

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS  
Jan – June 2022**

Name of Faculty Member: **Rotsen B. Labisores**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.63 x50%= 2.315	
b. Students (50%)		4.50X50%=2.25	
Total for Instruction	95%	4.565	4.33675
2. Research			
c. Client/Dir. for Research (50%)			
d. Dept. Head/Center Director (50%)			
Total for Research			
3. Extension			
c. Client/Dir. for Extension (50%)			
d. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration	5%	5	0.25
5. Production			
TOTAL			4.58675

EQUIVALENT NUMERICAL RATING: 4.5867  
Add: Additional Points, if any: 0.00  
TOTAL NUMERICAL RATING: 4.59

ADJECTIVAL RATING: **Outstanding**


Prepared by:

Reviewed by:


  
**ROTSEN B. LABISORES**  
Name of Faculty

  
**CHARLIE S. ANDAN**  
Department Head

Recommending Approval:

  
**JANNET C. BENCURE**  
Dean, CET

Approved:

  
**BEATRIZ S. BELONIAS**  
Vice President, Academic Affairs



# VISAYAS

STATE UNIVERSITY




**DEPARTMENT OF METEOROLOGY**  
 1<sup>st</sup> Floor Annex Engineering Building  
 Visca Baybay City, Leyte 6521-A  
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"Exhibit B"


## INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Engr. ROTSEN B. LABISORES, a faculty member of the DEPARTMENT OF METEOROLOGY commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JANUARY 1 - JUNE 30, 2022.

Approved:

  
**ROTSEN B. LABISORES**  
 Instructor I  
 Date: 7-15-22

  
**CHARLIE S. ANDAN**  
 Department Head  
 Date: 7-15-22

  
**JANNET C. BENCURE**  
 College Dean  
 Date: 15 July 2022

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplish-ment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Qty	Efficien- cy	Time- liness	Ave	
UMFO 1. ADVANCED EDUCATION SERVICES										NA
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							
		AS GAC Member	Advises and corrects research							



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)
						Qty	Efficiency	Time-liness	Ave	
		<u>A4. Number of students</u>	Entertains students seeking							
	<u>PI 9:</u> Number of	<u>A5. Number of on-line ready</u>	Converts the existing							
		On-line ready courseware	Prepares Instructional							
		Supplemental learning resources	Prepares Power Point							
		Assessment tools	Prepares assessment tools							
		A 6 : Number of on-line course	Submits the course ware duly							
		A 7 : Number of virtual	Creates virtual classroom using							
	<u>PI 10. Additional</u>	<u>A 8. Other outputs implementing</u>	Designs experiential learning							
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>										
<b>OVPI UMFO 3. Higher Education Management Services</b>										
	<u>PI 1.</u> Percentage of first time licensure exam takers that pass the licensure	<u>A1.</u> Percentage of first time takers that passed the licensure exams	Handles and teaches courses assigned							
	<u>PI 3.</u> Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority	<u>A3.</u> Provide support to RQAT compliance for the Program	Follow the CMO for the program							
	<u>PI 4.</u> Percentage of undergraduate programs with	<u>A4.</u> Percentage of undergraduate programs with accreditations								
	<u>PI 5:</u> Total FTE, coordinated, implemented and monitored *	<u>A9.</u> Actual Faculty's FTE	Handles and teaches courses assigned	10	13.1	5	5	5	5	ES 131; ESci 122t; ESci 122
		<u>A10.</u> Number of grade sheets submitted within prescribed	Prepares gradesheet and submits on or before deadline							
		<u>A 11.</u> 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		4	5	5	5	5	ESci 114 deferred grades last 1st Sem AY 2021-2022

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)
						Qty	Efficiency	Time-liness	Ave	
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings							
		<b>A13.</b> Number of long examinations administered and	Administers and checks long examination for subjects taught		3	5	4	4	4.33	ESci 112 - 2; ES 131 - 1
		<b>A14.</b> Number of quizzes	Prepares and checks quizzes	10	15	5	5	4	4.67	ES 131 - 5; ESci 122t -
		<b>A15.</b> Number of lab reports and term papers checked and	Checks lab reports and term papers submitted as required	3	3	4	5	5	4.67	ESci 112t Lab exercise
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic adviser to students		15	5	5	5	5	BSMet 1 students
		<b>A17.</b> Number of students advised on thesis/ field								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP							
		As SRC Member	Advises and corrects research outline and thesis/SP							
		<b>A18.</b> Number of students entertained for consultation	Entertains students consulting on subject taught, thesis and	20	22	5	5	5	5	Jarlyn Restor - Shift and LOA; Richard
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	5	5	5	5	VSU MetSoc
		<b>A20.</b> Number of Student organizations assisted on	Assists student organizations in implementing student related	1	1	5	5	5	5	VSU MetSoc
	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21 :</b> 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	2	2	5	4	4	4.33	ES 131 - Revision; ESci 122t - New
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught		20	4	5	5	4.67	ES 131 - 6 (Revision); ESci 122t - 5 (New); ESci 112 - 9 (New)



