

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Rating Period: JANUARY-JUNE 2024

Name of Faculty Member:

AL FRANJON M. VILLAROYA

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2x3)
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head (50%)		5.00 x 50% = 2.500	
b. Students (50%)		5.00 x 50% = 2.500	
TOTAL for Instruction	40%	5.00	2.000
2. Research			
a. Client/Director for Research			
b. Dept. Head/Center Director			
TOTAL for Research			
3. Extension	15%		
a. Client/Director for Extension			
b. Dept. Head/Center Director		5.00 x 15% = 0.750	0.750
TOTAL for Extension			
4. Production			
5. Administration/Other Services	45%	5.00 x 45% = 2.250	2.250
TOTAL	100%		5.000

EQUIVALENT NUMERICAL RATING: 5.000

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 5.000

ADJECTIVAL RATING:

**OUTSTANDING**

Prepared by:

AL FRANJON M. VILLAROYA

Name of Faculty

Reviewed by:

**ABSTAIN**

Department Head

Recommending Approval:

GLENN G. PAJARES

Dean, CAS

Approved by:


ROTACIO S. GRAVOSO


Vice President for Academic Affairs



INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **AL FRANJON M. VILLAROYA**, a faculty member of the **DEPARTMENT OF DEPARTMENT OF PHILOSOPHY & SOCIAL SCIENCES** commit to the deliver and agree to be rated on the the following targets in accordance with the indicated measures for the period **January - June 2024**.

  
**AL FRANJON M. VILLAROYA**  
 Associate Professor V  
 Date: July 4, 2024

Approved:  
  
**GLENN G. PAJARES**  
 DEAN, CAS  
 Date: July 5, 2024

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target (Jan. - Dec)	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 MFO 3. Higher Education Management Services										
	PI 6: Number of programs accredited	A 1. Number of programs accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	1	1	5	5	5	5.00	COPC AB Philosophy
	PI 10: Total FTE, coordinated, implemented and monitored *	A 2. Actual Faculty's FTE	Handles and teaches courses assigned	9	17.1	5	5	5	5.00	
	PI 11: Number of new revised curricular proposals submitted	A 3. Number of new revised curricular proposals submitted	Contributes to the submission of a new revised curricular proposals	NA	9 units	5	5	5	5.00	
	PI 13: Percentage of courses offered with approved course	A 4. Percentage of courses offered with approved course syllabi	Teaches subjects with approved course syllabi	100%	100%	5	5	5	5.00	
	PI 14: Percentage of courses offered with IMs	A 5. Percentage of courses offered with approved IMs	Teaches subjects with approved IMs	30%	50%	5	5	5	5.00	
	PI 15: Number of Instructional Materials approved	A 6. Number of Instructional Materials approved	Prepares and submits IMs for review and approval	1						
	PI 16: Percentage of courses offered with final grades submitted	A 7. Percentage of courses offered with final grades submitted within the	Submits grade sheets within allowable period	100%	90%	5	5	5	5.00	
	PI 18: Percentage of courses rated atleast VS in the Teaching Performance Evaluation by Students (TPES)	A 8. Percentage of courses rated atleast VS in the Teaching Performance Evaluation by Students (TPES)		100%	100%	5	5	5	5.00	



	PI 19: Additional Outputs	A 9. 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							
	PI 19: Additional Outputs	A 10. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	6	9	5	5	5	5.00	
		A 11. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	12	18	5	5	5	5.00	
		A 12. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	3	45	5	5	5	5.00	
		A 13. Number of Student organizations advised	Advises student organizations recognized by DSO							
		A 14. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1	5	5	5	5.00	The Truth Seekers Society
					SUB-TOTAL				5.00	
<b>UMFO 3 . RESEARCH SERVICES</b>										
	PI 1: Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A 15. 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	NA					
	PI 2: Number of research outputs completed within the year *	A 16. Number of research outputs completed within the year *	Conducts and completes research project within the year	1	NA					
	PI 3: Number of research outputs presented in regional/national/ int'l fora/conferences	A 17. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences	1						
		a. International		1	NA					
		b. National		1	NA					
		c. Regional or Institutional Conferences								
	PI 4: Number of research proposal submitted	A 18. Number of research proposal submitted	Submits research proposal for review	0						
					SUB-TOTAL				NONE	
<b>UMFO 4. EXTENSION SERVICES</b>										



