

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Engr. Marcelo T. Abrera, Jr.

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.42	
b. Students (50%)		2.18	
TOTAL for Instruction	80%	4.60	3.68
2. Research	0%	0.00	0.00
3. Extension	5%	5.00	0.25
4. Administration & Support to Operation	15%	4.98	0.75
5. Production	0%	0.00	0.00
TOTAL			4.67

\*Instructor I - July 1, 2023 - December 31, 2023


EQUIVALENT NUMERICAL RATING: 4.67

Add: Additional Points, if any:


TOTAL NUMERICAL RATING: 4.67

ADJECTIVAL RATING: Outstanding


Prepared by:

  
MARCELO T. ABRERA, JR.  
Instructor I

Reviewed by:

  
EPIFANIA G. LORETO  
Head, DGE

Recommending Approval:

  
JANNET C. BENCURE  
Dean, CET

Approved:

  
BEATRIZ S. BELONIAS  
Vice President for Academic Affairs



**VISAYAS**  
STATE UNIVERSITY




DEPARTMENT OF  
**CIVIL ENGINEERING**


"Exhibit B"


**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)**

I, MARCELO T. ABRERA, JR., a faculty member of the DEPARTMENT OF CIVIL ENGINEERING commits to deliver and agree to be rated on the attainment of the following targets with accomplishments in accordance with the indicated measures for **July 1, 2023-December 31, 2023**.

Approved:

  
**MARCELO T. ABRERA, JR.**  
Instructor  
Date: Jan. 23, 2024

  
**EPIFANIA G. LORETO**  
Department Head  
Date: Jan. 23, 2024

  
**JANNET C. BENCURE**  
Dean, CET  
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										
OVPAAs MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FT	Handles subjects/courses assigned							

	<b>PI 8:</b> Number of graduate students advised *	<b>A2.</b> Number of students advised	Acts as academic adviser to graduate students							
		<b>A3 .</b> <i>Number of students advised on thesis/special problem/dissertation</i>								
		<i>As GAC Chairman</i>	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		<i>AS GAC Member</i>	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		<b>A4 .</b> <i>Number of students entertained for consultation purposes</i>	<i>Entertains students seeking consultation with faculty</i>							
	<b>PI 9:</b> Number of instructional materials developed *	<b>A5 .</b> <i>Number of on-line ready coursewares developed and submitted for review</i>	<i>Converts the existing instructional materials into flexible learning systems</i>							



		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							

		<i>A 7 : Number of virtual classroom created and operational</i>	<i>Creates virtual classroom using either Moddle or Google Classroom</i>							
	<i><b>PI 10</b> . Additional outputs:</i>	<i><u>A 8. Other outputs implementing the new normal due to covid 19</u></i>	<i>Designs experiential learning activities and other outputs to implement new normal</i>							
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>										
<b>OVPAAs UMFO 3. Higher Education Management Services</b>										
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FT	<i>Handles and teaches courses assigned</i>	40	37.80	5	5	5	5	42.60 2nd Sem, AY 2022-2023 (CEnS 153, CEng 142n, CEng 149) 37.80 1st Sem, AY 2023-2024 (CEng 135, CEnS 152)
		<b>A10.</b> Number of grade sheets submitted within prescribed period	<i>Prepares gradesheet and submits on or before deadline</i>	4	3	5	5	5	5	(3) 2nd Sem, AY 2022-2023 (CEnS 153, CEng 142n (2), CEng 149) (3) 1st Sem, AY 2023-2024 (1CEnS 152, 2CEng 135)

		<b>A11</b> . 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	5	19	5	5	4	4.7	CEng 149, CEng 142n, CEng 135
		<b>A12</b> . Number of trainings attended related to instruction	Attend mandated trainings	4	4	4	5	5	4.7	
		<b>A13</b> . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	8	5	5	4	4.7	CEnS 152 & CEng 135
		<b>A14</b> . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	8	18	5	5	4	4.7	CEnS 152 & CEng 135
		<b>A15</b> . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	1	1	4	5	5	4.7	Program write up
	<b>PI 8:</b> Number of students advised: *	<b>A16</b> . Number of students advised:	Acts as academic adviser to students	35	42	5	5	5	5	BSCE



		<b>A17</b> . Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	3						Accomplished Jan-June 2023
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	3						Accomplished Jan-June 2023
		<b>A18</b> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	40	54	5	5	5	5	Academic advisee, CE Projects and OJT advisees
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19</b> . Number of Student organizations advised	Advises student organizations recognized by USOO							
		<b>A20</b> . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							

	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21 :</b> Number of instructional materials were developed and submitted :	Prepares and submits for review by the Technical Review Panel							
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	2	2	5	5	4	4.7	CEng 135, CEnS 152
		<i>Flexible Instructional Materials</i>	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	2	2	5	5	4	4.7	CEng 135, CEnS 152
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	10	5	5	4	4.7	
		<b>A 23 :</b> 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	2	2	5	5	5	5	



		<b>A 24 :</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	2	2	5	5	5	5	
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> 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	
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	1	1	5	5	5	5	
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 3 . RESEARCH SERVICES</b>										

	<b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	<b>A27.</b> 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							
	<b>PI 2.</b> Number of research outputs completed within the year *	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research project within the year							
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29.</b> 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>								
	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences							
		<i>In int'l fora/conferences</i>								

		<i>In nat'l/regional fora/conferences</i>								
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)								
		<b>A 33.</b> 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							
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							



		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
<b>UMFO 4. EXTENSION SERVICES</b>										
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> 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							
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	1						None within the evaluation period
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implementes duly approved extension projects	1						None within the evaluation period

