/Center Director (50%)				
Total for Extension	5%		4.11	0.21
4. Administration	5%		4.92	0.25
5. Production				
TOTAL	100%			4.62

EQUIVALENT NUMERICAL RATING: 4.62

Add: Additional Points, if any: 0

TOTAL NUMERICAL RATING: 4.62

ADJECTIVAL RATING: OUTSTANDING

Prepared by:

BERT C. PEÑALOSA
Name of Faculty

Reviewed by:

ANGELITA L. PARADERO
Dept. Head

Recommending Approval:

MOISES NEIL V. SERIÑO
Dean, CME

Approved:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I,BERT C. PEÑALOSA, a faculty member of the <u>DEPARTMENT OF BUSINESS AND MANAGEMENT</u> commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period <u>JULY-DECEMBER 2021</u>.

Approved:

BERT C. PEÑALOSA
Instructor I
Date: 3/21/22

ANGELITA L.PARADERO
Department Head
Date: 3/21/22

MOISES NEIL V. SERIÑO
Dean, CME
Date: 3/22/22

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	Tasks Assigned	Target	Actual Accompli shment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
							Quality	Eficiency	Timeliness	Average	
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									
		As GAC Chairman		Advises and corrects research outline and thesis/SP/dissertation							
		AS GAC Member		Advises and corrects research outline and thesis/SP/dissertation							

		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							
		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		31.5	38.5	5	4	4	4.33

		A10. *Number of grade sheets submitted within prescribed period*	Preparation	Prepares gradesheet and submits on or before deadline	10	10	5	5	5	5.00
		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	4	5	4	4	4.33
		A12. *Number of trainings attended related to instruction*	Trainings attended	Attend mandated trainings	1	2	4	5	4	4.33
		A13. *Number of long examinations administered and checked*	exam prep	Administers and checks long examination for subjects taught	20	40	5	5	5	5.00
		A14. *Number of quizzes administered and checked*		Prepares and checks quizzes for lec and lab	40	40	5	5	4	4.67
		A15. *Number of lab reports and term papers checked and*		Checks lab reports and term papers submitted as required						
	PI 8: Number of students advised: *	A16. Number of students advised:		*Acts as academic adviser to students*	27	60	5	5	5	5.00
		A17. *Number of students advised on thesis/ field practice/special*								
		As SRC Chairman	Advising/correction	Advises, and corrects research outline and thesis/SP manuscript	5	6	4	5	5	4.67
		As SRC Member	Advising/correction	Advises and corrects research outline and thesis/SP manuscript	5	10	4	5	4	4.33
		A18. *Number of students entertained for consultation*		Entertains students consulting on subject taught, thesis and	20	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	1	5	5	5	5.00	
	A20 . Number of Student organizations assisted on student ...		Assists student organizations in implementing student related activities	1	1	5	4	4	4.33	
PI 10: Number of instructional materials developed *	**A 21 :** Number of on-line course ware developed and		Prepares and submits for review by the Technical Review Panel		1	5	4	5	4.67	
	On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	2	5	4	5	4.67	
	Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	3	4	5	5	4.67	
	Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	5	5	4	5	4.67	
	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	2	2	4	5	5	4.67	
	A 24 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom	2	5	4	5	5	4.67	
PI 11. Additional outputs	**A 25**. Number of Additional outputs accomplished:									
	Program		Prepares documents and /or							
	Agency/firm/Industry		Coordinates with potential							
	A 26. Other outputs implementing the new normal due to covid 19		Designs experiential learning activities and other outputs to implement new normal		1	4	4	4	4.00	
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	UM preparation	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	1	2	4	4	4	4.00
	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	1	1	5	5	4	4.67
	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			10	1	4	4	3	3.67
	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	zero non-conformity	zero non-conformity	5	5	5	5.00	
		A 45. Compliance to all requirements of the program and institutional accreditations:	Minutes Preparation	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant	100% compliant	5	5	5	5.00	
		On program accreditations	Pilot Plant Manager								

		On institutional accreditations	SSF Rootcrop facility							

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	Zero % complaint	Zero % complaint	5	5	5	5.00	
	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		1	4	5	5	4.67	
	Total Over-all Rating			120.00							
	Average Rating (Total Over-all rating divided by 4)			4.62							
	Additional Points									Comment: To engage in research activities
	FINAL RATING			4.62							
	ADJECTIVAL RATING			O							

Evaluated & Rated by:

ANGELITA L.PARADERO
Department Head
Date: 3/21/22

Recommending Approval

MOISES NEIL V. SERIÑO
Dean, CME
Date: 3/22/22

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: 3/25/22

EXHIBIT L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: BERT C. PEÑALOSA
Performance Rating: JULY-DECEMBER 2021

Aim: To enhance more engagement in research and extension services necessary for personal development, and to acquire additional knowledge and skills related to online learning modality vital for teaching delivery performance

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: JULY 2021   Target Date: DECEMBER 2021

First Step:
Conduct research and extension services for personal development and attend trainings/workshops related to Online Learning Modality.

Result:
Involvement in research and extension activities, and acquire knowledge and skills for strategic teaching tools, necessary for the advanced shift of Distance Education (DE) through the use of Digital Technology (DT).

Date: JULY 15, 2021   Target Date: DECEMBER 15, 2021

Next Step:
Integrate knowledge and skills learned by conducting trainings and seminars necessary for all recipients, stakeholders and clients.

Outcome:
Final Step/Recommendation:
Acquired new knowledge and enhanced skills for personal competency to perform instruction, research, and extension functions.

Prepared by:

ANGELITA L. PARADERO
Immediate Supervisor

Conforme:

BERT C. PEÑALOSA
Ratee

cc: ODA-HRD