

## SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: HONEYLENE V. ONGY

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.87x50% = 2.435	
b. Students (50%)		4.33x50% = 2.165	
Total for Instruction	70%	4.6	3.22
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	20%	5	1
3. Extension	10%	5	0.50
a. Client/Dir. For Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%		4.72

EQUIVALENT NUMERICAL RATING: 4.72  
 Add: Additional Points, if any: none  
 TOTAL NUMERICAL RATING: 4.72

ADJECTIVAL RATING: OUTSTANDING

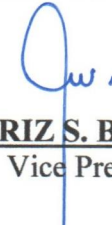
  
HONEYLENE V. ONGY  
 Name of Faculty

  
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, HONEYLENE V. ONGY, a faculty member of the DEPARTMENT OF BIOLOGICAL SCIENCES commits to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period January to June 2022

  
**HONEYLENE V. ONGY**  
 Instructor I, DBS  
 Date: 7/27/2022

Approved:  
  
**ANALYN M. MAZO**  
 Department Head  
 Date: 7/28/22

  
**MA. THERESA P. LORETO**  
 College Dean  
 Date: 7/28/2022

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)
						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	BIOL205	1.25	1.25	5	5	5	5.00	BIOL205 with 5 students
	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							
		AS GAC Member	Advises and corrects							
		A4 . Number of students entertained for consultation	Entertains students seeking consultation with faculty	1	53	5	4	5	4.67	Previous and current TREC/BIOL205 students consulting on their projects and grades.



	<b>PI 9:</b> Number of instructional materials developed *	<b>A5.</b> Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems	1	1	5	5	5	5.00	BIOL205
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	5	5	5	5.00	BIOL205
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	1	5	5	5	5.00	BIOL205
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	5	5	5	5	5.00	BIOL205 (exam, learning task, term paper, poster, lab report)
		A 6 : Number of on-line course ware reviewed by TRP & edited by	Submits the course ware duly reviewed by TRP for							
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom (TREC205)	1	1	5	5	5	5.00	BIOL205
	<b>PI 10.</b> 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	1	2	5	5	5	5.00	Lab activity on Vegetation assessment, Pamphlet project on native species
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>										
<b>OVPI UMFO 3. Higher Education Management Services</b>										
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	Ecol 21 lec and lab, MarB 18 lec and lab, Biol 200.2	15.4	15.4	5	5	5	5.00	Ecol 21 lec and lab, MarB 18 lec and lab, Biol 200.2
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	3	5	5	4	4.67	Ecol 21 lec and lab, MarB 18 lec and lab, Biol 200.2
		<b>A 11.</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	2	5	5	5	4	4.67	MarB 11 (1 student), Biol 200 (1 student), Botn 142 (2 students), Ecol 142 (1 student)
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	1	5	5	4	5	4.67	OGS On-boarding Faculty and Students; 53rd FIMFS; Webinar Series/ ITEEM 24th Founding Anniversary; Seminar on Virtual Reality to Agriculture, Land Use and Transportation Plans; PAMS 2022 Webinar Series#1: Jellyfish Science and Issues in the Philippines



	<b>A13</b> . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	5	5	5	5	5.00	Midterm and Final Exams for MarB 18 lec and lab, Ecol 21 lec and lab, BIOL205 final exam
	<b>A14</b> . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	21	5	4	5	4.67	Quizzes/ Learning Tasks for MarB 18 lec and lab, Ecol 21 lec and lab
	<b>A15</b> . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	15	18	5	5	5	5.00	Lab reports for MarB 18, Ecol 21
<b>PI 8:</b> Number of students advised: *	<b>A16</b> . Number of students advised:	Acts as academic adviser to students	2	6	5	5	4	4.67	Marc Guillen; Jezrel Gloria, Mica Rose Montajes, Derizamae Pino, Baby Jane Posas, Roshan KC Luzon
	<b>A17</b> . Number of students advised on thesis/ field practice/special problem:	As Thesis Adviser	1	3	5	5	5	5.00	Jezrel Gloria, Phil Anthony Sumabat, Tristan Dayot
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	1	2	5	4	5	4.67	Annie Marsha Abayan, Lorhyne Cabier
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript	2	8	5	5	5	5.00	Tristan Dayot; Jeremiah Laude; Nina Paulo; Phil Anthony Sumabat; Aileen Jane Salinasal; Lorhyne Cabier; Annie Marsha Abayan; Joanna Jerose Petillos
	<b>A18</b> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	5	15	5	4	5	4.67	Entertain inquiries of students under my subjects (MarB 11, Botn 142, Ecol 142n, TREC205), Advises my thesis advisee and SRC students with their thesis outline/ manuscript; Help students in their enrollment as the enrollment focal person of DBS; Advises some students who asked for suggestions or advice about their problem/concern with their studies,
<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	5.00	OBioS
	<b>A20</b> . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1	5	5	5	5.00	OBioS Meetings
<b>PI 10:</b> Number of instructional materials developed *	<b>A 21</b> : Number of on-line courseware 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	2	5	4	5	4.67	Lab manual for MarB 18 and Ecol 21