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)
						Qty	Efficiency	Time-liness	Ave	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.		15	4	5	4	4.33	ES 131 - 5; ESci 122t - 5; ESci 122 - 5
		<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							
		<b>A 24 :</b> Number of virtual classroom created and	Creates virtual classroom using either Moodle or Google		2	4	5	4	4.33	ES 131; ESci 122t;
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> Number of Additional outputs accomplished:								
		<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		3	3	4	4	3.67	ESci 122t learning tasks
		<b>A.28.</b> Number of batches of examinees proctored for VSU CAT	Validation of examinee's identity and proctoring the exam		8	5	5	5	5	May 14 - 2 batches; May 21 - 2 batches; May 28 - 2 batches;
									70	
									4.66	
<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	<b>A29.</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	<b>A 29.</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	<b>A 31.</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							
		In refereed int'l journals								
		In refereed nat'l/regional journals								

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)
						Qty	Efficiency	Time-liness	Ave	
	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l	<b>A 32.</b> 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								
		In nat'l/regional fora/conferences								
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 33.</b> Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate							
	<b>PI 6.</b> Additional	<b>A 34.</b> No. of research-related								
		<b>A 35.</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 36.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of							
		<b>A 37.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to							
<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	<b>A 38.</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	<b>A 39.</b> Number of trainees	Conducts trainings among							
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority	<b>A 40.</b> Number of extension programs/projects implemented	Implementes duly approved extension projects							
	<b>PI 4.</b> Percentage of	<b>A 41.</b> Percentage of	Provides quality and relevant							



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)
						Qty	Efficiency	Time-liness	Ave	
	<b>PI 5.</b> Number of technical/expert	<b>A 42.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by							
	Research Mentoring	Research Mentor								
	Peer	Peer reviewers/Panelists								
	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant								
	Evaluator	Evaluator								
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 43.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate							
	<b>PI 11.</b> Additional outputs *	<b>A 44.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
		<b>A 45.</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>OVPI 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	<b>A 46.</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		4	5	4	4.33	
		<b>A 47.</b> Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the	100% compliant		4	4	4	4	
		On program accreditations								


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)										
						Qty	Efficiency	Time-liness	Ave											
		On institutional accreditations																		
									8.33											
<b>UMFO 6. General Admin. &amp; Support Services (GASS)</b>																				
	<u>PI 2.</u> Zero percent	<u>A 48.</u> Customerly friendly	Provides customer friendly	Zero %	0	5	5	5	5	No complaint										
	<u>PI 3:</u> Additional	<u>A 49.</u> Number of /new initiatives	Initiates/introduces																	
		<u>A 50.</u> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other																	
									5											
	<b>Total Over-all</b>								83.33											
<table border="1" style="width: 100%;"> <tr> <td><b>Average Rating</b> (Total Over-all rating divided by 18)</td> <td><b>4.63</b></td> </tr> <tr> <td><b>Additional Points:</b></td> <td></td> </tr> <tr> <td><b>Approved additional points</b> (with copy of approval)</td> <td></td> </tr> <tr> <td><b>FINAL RATING</b></td> <td><b>4.63</b></td> </tr> <tr> <td><b>ADJECTIVAL RATING</b></td> <td><b>O</b></td> </tr> </table>											<b>Average Rating</b> (Total Over-all rating divided by 18)	<b>4.63</b>	<b>Additional Points:</b>		<b>Approved additional points</b> (with copy of approval)		<b>FINAL RATING</b>	<b>4.63</b>	<b>ADJECTIVAL RATING</b>	<b>O</b>
<b>Average Rating</b> (Total Over-all rating divided by 18)	<b>4.63</b>																			
<b>Additional Points:</b>																				
<b>Approved additional points</b> (with copy of approval)																				
<b>FINAL RATING</b>	<b>4.63</b>																			
<b>ADJECTIVAL RATING</b>	<b>O</b>																			

**Comments & Recommendations for Development Purpose:**  
*Be prompt and complete the assigned tasks on time*  
*Complete your masters degree program*


Evaluated & Rated by:

  
**CHARLIE S. ANDAN**  
 Department Head  
 Date: 7-15-22

Recommending Approval

  
**JANNET C. BENCURE**  
 College Dean, CET  
 Date: 15 July 2022

Approved by:

  
**BEATRIZ S. BELONIAS**  
 Vice President for Academic Affairs  
 Date:



**PERFORMANCE MONITORING FORM**  
January – June 2022

Name of Employee: Rotsen B. Labisores

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 subjects on:			Meets class regularly (on line); Checked students' outputs. Submit grades to the Registrar's Office	At the start of the semester	January – June 2022	After midterm & after final as set by the University Registrar	Impressive	Very Satisfactory	Should provide more hands-on activities especially in AutoCAD and allow the students to present their work to make. This will make the class discussion more encouraging and livelier.  Must submit TOS & TQ (Test Questionnaires).  Must submit grades on time
	ESci 112	CALCULUS FOR ENGINEERS I	Lec							
	ES 131	ATMOSPHERIC PHYSICS	Lec							
	ESci 122t	ENGINEERING GRAPHICS	Lec & Lab ( 2 sections)							
2	Attends department organized meeting.			Attendance during meeting	Monthly	As scheduled	Every first Tuesday of the month and as scheduled	Very Impressive	Outstanding	Actively participating in the discussion during the meeting.
3	Student advising			Advised students especially academic advisees & also other students needing advice	Within the semester	Within the semester	Within the semester	Very Impressive	Very Satisfactory	Pro-active in addressing students' concerns
4	Develops Instructional Materials. of the subjects to teach in the semester for flexible learning			Instructional materials available to students	Before the start of regular classes and within	January – June 2022	Within the semester	Very Impressive	Very Satisfactory	Very resourceful in developing IM's



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
			the semester					
5	Participate in activities of the department, college and university	Attendance to the activities	Within the semester	As scheduled	As scheduled	Very Impressive	Outstanding	None
6	Function as the Health Coordinator of the Department	Monitor faculty & staff of their health status & submit reports to USHER	Within the semester	Within the semester	Within the semester	Very Impressive	Very Satisfactory	Pro-active in giving updates.
7	Enrollment focal person of the department	Advice students who have concern of their enrollment	Before the enrollment period	Enrollment period	Enrollment period	Impressive	Very Satisfactory	Pro-active in addressing students' concerns.
8	Coordinates with the university engineer on the Building Plan of the Department of Meteorology	Approved Building Plan of the Department is already submitted to the Planning office for implementation of the university	Within the semester	Within the semester	Within the semester	Needs Improvement	Satisfactory	Regularly follow up the status of the document for the implementation of the construction of the building
9	Create an inventory for all the department's equipment and instruments.	Complete inventory of the department's equipment and instruments	Within the semester	Within the semester	Within the semester	Needs Improvement	Satisfactory	Must provide regular inventory update

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

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

Prepared by:

  
CHARLIE S. ANDAN

Head, Department of Meteorology



**EMPLOYEE DEVELOPMENT PLAN**  
**January – June 2022**

Name of Employee: **Rotsen B. Labisoires**

Performance Rating: \_\_\_\_\_

**Aim:** To finish his master's degree in Meteorology in compliance to VSU Rules and Regulations and CHED Minimum Requirements and to be an effective implementer of the new OBEdized four (4) year BSMet degree program.

**Proposed Interventions to Improve Performance:**

**Date:** January 2022

**Target Date:** December 2022

**First Step:**

- Constant updates of the status of completion of his MS Meteorology thesis and make plans for possible interventions and assistance.
- Re-orientation on the Outcomes-Based Education principles, provisions of the new Policies, Standards, and Guidelines in the offering of the BSMet curriculum
- Monitoring and coaching on the performance of the faculty member to his committed outputs as reflected on his IPCR.
- To recommend for conferences, conventions, seminars and trainings aligned to his field of specialization to further strengthen his competencies and qualifications.

**Results:**

- Still working with his thesis for defense but was unable to finish due to high teaching load assigned.
- Prepared and submitted approved Outcomes-Based Teaching and Learning (OBTL) Syllabi of his assigned courses for the second semester SY 2021-2022 and first semester SY 2022-2023.
- Performed his duties and responsibilities as faculty of the Department of Meteorology.

**Next Step:**

- Require the faculty to communicate with IESM, UP-Diliman for the completion of his MS Meteorology degree
- Reduce the teaching load of the faculty member to be able to have time to work and finish his thesis
- Continue monitoring of his accomplishments and performance to his committed outputs as reflected in his IPCR
- Organize a department-based workshop on writing Extension and Research proposals to strengthen the Department's RDE
- To continue to recommend the faculty member to attend relevant trainings and seminars aligned to his field of specialization



**Outcomes:**

- Mr. Labisores as MS Meteorology degree holder to strengthen the Department Faculty Qualifications and the RDE Implementation
- Program compliance to accreditation
- Continuously perform his duties and responsibilities
- Draft and submit extension and research proposals aligned to his field of specialization
- Be able to attend relevant trainings and seminars aligned to his field of specialization

**Final Steps / Recommendations:**


- After finishing his MS Meteorology degree, Mr. Labisores will be encouraged to implement the Department's RDE Agenda. The DME Faculty Development Plan will also be revisited to align the schedule to pursue his study for the Degree of PhD in Climatology.

Prepared by:

  
**CHARLIE S. ANDAN**

Head, Department of Meteorology

Conforme:

  
**ROTSEN B. LABISOIRES**

Faculty