	PI 1: Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of facilitated and maintained	A 32. 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	1	5	5	5	5.00	DepEd Baybay City Division
	PI 2: Number of trainees weighted by the length of training	A 33. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	20	NA					
	PI 3: Number of extension programs and projects	A 34. Number of extension programs and projects		1	1	5	5	5	5.00	Capacity Building for the Teaching of AB Philosophy Program
	PI 4: Percentage of beneficiaries who rated the training course/s as	A 35. Percentage of beneficiaries who rated the training course/s as	Provides quality and relevant training courses	1	NA					
		b. National								
		c. Regional or Institutional Conferences		1	NA					
	PI 10: Number of extension activities conducted	A 41. Number of extension activities conducted	Conducts extension program activities	1	NA					
					SUB-TOTAL				5.00	
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
	<b>OVPI MFO 1. Faculty Development Services</b>									
	PI 7: Number of trainings, seminars, and conferences attended	A 50. Number of training, seminars, and conferences attended (international, national, regional/institutional)	Attends training, seminars, and conferences attended (international, national, regional/institutional)	1	NA					
		International		1	NA					
		National		1	NA					
		Regional/Institutional								
	<b>OVPI MFO 3. Registration Services</b>									
	PI 9: Percentage of students enrolled and validated within the registration period	A 51. Percentage of students enrolled and validated within the registration period	Validates students within the registration period	90%	100%	5	5	5	5.00	
	PI 10: Number of students advised during the registration period	A 52. Number of students advised during the registration period	Acts as academic adviser	10	17	5	5	5	5.00	
	<b>OVPI MFO 4. Curricular Program Management Services</b>									
	PI 12: Number of IMs reviewed by the DIMRC	A 53. Number of IMs reviewed by the DIMRC	Submits IMs for review	2	NA					



<b>PI 13:</b> Number of course syllabi and TOS reviewed and approved	<b>A 54.</b> Number of course syllabi and TOS reviewed and approved	Submits course syllabi and TOS for approval	5	41	5	5	5	5.00	
<b>PI 21:</b> Additional outputs	<b>A 62.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	20	5	5	5	5.00	
<b>UMFO 6. GENERAL ADMINISTRATIVE AND SUPPORT SERVICES</b>									
<b>PI 1:</b> Number of departments/institutes/offices supervised	<b>A 65.</b> Number of departments/institutes/offices supervised	Acts as head of office	1	1	5	5	5	5.00	
<b>PI 2:</b> Number of management meetings conducted	<b>A 66.</b> Number of management meetings conducted	Presides departmental meetings	10	6	5	5	5	5.00	
<b>PI 3:</b> Number of committee meetings conducted	<b>A 67.</b> Number of committee meetings conducted	Acts as committee chairman	5	4	5	5	5	5.00	
<b>PI 4:</b> Number of routinary documents acted	<b>A 68.</b> Number of routinary documents acted	Signs documents	50	50	5	5	5	5.00	
<b>PI 5:</b> Number of requests acted	<b>A 69.</b> Number of requests acted	Approves requests	5	10	5	5	5	5.00	
<b>PI 6:</b> Number of memoranda prepared	<b>A 70.</b> Number of memoranda prepared	Issues memoranda	5	3	5	5	5	5.00	
<b>PI 7:</b> Percentage of IFWs submitted to OVPAA before deadline	<b>A 71.</b> Number of IFWs submitted to OVPAA before deadline	Monitors submission of IFWs before deadline	20	20	5	5	5	5.00	
<b>PI 8:</b> Percentage of Report of Actual Teaching Load submitted to OVPAA 30 days after the start of classes	<b>A 72.</b> Percentage of Report of Actual Teaching Load submitted to OVPAA 30 days after the start of classes	Monitors submission of ATL 30 days after start of classes	100%	100%	5	5	5	5.00	
<b>PI 9:</b> Percentage of submitted DTR within 20 days after the last day of the month	<b>A 73.</b> Percentage of submitted DTR within 20 days after the last day of the month	Submits DTR within 20 days after the last day of the month	100%	100%	5	5	5	5.00	
<b>PI 10:</b> Percentage of complaints, if any, addressed on time	<b>A 74.</b> Percentage of complaints, if any, addressed on time	Addresses complaints on time (if any)	100%	100%	5	5	5	5.00	
<b>PI 11:</b> Percentage of action plans implemented and monitored as scheduled	<b>A 75.</b> Percentage of action plans implemented and monitored as scheduled	Implements and monitors action plans as scheduled	100%	100%	5	5	5	5.00	
<b>PI 12:</b> Percentage of monthly accomplishment report submitted	<b>A 76.</b> Percentage of monthly accomplishment report submitted	Submits monthly accomplishment report	100%	100%	5	5	5	5.00	



