



Exhibit K

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: **Engr. Ronard G. Paña**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	20%	4.73	0.95
b. Students (50%)	20%	5.00	1.00
Total for Instruction	40%		1.95
2. Research			
a. Client/Dir. for Research (50%)	0		
b. Dept. Head/Center Director (50%)	5%	4.83	0.24
Total for Research	5%		0.24
3. Extension			
a. Client/Dir. for Extension (50%)	0		
b. Dept Head/Center Director (50%)	5%	4.66	0.23
Total for Extension	5%		0.23
4. Administration	50%	4.58	2.29
5. Production	0		
TOTAL	100%		4.71

EQUIVALENT NUMERICAL RATING:

4.71

Add: Additional Points, if any:

0.0

TOTAL NUMERICAL RATING:

4.71

ADJECTIVAL RATING:

Outstanding

Prepared by:

Reviewed by:

RONARD G. PAÑA
Name of Faculty

RONARD G. PAÑA
Department Head

Recommending Approval:

JANNET C. BENCURE
College Dean

Approved:

BEATRIZ S. BELONIAS
Vice President, Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ENGR. RONARD G. PAÑA, a faculty member of the DEPARTMENT OF MECHANICAL ENGINEERING 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 JANUARY 1 - JUNE 30, 2023.

RONARD G. PAÑA

Instructor I

Date: 7/7/23

Approved:

JANNET C. BENCURE

College Dean

Date: 7/10/23

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										
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 1. Percentage of first time licensure exam takers that pass the licensure exams	A1. Percentage of first time takers that passed the licensure exams	<i>Handles and teaches courses assigned</i>	61%	87.10%	5	5	5	5.00	February 2023
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs	A3. Provide support to RQAT compliance for BSME Program	<i>Follow the CMO for BSME program</i>	100%						
	PI 4. Percentage of undergraduate programs with accreditations	A4. Percentage of undergraduate programs with accreditations	<i>AACCUP Level I</i>	100%	100%	5	5	4	4.67	effective until April 2024
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	<i>Handles and teaches courses assigned</i>	34	11.75	5	5	4	4.67	2nd Sem AY 2022-2023
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline		5	5	5	4	4.67	MEng 149, MEng 116, ESci 128n, MEng 154, MEng 137

		A11 . 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		9	5	5	4	4.67	ESci 128n
		A12 . Number of trainings attended related to instruction	Attend mandated trainings	1	1	5	5	4	4.67	TAPHED
		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught		6	5	5	5	5.00	MEng 149, MEng 116, MEng 154, MEng 137
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab		13	5	5	5	5.00	MEng 149, MEng 116, MEng 154, MEng 137
		A15 . Number of lab reports and term papers checked and graded	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	5	5	5	5	4	4.67	BSM students
		A17 . Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	4	3	5	5	4	4.67	ME Project
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	9	5	5	5	4	4.67	ME Project
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	18	20	5	5	4	4.67	BSM students
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO							
		A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
	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							
		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, problems sets, etc.	5	19	5	5	4	4.67	2nd Sem AY 2022-2023


		A 23 : Number of on-line course were reviewed by TRP & edited by MMDC editor	Submits the course were duly reviewed by TRP for editing by MMDC editor							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	5	5	5	5	4	4.67	ESci 128n, MEng 137, MEng 154, MEng 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							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	1	3	5	5	4	4.67	
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
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	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	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	1						
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>								
	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							
		<i>In int'l fora/conferences</i>		1						
		<i>In nat'l/regional fora/conferences</i>		1						
	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	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							
	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	15						
	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	Implements duly approved extension projects							
	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	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	Research Mentoring	Research Mentor		1	1	5	5	4	4.67	VSUIHS
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons		1						
		Convenor/Organizer								
	Consultancy	Consultant								


[illegible]

Average Rating (Total Over-all rating divided by 4)	4.75
Additional Points:	
Approved additional points (with copy of approval)	
FINAL RATING	4.75
ADJECTIVAL RATING	

Evaluated & Rated by:


JANNET C. BENCURE
 College Dean, CET
 Date: 7/10/23

Recommending Approval


JANNET C. BENCURE
 College Dean, CET
 Date: 7/10/23

Comments & Recommendations for Development Purpose:

Congratulations on completing MS degree!
Time to focus on RDE activities

Approved by:


BEATRIZ S. BELONIAS
 Vice President for Academic Affairs
 Date: 7/14/23



PERFORMANCE MONITORING FORM

Name of Employee: **Engr. Ronard G. Paña**

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	Attend mandated training	1	Jan 2023	Dec 2023	June 2023	Impressive	Very Satisfactory	Attended training
2	Acts as academic adviser to students	5	Jan 2023	Dec 2023	June 2023	Impressive	Very Satisfactory	Consultation of BSME students
3	Advises, and corrects research outline and thesis/SP manuscript	13	Jan 2023	Dec 2023	June 2023	Impressive	Very Satisfactory	SRC to students taking ME Project
4	Entertains students consulting on subject taught, thesis and grades	18	Jan 2023	Dec 2023	June 2023	Impressive	Very Satisfactory	Consultation of BSME students
5	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	Jan 2023	Dec 2023	June 2023	Impressive	Very Satisfactory	Exceeds target preparation of assessment tools
6	Creates virtual classroom using either Moodle or Google Classroom	5	Jan 2023	Dec 2023	June 2023	Impressive	Very Satisfactory	Created virtual classrooms
7	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	1	Jan 2023	Dec 2023	June 2023	Impressive	Very Satisfactory	Exceeds target linkage to industry
8	Provides the technical and expert services requested by beneficiaries	1	Jan 2023	Dec 2023	June 2023	Impressive	Very Satisfactory	Provides technical services as research mentor and evaluator
9	Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member	100%	Jan 2023	Dec 2023	June 2023	Impressive	Very Satisfactory	Complaint to ISO requirements
10	Provides customer friendly frontline services to clients	100%	Jan 2023	Dec 2023	June 2023	Impressive	Very Satisfactory	No complaint received

* Either very impressive, impressive, needs improvement, poor, very poor

** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:


JANNET C. BENCURE
Dean, CET



EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **Engr. Ronard G. Paña**
Performance Rating: Outstanding

Aim:

1. **Engr. Paña** as an effective and efficient implementor of the new OBEdized four-year degree program in Bachelor of Science in Mechanical Engineering (BSME) as provided for in the new CMO 97, s. of 2017.
2. **Engr. Paña** as an effective leader.

Proposed Interventions to Improve Performance:

Note:

Engr. Paña will be developed into an effective implementor of the new OBEdized four-year BSME Program. He will also be developed into an effective leader as he leads the Department of Mechanical Engineering.

Date: January 2023

Target Date: June 2023

First Step

- Reorientation on the Outcomes-Based Education principles, orientation of the provisions of the new Policies, Standards, and Guidelines (PSG) in the offering of the new BSME as provided for in CMO 97, s. 2017.
- Orientation on the implementation of Outcomes-Based Education for BSME curriculum

Second Step

- Send to training/workshops/seminars related to building leadership and management skills.


Results:

- Mastery on the provisions of CMO 97, s. 2017
- Mastery on the preparation of an OBTL Syllabus Course Content and Plan
- Mastery on the preparation of Table of Specifications
- Mastery on implementing the Outcome-based Education
- Improved leadership and management skills

Prepared by:


JANNET C. BENCURE
Dean, CET

Conforme:


RONARD G. PANA
Head, DME