

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS


Name of Faculty Member: CHERYL C. BATISTEL

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
Head/Dean (50%)		4.93 x50%= 2.45	
Students (50%)		4.60 x50%= 2.30	
Total for Instruction	90%	4.75	4.275
2. Research			
Client/Dir. for Research (50%)			
Dept. Head/Center Director (50%)			
Total for Research	5%	5.00	0.25
3. Extension			
Client/Dir. for Extension (50%)			
Dept Head/Center Director (50%)			
Total for Extension	5%	5.00	0.25
4. Administration			
5. Production			
TOTAL	100%		4.775

EQUIVALENT NUMERICAL RATING: 4.775
 Add: Additional Points, if any: none
 TOTAL NUMERICAL RATING: 4.775

ADJECTIVAL RATING:

OUTSTANDING



CHERYL C. BATISTEL
 Name of Faculty


ANALYN M. MAZO
 Department Head

Recommending Approval:



MA. THERESA P. LORETO
 Dean/Director

Approved:



BEATRIZ S. BELONIAS
 Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Cheryl C. Batistel, a faculty member of the DEPARTMENT OF BIOLOGICAL SCIENCES commit to the deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period July- December2023.


CHERYL C. BATISTEL
 Assistant Professor IV
 Date: 1/18/24

Approved:
ANALYN M. MAZO
 Department Head
 Date: 1/23/24


MA. THERESA P. LORETO
 College Dean
 Date: JAN 23 2024

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 coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned							
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							

	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							
		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.							
		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							
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							
	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							
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	20	20.55	5	5	5	5.00	Handled and taught classes in Ecol 183 lec and lab, Biol 198 lec, ScTS 11b (2 sections)
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	5	5	5	5	5.00	Prepared and submitted gradesheets of courses handled

		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	5	5	4	4.67	Submitted INC form with grade of Terana
		A12. Number of trainings attended related to instruction	Attend mandated trainings	1	1	5	5	5	5.00	Attended the mandatory Faculty Onboarding Training
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	10	19	5	5	5	5.00	Administered and checked long examination for subjects taught
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	30 (if per quiz or assessments)	21	5	5	5	5.00	Prepared and checked quizzes for lec and lab for subjects taught
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	6	6	5	5	4	4.67	Checked 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	7	5	5	5	5.00	Acted as academic adviser for BSBio
		A17. Number of students advised on thesis/ field practice/special problem:								
		As Thesis Adviser		2	6	5	5	5	5.00	Served as Thesis Adviser of Cabagnot, Jumawid, Enales, Gilardo, Corona and Omega
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	3	1	5	5	4	4.67	Advised and corrected the research outlines and thesis manuscript of Asis
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	3	1	5	5	4	4.67	Advised and corrected the research outlines and thesis manuscripts of Babilonia
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	30	35	5	5	5	5.00	Entertained students consulting on subjects taught, thesis, grades and shifting requirements/ concerns
	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	1	3	5	5	5	5.00	Prepared Instructional module/laboratory guide in Ecol 142 Lab
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10	14	5	5	5	5.00	Prepared PowerPoint presentations, video clips, reading assignments for the courses taught
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	30	40	5	5	5	5.00	Prepared assessment tools such as long exams, practical exams, and quizzes
		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							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	4	5	5	5	5.00	Manages and maintains VSUEE page of Ecol 142, Bio 11, Ecol 172, and EaSc 106
	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	5	5	5	5.00	Prepared documents for the PSV of BSMB, Area II (Faculty)
		Agency/firm/Industry linkages (Department Student Internship Coordinator)	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
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	5	5	5	5.00	Conducted research under TrEcH project, component Soil and Water Quality Monitoring and Pollution Assessment
	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							
	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							
		<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 fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific for a/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	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		3	5	5	5	5.00	Served as reviewer of two manuscripts submitted for publication in the Science and Humanities journal and one manuscript submitted in the Annals of Tropical Research
		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	1	1	5	5	5	5.00	On-going partnership with TrEch partners (LGU Baybay, University of Maryland, UP-Diliman)
	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							
	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 services	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							

	Research Mentoring	Research Mentor								
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant								
	Evaluator	Evaluator								
	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 implementation							
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *								
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
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 under ISO 9001:2015*	A 44. Compliance to all requirements of the QMS 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							
		On program accreditations								
		On institutional accreditations								

UMFO 6. General Admin. & Support Services									
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients						
	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						
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal						
	Total Over-all Rating							98.67	
	Average Rating							4.93	
	Adjectival Rating							Outstanding	

Comments & Recommendations for Development Purpose:
Submit research proposals to potential funding agencies

Evaluated & Rated by:

mar
ANALYN M. MAZO
Head, DBS
Date: *1/23/2024*

Recommending Approval

mtplncto
MA. THERESA P. LORETO
Dean, CAS
Date: *JAN 23 2024*

Approved by:

kyi
BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: *01/23/24*

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Cheryl C. Batistel
Performance Rating: Outstanding

Aim: Conduct more research

Proposed Interventions to Improve Performance

Date: July 2023

Target Date: December 2023

First Step:

Identify research area and develop proposal

Result:

Draft proposal

Date: January 2024

Target Date: December 2024

Next Step:


Revise proposal

Outcome:


Submit final draft to possible funding agency

Final Step/Recommendation:

Prepared by:


ANALYN M. MAZO
Unit Head

Conforme:


CHERYL C. BATISTEL
Assitant Prof. IV