SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: SENONA A. CESAR

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.96 x50% = 2.48	
b. Students (50%)		4.69 x50%= 2.335	
Total for Instruction	80%	4.815	3.852
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	20%	5.0	1.0
3. Extension			
a. Client/Dir. For Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%		4.852

EQUIVALENT NUMERICAL RATING: 4.852
Add: Additional Points, if any: none
TOTAL NUMERICAL RATING: 4.852

ADJECTIVAL RATING: **OUTSTANDING**

SENONA A. CESAR
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, SENONA A. CESAR, a faculty member of the DEPARTMENT OF BIOLOGICAL SCIENCES commit to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period January-June 2023.

SENONA A. CESAR
Assoc Prof V
Date: July 25, 2023

Approved:

ANALYN M. MAZO
Department Head
Date:

MA. THERESA P. LORETO
College Dean
Date: JUL 2 7 2023

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	Eficiency	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							Mistola,C., Pericano
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and							
		AS GAC Member	Advises and corrects research outline and							
		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	1	2	5	5	5	5.00	
	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							

		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading							
		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 Moddle or Google Classroom							
		A4 . Number of students entertained for consultation	Entertains students seeking consultation with faculty							
	PI 10 . Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other							
		A.9. Act as GAC for Master in Education students								
		As GAC Chairman	Acts as GAC Chairman							
		AS GAC Member	Acts as GAC Member	1	2	5	5	5	5.00	

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		15	17.6	5	5	5	5.00	FTE for 2nd sem only, Handled courses in Ecol 21 lec, MarB 126 lec and lab, ScTS 11b lec, Biol 190 lec
		A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	6	6	5	5	5	5.00	submitted Grade sheets in Ecol 21, MarB 126, SCTS 11b, Biol 190
		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	12	12	5	5	5	5.00	checked long exams for courses assigned
		A14 . Number of quizzes	Prepares and checks	120	150	5	5	5	5.00	checked quizzes for
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	20	22	5	5	5	5.00	advised students on course related matters
		A17 . Number of students advised on thesis/ field practice/special problem:	thesis adviser	2	2	5	4	5	4.67	Advised and corrected Thesis manuscript as thesis Adviser

		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	2	3	5	5	5	5.00	Advised and corrected Thesis manuscript as SRC chairman
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	5	5	5	5	5	5.00	Advised and corrected Thesis manuscript as SRC chairman
		_A18_. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	150	160	5	5	5	5.00	Entertained thesis students, academic advisees, and students under subkects taught
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	2	2	5	5	5	5.00	
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	3	5	5	5	5.00	Prepared/Edited IMs in virtual classrooms of subjects taught
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	3	5	5	5	5.00	prepared PPT lecture presentations and reading assignments in courses assigned
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	10	5	5	5	5.00	prepared assessment tools in courses assigned
	A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	5	5	5	5	4	4.67	Edited/Revised virtual classrooms of subjects taught
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 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							
		In refereed int'l journals		1	submitted already					
		In refereed nat'l/regional journals								
	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 scienfic for a/conferences		1					
		In int'l fora/conferences								
		In nat'l/regional fora/conferences		2	2	5	5	5	5.00	
	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								
		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	1						
		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										
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	A 44. Compliance to all requirements of theQMS 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						
	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		100% compliant						
	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		Zero % complaint						
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								3.86
	A 48.Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal								1.5
Total Over-all Rating									84.33	
Average Rating									4.96	
Adjectival Rating								Outstanding		

Comments & Recommendations for Development Purpose: To finish phd

Evaluated & Rated by:

ANALYN M. MAZO
Department Head, DBS
Date: 7/26/2023

Recommending Approval

MA .THERESA P. LORETO
Dean, CAS
Date: JUL 2 7 2023

Approved by:

BEATRIZ S. BELONIAS
Vice President for Acadmic Affairs
Date: 7/27/23

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Senona A. Cesar
Performance Rating: Outstanding

Aim: Finish graduate studies

Proposed Interventions to Improve Performance: Come up with a timeline of activities related to dissertation

Date: Jan 2021   Target Date: December 2021

First Step:
Look for possible options to finish dissertation

Result:
Options identified

Date: July 2021   Target Date: December 2021

Next Step:

Outcome:

Working on the approval of proposal
Final Step/Recommendation:

_Should finish as soon as possible

Prepared by:

ANALYN M. MAZO
Unit Head

Conforme:

SENONA A. CESAR