SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **RENEZITA S. COME**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating Rating x % (3)	Equivalent Numerical Rating (2x3)
1. **Instruction**			
a. Head/Dean (50%)		4.48 x .50 = 2.24	
b. Students (50%)		4.58 x .50 = 2.29	
Total for Instruction	60%	4.53	2.72
2. **Research**			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	20%	4.6	0.92
3. **Extension**			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	10%	4.72	0.47
4. **Administration**	10%	4.87	0.49
5. **Production**			
TOTAL			4.6

EQUIVALENT NUMERICAL RATING:
Add: Additional Points, if any: 4.6
TOTAL NUMERICAL RATING:

ADJECTIVAL RATING: Outstanding

Prepared by: Reviewed by:

10/24/21   10/24/21

RENEZITA S. COME   **ANATOLIO N. POLINAR**
Name of Faculty   Department Head

Recommending Approval:

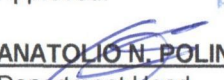**DENNIS P. PEQUE** 10/15/21
Dean

Approved:

10/24/2021
BEATRIZ S. BELONIAS
Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, <u>RENEZITA S. COME</u>, a faculty member of the <u>DEPARTMENT OF FOREST SCIENCE</u> 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 <u>JANUARY TO JUNE 2021</u>.

Approved:

RENEZITA S. COME
Associate Professor V
Date: 10/4/2021

ANATOLIO N. POLINAR
Department Head
Date: 10/7/2021

DENNIS P. PEQUE
College Dean
Date: 10/2/2021

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values)
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	1	0					No enrollees in the assigned subject (Special Topics)
	PI 8: Number of graduate students advised *	**A2**. Number of students advised	Acts as academic adviser to graduate students	1	3/1 (300%)	5	4.5	4.5	4.67	Ms Katangkatang, Ms Tiusen Mr. Auguis (MS 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	2/1 (200%)	5	4.5	45	4.67	Ms Katangkatang, Ms Tiusen (MS students)

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values)
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	0					
		A4. *Number of students entertained for consultation purposes*	*Entertains students seeking consultation with faculty*	1	3/₁ (300%)	5	4.5	4.5	4.67	Ms Katangkatang, Ms Tiusen Mr. Auguis (MS students)
	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	0					Note: No students have enrolled in the assigned graduate course (Special Topics)
		On-line ready courseware	*Prepares Instructional module/laboratory guide/workbook or a combination thereof*	1	0					
		Supplemental learning resources	*Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught*	1	0					
		Assessment tools	*Prepares assessment tools such as long exam, quizzes, problems sets, etc.*	1	0					
		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	0					

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values)
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	0					
	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	0					
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	10	30.30/10 (303%)	5	5	5	5	FSci 142 Lec and Lab, Fory 198, Fory 200 Field Practice
		A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	6/2 (300%)	5	4.5	4.5	4.67	Grade sheets in FSci 142 Lec and Lab, Fory 198, Fory 200
		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	1/1 (100%)	5	4.5	4.5	4.67	Ms. Maupoy (Fory 198)
		A12 . Number of trainings attended related to instruction	Attend mandated trainings	5	6/5 (120%)	5	5	4.5	4.83	Akadasia Training, VSU E-learning Training,
		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	4/2 (200%)	5	4.5	45	4.67	Long exams in FSci 142 Lec and Lab, Fory 198
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	2	4/2 (200%)	5	45	4.5	4.67	Quizzes in FSci 142 Lec and Lab, Fory

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)
						Quality	Eficiency	Timeliness	Average	
		A15. *Number of lab reports and term papers checked and graded*	Checks lab reports and term papers submitted as required	2	4/2 (200%)	5	45	4.5	4.67	Lab reports in FSci 142
	PI 8: Number of students advised: *	**A16**. Number of students advised:	*Acts as academic adviser to students*	2	15/2 (750%)	5	5	4.5	4.83	See list of names in cumulus
		A17. *Number of students advised on thesis/ field practice/special problem:*		2						
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	1	4/1 (400%)	5	4.5	4.5	4.67	Ms. Obrar, Ms Nuez Albina, Mr. Lomocso and Mr. Coral
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	1	3/1 (300%)	5	4.5	4.5	4.67	
		A18. *Number of students entertained for consultation purposes*	Entertains students consulting on subject taught, thesis and grades	2	20/2 (1000)	5	4.5	4.5	4.67	See list of names in cumulus
	PI 9: Number of student organizations advised/ assisted *	**A19**. *Number of Student organizations advised*	Advises student organizations recognized by USOO	1	2/1 (200%)	5	4.5	4.5	4.67	FSS and CBI
		A20. *Number of Student organizations assisted on student related activities*	Assists student organizations in implementing student related activities	1	2/1 (200%)	5	4.5	4.5	4.67	FSS and CBI
	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	2	4/2 (200%)	5	4.5	4	4.5	FSci 142, Fory 198, FMgt 137 and FSci 125
		On-line ready courseware	*Prepares Instructional module/laboratory guide/workbook or a combination thereof*	2	4/2 (200%)	5	4.5	4.5	4.67	FMgt 137, FSci 142, FSci 125 and Fgov 149

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficienc y	Timeline ss	Average	REMARKS (Indicators in percentage should be supported with numerical values)
		Supplemental learning resourc	*Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught*	2	4/2 (200%)	5	4.5	4.5	4.67	FMgt 137, FSci 142, FSci 125 and Fgov 149
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	4/2 (200%)	5	4.5	4.5	4.67	FMgt 137, FSci 142, FSci 125 and Fgov 149
		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	1	3/1 (300%)	5	4.5	5	4.83	FMgt 137, FSci 142, FSci 125
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	2	4/2 (200%)	5	4.5	4.5	4.67	FMgt 137, FSci 142, FSci 125 and Fgov 149
	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	1	1/1 (100%)	4.5	4	4	4.17	AACCUP and ISO
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	1	1/1 (100%)	4.5	4.5	4	4.33	UPLB College of Forestry and Natural Resources