		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments	1	15	5	5	4	4.67	Created and updated powerpoint presentations, Provided links to video clips, and gave reading assignments for Ecol 21 lec and lab and MarB 18 lec and lab
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	8	5	5	5	5.00	long exams, learning tasks, assessments, lab reports, reporting (group and individual), video presentation, IEC material, critique paper
		A 23 : Number of on-line course ware reviewed by TRP & edited by	Submits the course ware duly reviewed by TRP for							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using Google Classroom for MarB18 and Ecol21 class	2	2	5	5	5	5.00	MarB 18, Ecol 21 (lec and lab combined in 1 classroom)
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and/or	1	2	5	5	5	5.00	Prepared documents (International Linkages) for Level IV
		Agency/firm/Industry linkages	Coordinates with potential firms							
		A 26. Other outputs implementing	Designs experiential learning	10	18	5	5	4	4.67	All laboratory activities and learning tasks given for MarB
<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 *	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 *	Assessment and Monitoring Of Pelagic Algae in VSU Water Resources							
	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								
		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 scientific for a/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	1	1	5	5	5	5.00	BioCAMMP
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by								
		<b>A 33.</b> Number of journal articles/scientific paper received and	Acts as peer reviewer of journal articles/scientific							
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of							
		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs							
<b>UMFO 4. EXTENSION SERVICES</b>										
	<b>PI 1.</b> Number of active partnerships with LGUs.	<b>A 36.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs.	Identifies and links with probable partners for							
	<b>PI 2.</b> Number of trainees weighted by the length of	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies							
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and	<b>A 38.</b> Number of extension programs/projects implemented	Implementes duly approved extension projects							Lake Mahagnao Study with DENR
	<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							
	Research Mentoring	Research Mentor								
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer								

	Consultancy	Consultant		1	2	5	5	4	4.67	Plant identification for Student's thesis, Lake Mahagnao Assessment (Macrophytes)
	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	1						
	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							
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>										
	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		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									
	<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				
	<b>PI 3:</b> Additional Outputs	<b>A 47.</b> Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other dents/agencies *	Initiates/introduces improvements in performing functions resulting to best practice						
		<b>A 48.</b> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal						
	<b>Total Over-all Rating</b>							146.00	
	<b>Average Rating</b>							4.87	
	<b>Adjectival Rating</b>							Outstanding	
									<b>Comments &amp; Recommendations for Development</b>
									<b>Purpose:</b> Present outputs to scientific conferences

Evaluated & Rated by:

*may*  
**ANALYN M. MAZO**

Department Head

Date: *7/27/22*

Recommending Approval

*fr may -nc*  
**MA. THERESA P. LORETO**

Dean, CAS

Date: *7/28/2022*

Approved by:

*Qu*  
**BEATRIZ S. BELONIAS**

*fr* Vice President for Academic Affairs

Date: *7-28-22*



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Honeylene V. Ongy

Performance Rating: Outstanding

Aim: To publish research outputs

Proposed Interventions to Improve Performance: To conduct research

Date: Jan 2022

Target Date: December 2022

First Step:

Continue involvement in research

Result:

Still involved in research activities

Date: \_\_\_\_\_ July \_\_\_\_\_ Target Date: September-December \_\_\_\_\_

Next Step:

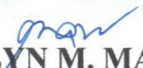
Identify publishable outputs in research

Outcome:

Come up with the research article for publication in identified research journal

Final Step/Recommendation:

Prepared by:

  
**ANALYN M. MAZO**  
Unit Head

Conforme:

  
**HONEYLENE V. ONGY**  
Instructor I