	<b>PI 13:</b> Number of classroom and lab rooms constructed and renovated	<b>A 77.</b> Number of approved and implemented requests for classroom and lab rooms construction and renovation	Requests and monitors approval and implementation of requests classrooms and lab rooms construction and renovation	1						We already sent multiple requests.
	<b>PI 14:</b> Percentage budget utilization (GAA)	<b>A 78.</b> Percentage budget utilization (GAA)		100%	50%	5	5	5	5.00	
	<b>PI 15:</b> Percentage budget utilization (STF)	<b>A 79.</b> Percentage budget utilization (STF)		100%	50%	5	5	5	5.00	We don't have STF budget, but we have a higher ed budget.
	<b>PI 17:</b> Additional Outputs	<b>A 80.</b> Number of meetings attended	Attends meetings (departmental/institutional)	10	15	5	5	5	5.00	
		<b>A 81.</b> 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	1	2	5	5	5	5.00	Meeting procedure and posting of request(monitring)
									5.00	
				SUB-TOTAL						

Average Rating (Total Over-all rating divided by number of entries)

Additional Points:

Approved Additional points (with copy of approval)

FINAL RATING

ADJECTIVAL RATING

### Comments & Recommendations for Development Purpose:

*Continue to be productive and accomplish all targets set for the year*

Evaluated & Rated by:

*AL FRANJON*

**AL FRANJON M. VILLAROYA**

Department Head

Date:

Recommending Approval

**GLENN G. PAJARES**

Dean, College of Arts and Sciences

Date: *July 5, 2024*

*Rotacio S. Gravoso*

**ROTACIO S. GRAVOSO**

Vice President for Academic Affairs

Date:





**TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING**

First Semester SY 2023-2024

Name of faculty: VILLAROYA, AL FRANJON M.  
Department: Dept. of Philosophy and Social Sciences  
College: College of Arts and Sciences

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Num.	Adjec.	
Phlo 106	HISTORY OF WESTERN PHILOSOPHY III	LEC	5.00	Outstanding	100.0%
Phlo 102	HISTORY OF WESTERN PHILOSOPHY 1	LEC	5.00	Outstanding	100.0%
Phlo 11	ETHICS	LEC	5.00	Outstanding	100.0%
Phlo 11	ETHICS	LEC	5.00	Outstanding	100.0%
Average Rating			5.00	Outstanding	100.00%

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

Legend:

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory (S)

3.50 – 4.49 Very Satisfactory (VS)

4.50 – 5.00 Outstanding (O)

Prepared by:

VANESSA M. NAZAL  
TPES in-Charge  
Date: May 03, 2024

Attested by:

MA. RACHEL KIM L. AURE  
Director, Instruction and Evaluation  
Date: May 03, 2024

Received by:

VILLAROYA, AL FRANJON M.  
Name and Signature of Faculty  
Date: MAY 20, 2024  
Distribution of copies: ODIE, College, Department, Faculty



## PERFORMANCE MONITORING & COACHING JOURNAL

✓	1st	Q U A R T E R
✓	2nd	
	3rd	
	4th	

Name of Office: Dept. of Philosophy & Social Sciences

Head of Office: Al Franjon M. Villaroya

Number of Personnel: 27 (15 regular faculty & staff; 11 part-time faculty; 1 job order admin staff)


Activity Monitoring	MECHANISM			Remarks	
	Meeting		Memo		Others (Pls. specify)
	One-on-One	Group			
<b>Monitoring</b>  The monitoring of faculty was done through classroom observations conducted during the 2 <sup>nd</sup> semester, SY 2023-2024.		The Department Head together with a DPC member conducted the classroom observations and conducted meetings relative thereto.			Faculty and staff attendance are monitored through biometrics and logbook. They reminded to use appropriate teaching strategies and classroom management to improve performance in instruction.
<b>Coaching</b>  <b>Rose C. Capulla</b>	Ms. Capulla was called to explain her reaction to the TPES results in the 1st semester Sy 2023-2024.  Ms. Capulla mentioned that the TPES result was mainly because of the				The faculty concerned was informed of the TPES results of the 1 <sup>st</sup> semester, SY 2023-2024 and was given advice and reminders.