	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> 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							
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	<i>Research Mentoring</i>	<i>Research Mentor</i>								
	<i>Peer reviewers/Panelists</i>	<i>Peer reviewers/Panelists</i>								
	<i>Resource Persons</i>	<i>Resource Persons</i>								
	<i>Convenor/Organizer</i>	<i>Convenor/Organizer</i>								
	<i>Consultancy</i>	<i>Consultant</i>		1	1	5	5	5	5	
	<i>Evaluator</i>	<i>Evaluator</i>		1	1	5	5	5	5	
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	50%						None within the evaluation period

	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extn. conducted by faculty or student & faculty) *								
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
<b>OVPA MFO 4. Program and Institutional Accreditation Services</b>										
	<b>PI 8.</b> 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*	<b>A 44.</b> 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	zero non-conformity	zero non conformity	5	5	5	5	



		<b>A 45.</b> 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		100% compliant	100% compliant	5	5	5	5	
		On institutional accreditations								
<b>UMFO 6. General Admin. &amp; Support Services (GASS)</b>										
	<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint	Zero % complaint	5	5	5	5	
	<b>PI 3:</b> Additional Outputs	<b>A 47.</b> Number of Administrative/ financial documents acted		40	165	5	5	5	5	
		<b>A 48.</b> Number of Offices and personnel supervised and monitored		4	4	5	5	5	5	

		<b>A 49.</b> Number of Administrative and management meetings chaired		5	11	5	5	5	5	
		<b>A 50.</b> Number of external agencies with direct linkages		1	1	5	5	5	5	
		<b>A 51.</b> Number of ISO-aligned documents for at least 1 core process		1	1	5	5	5	5	
		<b>A 52.</b> Number of best practices/ innovations implemented		1	1	5	5	5	5	
		<b>A 53.</b> Number of new infrastructure projects monitored and inspected		2	2	5	5	5	5	
		<b>A 54.</b> Number of infrastructure plans executed		2	3	5	5	5	5	
		<b>A 55.</b> Number of systematic documentations of project and report progress		2	2	5	5	5	5	

		<b>A 56.</b> Number of Site Development Plans Created		4	3	5	5	5	5	
		<b>A 57.</b> Number of Detailed Engineering Designs Created		4	3	5	5	5	5	
		<b>A 58.</b> Number of Project Cost Estimate Created		4	3	5	5	5	5	
		<b>A 59.</b> Number of Project Proposal DPWH concurrence facilitated		4	3	5	5	5	5	
		<b>A 60.</b> Number of Project Proposal Geo-Hazard Certificate facilitated		4	3	5	5	5	5	
		<b>A 61.</b> Number of Project re-design addressed		2	2	5	5	5	5	
		<b>A 62.</b> Number of Program of Works Created		4	2	5	5	5	5	
		<b>A 63.</b> Number of Technical Specifications Created		4	2	5	4	5	4.7	



		<b>A 64.</b> Number of Project Development Consultations with end-users facilitated		4	2	5	5	5	5	
	<b>Number of Performance Indicators Filled-up</b>					41				
	<b>Total Over-all Rating</b>					192.00				
	<b>Average Rating</b>					4.83				
	<b>Adjectival Rating</b>					O				

Average Rating (Total Over-all rating divided by 4)			4.83
Additional Points:			
Approved Additional points (with copy of			
FINAL RATING			4.83
ADJECTIVAL RATING			OUTSTANDING

Comments and Recommendations for Development Purposes:

*He must finish his  
Ms degree*

Evaluated & Rated by:

*Ef. Loreto*  
**EPIFANIA G. LORETO**  
Department Head  
Date: *Jan. 23, 2024*

Recommending Approval:

*Janet C. Bencure*  
**JANNET C. BENCURE**  
Dean, CET  
Date: *Jan. 23, 2024*

Approved by:

*Beatriz S. Belonias*  
**BEATRIZ S. BELONIAS**  
Vice President for Academic Affairs  
Date: *Jan 27, 2024*

*Dilberto O. Ferraren*  
**DILBERTO O. FERRAREN**  
Vice President for Planning, Resource  
Generation and Auxiliary Services  
Date: *Jan. 25, 2024*

**EMPLOYEE DEVELOPMENT PLAN**

Name of Employee: **Marcelo T. Abrera Jr.**

Performance Rating: **4.67 (Outstanding)**

**Aim:** Engr. Marcelo T. Abrera, Jr. is an effective and efficient implementer of the OBE'dized four-year BSCE degree program and the department's RDE agenda.

Proposed Interventions to Improve Performance:

Date: July 2023

Target Date: December 2023

**First Step:**

A review and re-orientation of the principles of Outcomes-Based Education, as well as the provisions of the Policies, Standards, and Guidelines, will be conducted for the offering and implementation of the revised BSCE curriculum as provided in CMO 92, s. 2017. Additionally, it is recommended for him to complete his master's degree and participate in various trainings, conferences, and conventions to enhance his competencies and qualifications.

**Result:**

The faculty has successfully created and submitted an Outcomes-Based (OBE) Teaching and Learning (OBTL) Syllabus which meets the minimum requirements of CMO 92, s. 2017 and the university. Additionally, the faculty has implemented OBE in all of their subjects.


**Outcome:**

Successful implementation of the BSCE curriculum.


**Final Step/Recommendation:**

Engr. Abrera's completion of his master's degree will make him an asset in the full implementation of the BSCE curriculum. He can contribute to the attainment of the program outcomes by participating in regular Continuous Quality Improvement initiatives and ensuring that the program continuously meets the highest standards of quality.

Prepared by:

  
**EPIFANIA G. LORETO**  
Unit Head

Conforme:

  
**MARCELO T. ABRERA JR.**  
Name of Ratee Faculty/Staff