


SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS


Name of Faculty Member: SENONA A. CESAR

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.91x50% = 2.455	
b. Students (50%)		4.75x50%= 2.375	
Total for Instruction	70%	4.83	3.381
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	30%	4.933	1.479
3. Extension			
a. Client/Dir. For Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%		4.861

EQUIVALENT NUMERICAL RATING: 4.861
 Add: Additional Points, if any: none
 TOTAL NUMERICAL RATING: 4.861

ADJECTIVAL RATING: OUTSTANDING



SENONA A. CESAR
 Name of Faculty


ANALYN M. MAZO
 Department Head

Recommending Approval:


MA. THERESA P. LORETO
 Dean/Director

Approved:


BEATRIZ S. BELONIAS
 Vice President

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, SENONA A. CESAR, a faculty member of the DEPARTMENT OF BIOLOGICAL SCIENCES commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JULY-DECEMBER 2021.

SENONA A. CESAR

Assoc Prof V

Date: March 7, 2022

Approved:

ANALYN M. MAZO

Department Head

Date: 3/8/2022

MA. THERESA P. LORETO

College Dean

Date: 3/8/2022

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 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE	A1. Actual Faculty's FTE	Handles subjects/courses							
	PI 8: Number of	A2. Number of students advised	Acts as academic adviser							
		A3. Number of students advised								
		As GAC Chairman	Advises and corrects							
		AS GAC Member	Advises and corrects							
		A4. Number of students	Entertains students	10	12	5	5	5	5.00	
	PI 9: Number of	A5. Number of on-line ready	Converts the existing							
		On-line ready courseware	Prepares Instructional							
		Supplemental learning	Prepares Power Point							
		Assessment tools								
		A 6 : Number of on-line course	Submits the course ware							
		A 7 : Number of virtual	Creates virtual classroom							
		A4. Number of students	Entertains students	10	14	5	5	5	5.00	
	PI 10. Additional	A 8. Other outputs implementing	Designs experiential							
		A.9. Act as GAC for Master in								

	As GAC Chairman	Acts as GAC Chairman	14	16	5	5	5	5.00	Modina, C.; Pericano, B.; Celeste, B.; Sampan, E.; Tan, J.; Daganasol, R.; Mistola, C.; Cacho, E.; Acosta, C.; Pecolados, M.; Tortusa, J.; Ambrocio, R.; Panta, A.; Arellano, A.; Borinaga, M. Bagarinao, J.
	AS GAC Member	Acts as GAC Member	1	1	5	5	5	5.00	Villaceran, SR
UMFO 2. HIGHER EDUCATION SERVICES									
OVPI UMFO 3. Higher Education Management Services									
	PI 5: Total FTE,	A9. Actual Faculty's FTE	Handles and teaches	20	21.4	5	5	5	5.00
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	6	6	5	5	4	4.67
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	12	7	5	5	4	4.67
		A14. Number of quizzes	Prepares and checks	83	166	5	5	4	4.67
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	11	41	5	5	5	5.00
		A17. Number of students advised on thesis/ field practice/special problem:	thesis adviser	3	3	5	5	5	5.00
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	1	1	5	5	5	5.00
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	1	1	5	5	5	5.00
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	150	150	5	5	5	5.00

	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	4	4	5	5	4	4.67	ScTS 11; MarB 11, Zool 128 and Zool 125
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	4	6	5	5	4	4.67	4 Learning Guide; 2 Lab manual
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course	4	4	5	5	5	5.00	1 set for each lecture class
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	150	178	5	5	5	5.00	
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	4	4	5	5	5	5.00	ScTS 11; MarB 11, Zool 128 and Zool 125
UMFO 3 . RESEARCH SERVICES										
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other	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	2	2	5	5	5	5.00	AR and CHED DARE TO funded projects
	PI 2. Number of research outputs completed within the	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year	1	1	5	5	5	5.00	CHED DARE TO funded project
	PI 3. Percentage of research outputs published in	A 29. Percentage of research outputs published in	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	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		2	3	5	5	5	5.00	

	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								
		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	1	1	5	5	5	5.00	Review the paper ' Status of the Scleractinian Corals and Reef-Associated Benthos in Tres Marias Islets, Northwest Leyte, Eastern Philippines by Tuang-tuang et al, 2020 of Palompon Institute of Technology
		A 34. Number of UMs submitted to ITSO, VSU	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	4	5	5	5	4	4.67	4 syllabi for the flexible learning
UMFO 4. EXTENSION SERVICES										
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	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							
		A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools		100% compliant					
		On program accreditations								
		On institutional accreditations								

UMFO 6. General Admin. & Support									
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint				
	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 performing functions resulting to best practice	lead person in the collaborative authorship and production of a GE course Learning Guide for ScTS 11 by DMP, DBS and DOPAC					
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/manage ment related activities and other outputs to implement new normal						
	Total Over-all Rating							113.00	
	Average Rating							4.91	
	Adjectival Rating							Outstanding	
Comments & Recommendations for Development Purpose: She needs to finish her PhD									

Evaluated & Rated by:

ANALYN M. MAZO

Head, DBS

Date: 3/8/2022

Recommending Approval

MA. THERESA P. LORETO

Dean, CAS

Date: 3/8/2022

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 3/11/2022

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Senona A. Cesar
Performance Rating: Outstanding

Aim: Finish graduate studies

Proposed Interventions to Improve Performance: Come up with a timeline of activities related to dissertation

Date: Jan 2021 Target Date: December 2021

First Step:

Look for possible options to finish dissertation

Result:

Options identified

Date: July 2021 Target Date: December 2021

Next Step:

Outcome:

Working on the approval of proposal

Final Step/Recommendation:

_Should finish as soon as possible

Prepared by:


ANALYN M. MAZO
Unit Head

Conforme:


SENONA A. CESAR