	<p>challenges that she encountered recently and did not mention those because some are too personal.</p> <p><i>The Head advised Ms. Rose Capulla to introspect on her challenges, looking at it as a motivation to give extra effort in instruction. Additionally, there is a recognized need to enhance classroom policies and management, to have better TPES results.</i></p>				
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*Note: Please indicate the date in the appropriate box when the monitoring was conducted.*

Conducted by:

  
AL FRANCON M. VILLAROYA  
 Immediate Supervisor

Noted by:

  
GLENN G. PAJARES  
 Next Higher Supervisor



**“Exhibit H”**

## TRACKING TOOL FOR MONITORING TARGETS

(January-June 2024)

Major Final Output/ Performance Indicator	TASK	ASSIGNED TO	DURATION	TASK STATUS			REMARKS
				Jan- March 2024	April- June 2024		
MFO 2. Higher Education Services							
PI 1. Number of FTE coordinated and implemented	Teaches GE and AB Philo courses/subjects	Ms. Mary Ann G. Cobico Dr. Rose Capulla Dr. Jerry D. Imbong Mr. Al Franjon M. Villaroya Ms. Bethlehem A. Ponce Ms. Angelie Genotiva Mr. Errol Fernandez Dr. Guiraldo C. Fernandez, Jr. Mr. Dean Ruffel Flandez Mr. Aldrin Palermo Mr. John Martin Diao Ms. Ianvie Norean Miaga Ms. Alaina Larrazabal Dr. Glenn Pajares Dr. Max Teody Quimilat  <u>Part-timers</u> Boja, Kizzy Mae Cañezo, Xaviery Ric Lina, Kim Brian Rodriguez, Gerry Taripe, Elromer Torrente, Rhonah Rose Tripoli, Amor May Bargamento, Enrico Abelardo, Gella Mae Amigo, Jim Rhodel	January-June 2024	/	/		Actual accomplishments exceeded the targets
			February-May 2024	✓	✓		



		Manacpo, Nicole Ivy					
PI 4. Student Advising and Consultation Services Coordinated	Assists students through academic advising to college students	Mr. Al Franjon Villaroya Dr. Glenn Pajares Mr. John Martin Diao Dr. Guiraldo Fernandez, Jr. Dt. Jerry Imbong	January-May 2024	✓	✓		The faculty provided interventions for the improvement of the students' performance
PI 5. Number of instructional materials developed/revised and utilized	Develops/revises instructional materials (Syllabus and Table of Specifications)	All faculty members	January-May 2024	✓	✓		Followed the format prescribed by the university
PI 6. Number of grade sheets submitted on prescribed period	Assesses students and submits grades to measure students' performance	All Faculty Members	May 2024		✓		Due for submission at the end of semester
<b>MFO3. Research Services</b>							
PL2. Number of Articles Published in Peer Reviewed Journal	Submits articles for publication	Dr. Jerry D. Imbong Dr. Guiraldo C. Fernandez, Jr.			✓		Published in international and national/local peer-reviewed journals
<b>MFO5. Extension Services</b>							
PI 5. Number of Extension Projects Conducted	Serves as project leader and component leaders	Mr. Errol Fernandez Mr. Al Franjon Villaroya Mr. John Martin Diao Dr. Bethlehem Ponce Ms. Angelie Genotiva Mr. Dean Ruffel Flandez Dr. Rose Capulla Dr. Guiraldo C. Fernandez	January-June 2024	✓	✓		1. Capacity Building of Intro to Philosophy of the Human Person 2. Saving Minamanwa: An Initiative to Preserve Minamanwa and the Mamanwa Indigenous Knowledge System and Practices 3. Digital Storytelling for Primary Level (Project Digital World)
<b>MFO 5. Support to Operations</b>	Participates in all activities conducted by the department, college and the university	Faculty and Staff	January-June 2024	✓	✓		Participated actively in all activities
PI 4. Number of in-house seminars/trainings/workshops/reviews conducted/attended	Attends/participates to trainings	Dr. Jerry Imbong Ms. Ianvie Noreen Miaga Mr. John Martin Diao Mr. Beljun Enaya	January-June 2024	✓	✓		Faculty and staff actively participated in



