


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 (2x3)
1. Instruction			
g. Head/Dean (50%)		$4.94 \times 50\% = 2.47$	
h. Students (50%)		$5 \times 50\% = 2.5$	
Total for Instruction	50%	4.97	2.49
2. Research			
g. Client/Dir. for Research (50%)			
h. Dept. Head/Center Director (50%)			
Total for Research	25%	$5 \times 25\%$	1.25
3. Extension			
i. Client/Dir. For Extension (50%)	5%	$5 \times 5\%$	0.25
j. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration	20%	$5 \times 20\%$	1.00
5. Production			
TOTAL	100%		4.99

EQUIVALENT NUMERICAL RATING: 4.99
 Add: Additional Points, if any: none
 TOTAL NUMERICAL RATING: 4.99

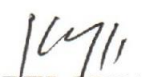
ADJECTIVAL RATING: **OUTSTANDING**


ANALYN M. MAZO
 Name of Faculty

Recommending Approval:


CANDELARIO L. CALIBO
 Dean/Director

Approved:


BEATRIZ S. BELONIAS
 Vice President



I, ANALYN M. MAZO, Head of the Department of Biological Sciences, commits to deliver and agree to be rated on the attainment of the following targets in

Date:

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									
	OVPI MFO 1. Graduate Degree Program Management Services									
	PI 1: Number of graduate degree specializations offered and monitored	Monitor graduate offering of the department	2	2	5	5	4	4.67	Offers the major subjects in MEd major in Biological Sciences with the College of Education; Offers MS Botany	
	OVPI MFO 2. Graduate Student Management Services									
	b. Actively pursuing in the last three years (investigative research, basic and applied scientific research, policy research, social science research)	Actively pursue research in the last 3 years	70%	100%	5	5	5	5.00		
UMFO 2.	HIGHER EDUCATION SERVICES									
	OVPI MFO 1. Curriculum Program Management Services									

	PI 1: Total FTE Monitored	Teach undergraduate courses	8	10.08	5	5	5	5.00	Biol 183 and Gen Bio I
	PI 2: Percentage of undergraduate curricular program compliant to CMO approved and offered	Make sure that the BS Biology & BS Marine Biology are CMO compliant	100%	100%	5	5	5	5.00	BS Biology and BS Marine Biology curricula have been reviewed and noted by CHED
	PI 3: Average percentage passing in licensure exam	N/A							
	PI 4: Percentage of first time licensure exam takers	N/A							
	PI 8: Number of academe/industry linkages established	Link with various institutions	1	3	5	5	5	5.00	Has linkage with BFAR & other SUCs in the region
	PI 9: Number of thesis/special problems of students:								
	a. Thesis outline/ Case studies/ Special Problems/ OJT Narrative reports/ Engineering Projects/ Portfolios approved	Review and approve thesis outline	30	50	<u>5</u>	5	4	4.67	Review and pproved thesis outline of students as head, adviser, chairman and member
	b. Thesis manuscript/Case Studies/Special Problems/OJT Narrative Reports/Engineering Projects/Portfolios approved	Review and approve thesis manuscripts	30	48	5	5	4	4.67	Review and approved thesis manuscripts of students as head, adviser, chairman and member
	a. OBE - compliant syllabi	Revise syllabus	1	1	<u>5</u>	5	4	4.67	Revised the OBE-compliant syllabus in Invertebrate Biology
	b. Teaching guides/Student guides/Laboratory Manuals	Revise the lab manual	1	1	<u>5</u>	5	5	5.00	Revised laboratory manual in invertebrate biology
	c. Complete sets of teacher-developed audio visual materials (powerpoints, videos, computer games, etc)	Develop and Revise the powerpoint presentation in subjects taught	1	2	<u>5</u>	5	5	5.00	Developed and revised powerpoint presentations in conservation biology and invertebrate biology respectively

	d. On-line interactive learning resources per subject								
	PI 12: Number of instruction-related awards								
	PI 13: Number of National Student awards								
	PI 14: Number of honor graduates								
	Total Points			Total n:					
UMFO 3. RESEARCH SERVICES									
	PI 1. Number of research proposals submitted	Submit proposal	1	1	5	5	5	5.00	Submitted a research proposal as part of the project for funding by BFAR
	PI 2. Number of research proposals approved		1	1	5	5	5	5.00	FishCORAL project funded by BFAR was approved
	PI 3. Number of research studies conducted	Conduct research	2	4.00	5	5	5	5.00	Conducted two (2) researches funded by VSU and two (2) funded by CHED & BFAR
	<i>In institutional fora/conferences</i>	Present outputs during Annual In-house review	2	3	5	5	5	5.00	Presented research outputs of the CHED and VSU funded projects during the annual in-house review (AIHR)
	PI 9. Amount of research money generated from external funding (Thousand PHP)	Generate research funds from external funding agency	1M	3M	5	5	5	5.00	Approved project in FishCORAL
	PI 10. Amount of research money generated from institutional funding (Thousand PHP)	Generate research fund from VSU	100,000	396,309.00	5	5	5	5.00	VSU water resources project=185,891.00; River system project= 210,414
	Total Points			Total n:				30.00	
UMFO 4. EXTENSION SERVICES									
	<i>Individuals</i>	Provide specimen ID services	2	5	5	5	5	5.00	Identify invertebrate specimens from various clients

	PI 5: Percentage of faculty rated by students with at least very satisfactory rating of the subjects evaluated	TPES outstanding	90%	100%	5	5	5	5.00	Student ratings were all outstanding
OVPI MFO 4. Program and Institutional Accrediation Services									
	PI 1: Number of degree programs which passed accreditation/evaluation at least level 1	Subject programs to accreditation	1	1	5	5	5	5.00	BS Bio is AACUP Level III accredited; BS Marine Bio has just been offered and cannot be evaluated by AACUP until 2022
	PI 2: Degree program compliant with CHED requirements	Courses should be complian to CMO	2	2	5	5	5	5.00	After the RQAT evaluation, all requirements to the BS Bio and BS Marine Bio programs have been complied
	PI 2. QMS on faculty recruitment, development							0.00	
UMFO 6. GENERAL ADMINISTRATION & SUPPORT SERVICES									
	PI 1. Number of Risk Assessment/Review conducted	Conduct risk assessment	1	1					
	PI 2. Number of risks identified	Identify risks	5	5					
	PI 3. Number of risks adressed/minimized								
	PI 4: Number of legitimate complaints received	Provide quality service to minimize complaints	0%	0%	5	5		5.00	
Total Points				Total n:					
Total No. of Entries:				104					
Average Rating				4.94					
Adjectival Rating				OUTSTANDING					

Received by:

ANALYN M. MAZO
Department Head

Calibrated by:

CANDELARIO L. CALIBO
College Dean

COMMENTS AND SUGGESTIONS:

*Publish more articles
in ISI journals*

Approved:

BEATRIZ S. BELONIAS
VP for instruction

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Analyn M. Mazo
Performance Rating: Outstanding

Aim: To make more publications

Proposed Interventions to Improve Performance:

Date: June 2019 Target Date: 2020

First Step:

Identify topics in research and student theses for possible publication

Result:

Identified three articles for possible publication

Date: _____ Target Date: September-December _____

Next Step:

Look for journals to publish the articles

Outcome:

Search of journals in progress

Final Step/Recommendation:

Should publish the articles in 2020

Prepared by:



CANDELARIO L. CALIBO
Immediate Supervisor

Conforme:



ANALYN M. MAZO
Associate Professor V