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficienc y	Timeline ss	Average	REMARKS (Indicators in percentage should be supported with numerical values)
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	1	1/1 (100%)	4.5	4.5	4.5	4.5	Learning tasks and video recording of lectures
		Online Teaching Trainings/Seminars	Attends online trainings and seminars on online teaching	1	2/1 (200%)	5	5	4.5	4.83	Akadasia Training, VSU E-learning Training,
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	1	1/1 (100%)	4.5	4.5	4.5	4.5	LAFORET Project
	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	0					Done in 2019
	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		1	1/1 (100%)	4.5	4.5	4.5	4.5	Veridiano et.al Towards Landscape Restoration.Environ ments 7, 20
		In refereed nat'l/regional journals		1	0					

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)
						Quality	Eficiency	Timeliness	Average	
	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		1	1/1 (100%)	4.5	4.5	4.5	4.5	LAFORET Output
		In nat'l/regional fora/conferences		1	0					
	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	0	0					
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)		0	0					
		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	1/1 (100%)	4.5	5	5	4.83	Philippine Science Journal
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output	0	0					
		A 35.Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	0	0					
		Review/Evaluate Research Proposal	Reviews/evaluate research proposal for funding	1	1/1 (100%)	4.5	5	4.5	4.67	UPLB
UMFO 4. EXTENSION SERVICES										

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)
						Quality	Eficienc y	Timeline ss	Average	
	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	0	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	0	0					
	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	0	0					
	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	0	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							
		Research Mentor		1	4/1 (400%)	5	4.5	4.5	4.67	Ms. Obrar, Ms Nuez Albina, Mr. Lomocso and Mr. Coral

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)
						Quality	Eficiency	Timeliness	Average	
		Peer reviewers/Panelists		1	2/1 (200%)	5	5	5	5	UP Baguio MS Care Program, DOST
		Resource Persons		1	1/1 (100%)	4.5	4.5	4.5	4.5	Foresters Board Exam Review
		Convenor/Organizer		0	0					
		Consultant		0	0					
		Evaluator		0	0					
	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	0	0					
	PI 11. Additional outputs *	**A 42**. No. of extension-related awards (extn. conducted by faculty or student & faculty) *		0	0					
		A 43.Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	0	0					
UMFO 5. SUPPORT TO OPERATIONS										
	OVPI MFO 4. Program and Institutional Accreditation Services									

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficienc y	Timeline ss	Average	REMARKS (Indicators in percentage should be supported with numerical values)
	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	100 % Compliant	5	5	4.5	4.83	
		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	100% Compliant	5	5	5	5	
		On program accreditations		0	100% Compliant	5	5	4.5	4.83	
		On institutional accreditations		0	100% Compliant	5	5	4.5	4.83	
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	100% Compliant	5	5	4.5	4.83	
	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	0	0					
		A 48.Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal	0	0					

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values)
	Total Over-all Rating		182.7							
	Average Rating		4.68							
	Adjectival Rating		Outstanding							

Evaluated & Rated by:

ANATOLIO N. POLINAR
Department Head
Date: 10/7/2021

Recommending Approval

DENNIS P. PEQUE
Dean, CFES
Date: 10/6/2021

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: 10/9/2021

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **RENEZITA S. COME**

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date Accomplished	Quality of Output*	Over-All Assessment Of Output**	Remarks/Recommendation
1	Teaches assigned subjects and performs other teaching related functions such as; prepares and revises teaching materials, prepares and gives examinations, checks test papers and returns to students one week after, submits grades sheets within prescribed period, makes himself available for students consultations during consultation hours, revises course syllabus, and approves manuscripts.	Very Impressive	January 1, 2021	June 2021	June 30, 2021	Very Impressive	Outstanding	Submitted grades on time. Returned corrected manuscripts on time. Entertains the concerns of advisees during enrollment.
2	Makes research	Very Impressive	January 1,	June 2021	June 30, 2021	Very	Outstanding	Encourage

	proposals, prepares report outputs and submit for publications, and attends seminar/workshops, serves training and workshops.		2021			Impressive		d to submit more publications
3	Attends meetings and makes letters.	Very Impressive	January 1, 2021	June 2021	June 30, 2021	Very Impressive	Outstanding	Attentively attend meetings
4	Performs other functions such as; member of VSU Academic Council and etc.	Very Impressive	January 1, 2021	June 2021	June 30, 2021	Very Impressive	Outstanding	Able to multitask and to maintain productivity

*Either very impressive, impressive, needs improvement, poor, very poor
**Outstanding, very satisfactory, unsatisfactory, poor

Prepared by: 10/7/21

ANATOLIO N. POLINAR
Unit Head

EXHIBIT L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee   : Dr. Renezita S. Come

Performance Rating   **: 4.6 (Outstanding) January - June 2021**

Aim: To improve research and extension performance of faculty member

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

Date: January 2021   Target Date: March 2021

First Step:

Required Dr. Come to conduct research on silviculture, tree physiology, agroforestry and carbon assessment and segregation.

Result:
Dr. Come actively wrote project proposals related to agroforestry and other related topics.

Date: April 2021   Target Date: June 2021

Next Step:

Collect sufficient data to warrant the development of a scientific article.

Outcome:

Dr. Come is now drafting article for possible publication in scientific journals.

Final Step/Recommendation:

Dr. Come may write more research proposal especially on the topic "tree physiology" being her major field of specialization.

Prepared by:

ANATOLIO N. POLINAR
Unit Head

Conforme:

RENEZITA S. COME
Ratee