	Performs other functions assigned by the head, dean and the university	Faculty and Staff	January-June 2024	✓	✓		Performed other functions duly assigned to the faculty and staff
<b>MFO 6. General Administration and Support Services (GASS)</b>							
PI 1. Number of rooms, and surroundings maintained/cleaned	Supervises in the maintenance of building facilities; cleans dept classrooms and surroundings	Mr. Aldrin Palermo Mr. Cirilo Alipar, Jr.	January-June 2024	✓	✓		
PI 3. Number of hours spent on monitoring	Spends one (1) hour per week or 40 hours per year in monitoring on in logging in/out, and on classes handled by DPSS faculty".	Dr. Al Franjon Villaroya DPC Members	January-June 2024	✓	✓		
PI 4. Number of hours spent on coaching	Spends 1 hour per month or 5 hours per year in coaching (by individual/group)	Dr. Al Franjon M. Villaroya	January-May 2024	✓	✓		
	Conducts regular meeting with DLABS staff/faculty at least six (6) times a year	Dr. Al Franjon M. Villaroya	January-June 2024	✓	✓		
PI 5. Number of hours spent on performance tracking	Assigns the faculty members faculty workload and/or work assignments	Dr. Al Franjon M. Villaroya	January 2024	✓			
PI 7. Number of documents attended and served	Signs and approves request letter, grade sheets, syllabi, and other pertinent documents	Dr. Al Franjon M. Villaroya	January-June 2024	✓	✓		
PI 8. Zero percent complaint from client served	Zero complaints from clients served	All Faculty and Staff	January-June 2024	✓	✓		no valid complaints
PI 9. Number of applicants screened and recommended	Screens and recommends applicants for 2 <sup>nd</sup> sem 2023-2024	Head & Department Personnel Committee	January 2024	✓			
<b>P9 Additional Outputs</b>							
Number of documents prepared and submitted on time	Preparation and submission of office requests and recommendations, faculty workload reports, Daily Time Record (DTR), leave	Administrative Staff	January-June 2024	✓	✓		Actual accomplishments meets targets



	application, cash advance and reimbursement, procurement, contracts, appointments, payroll, class roster, grade sheet, and other documents.						
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Prepared by:

  
**AL FRANJON M. VILLAROYA**  
Department Head



## Exhibit I

**PERFORMANCE MONITORING FORM**Name of Employee: Al Franjon M. Villaroya

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	Teach subject (Phlo 11, Phlo, Phlo 102, Phlo 106 )	Will provide attendance sheets of assigned classes, midterm and final grade sheets per course, and achieve an outstanding result in students' performance evaluation	January 2024	May 2024 2024	May 2024 2024	Impressive	Outstanding	
2	Conducts Class Observation of all DPSS faculty	Class Observation	March 2024	April 2024	March & April 2024	Impressive	Outstanding	
3	Assist students' concerns through students' consultation	Will improve students' performance	January 2024	May 2024	Within the rating period	Impressive	Outstanding	
4	Class preparation	Will prepare visual aids, quizzes, and activities	January 2024	May 2024	Within the rating period	Impressive	Outstanding	
5	Submission of midterm grades and final grades	Grades will be submitted to the university registrar	May 2024	May 2024	May 2024	Impressive	Outstanding	
6	Participate in all activities conducted by the department, college and the university	Attendance sheet; will present certificates if possible	January 2024	May 2024	Within the rating period	Impressive	Outstanding	
7	Conducts department and DPC meetings	Attendance sheets; minutes of meetings	January-May 2024	January-May 2024	Monthly	Impressive	Outstanding	
8	Perform other functions assigned by the college dean		January-June 2024	Within the rating period	Within the rating period	Impressive	Outstanding	

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

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

Prepared by:

**GLENN G. PAJARES**  
College Dean



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Al Franjon M. Villaroya

Performance Rating:

Aim: To continue in research or extension projects and improve teaching strategies

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

Date: July 2024

Target Date: December 2024

First Step:

- a) Required him to be involved in research and/or extension projects
- b) Perform the roles and responsibilities assigned by the College Dean and University President.

Result:

1. He is being appointed as Head of DPSS and component leader in an Extension project entitled " Faculty Training and Workshop for Teaching of the Introduction to the Philosophy of the Human Person."
2. Conducted meetings and attended pieces of training concerning the offering of the AB Philosophy program's progress.

Date: January 2025

Target Date: End of Dec 2025

Next Step:

He was advised to focus and finish his Doctoral.


Outcome: NA

Final Step/Recommendation: NA

Prepared by:

GLENN G. PAJARES  
Dean

Conforme:

  
AL FRANJON M. VILLAROYA  
Employee [Faculty]