SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS
(July-December 2020)

Name of Faculty: Henry Y. Goltiano   Associate Professor V

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating [Rating x %] (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head (50%)	50%	.5 x 5 = 2.5	
b. Students (handled 2 MS subjects. In all subjects I was evaluated I rated Outstanding.)	50%	.5 x 5 = 2.5	
Total for instruction	.55	5	2.75
2. Research			
a. Client/Dir. For Research (50%)			
b. CAFS Dean/Center Director (50%)			
Total for Research	.15	4.89	0.73
3. Extension			
a. Client/Dir. For Extension (50%)			
b. Dept. Head/Center Director			
Total for Extension	.05	5.00	0.25
4. Administration	.25	5	1.25
5. Production			
TOTAL			4.98

EQUIVALENT NUMBERICAL RATING:
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: **4.98**
ADJECTIVAL RATING: **OUTSTANDING**

Prepared by: Reviewed by:

HENRY Y. GOLTIANO   **HENRY Y. GOLTIANO**
Name of Faculty   Department Head

Recommending Approval:

VICTOR B. ASIO
CAFS Dean

Approved:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

I, **HENRY Y. GOLTIANO**, of the **Department of Agricultural Education and Extension,** accomplished the following for the period **July 1 to December 31, 2020.**

HENRY Y. GOLTIANO
Associate Prof V (Ratee)
Date:_____

Approved: **VICTOR B. ASIO**
CAFS Dean
Date: _____

MFO No.	Description of MFOs/PAPs	Success/Performance Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks (Indicators in percentage should be supported w/ numerical values in numerators & denominators)
						Quality	Efficiency	Timeliness	Average	
UNFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored	**A 1.** Actual Faculty's FTE	**July-Dec 2020 (1st semester actually ran Oct 2020-Feb 2021 due to Covid19)**							
			AgEx217 Teaching farmers class	.75 (7 students)	3.75 (15 students)	5	5	5	5	15/7=214%
			AgEx246 Organizational leadership	.75 (1 students)	1.25 (5 students)	5	5	5	5	5/1= 500% In terms of targeted number of students, accomplishment exceeded by about 250%
			Untargeted: AgEx244 Evaluation in adult educn		0.25 (1 student)	5	5	5	5	
			AgDv202 Problems & issues in agriculture & rural devt		4 (16 students)	5	5	5	5	For number of courses, accomplishment also exceeded by 250%
			AgEd313 Info mgt for teaching & learning		1.25 (5 students)	5	5	5	5	
	PI 8: No. of graduate students advised	**A 2.** Number of students advised	Acts as academic adviser to graduate students	1 student	4 students	5	5	5	5	4/1=400% EGGorra, VLIlo, ABVillarta, MB Camilio
		A 3. No. of students advised on thesis/special problems/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	1stsem SY2020-21: 1	4 students	5	5	5	5	4/1=400% AC Regina, CAClava, CM Borja, RC Verano
		A 4. No. of students entertained for consultation purposes	Entertain students seeking consultation with faculty	1stsem SY2020-21: 5	10 students (online or by phone)	5	5	5	5	10/5=200%
	PI 9: No. of instructional materials developed	**A 5.** No. of online ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							
		Online ready courseware	Prepares instructional module/laboratory guide/workbook or a combination thereof	1stsem SY2020-21: 1	4					100% (AgEx217), AgEx 246, AgEx 244, AgEd 313
		Supplemental learning resources	Prepares PowerPoint presentation, video clips, movie clip[s, reading assignments depending on courses taught	1stsem SY2020-21: 10	12	5	5	5	5	12/10=1200% AgEx 217 (5), AgEx246 (2) , AgEd 313(2), AgEx244 (2)
		Assessment tools	Prepares assessment tools such as long exam,	1stsem SY2020-21: 10	96	5	5	5	5	96/10=960%

					Q1	Q2	Q3	Q4	
		quizzes, prob[...]ts, etc.							AgEx 246 (10), AgEd 313(15)
	A 6: No. of online courseware reviewed by TRP & edited by MMDC	Submits the courseware duly reviewed by TRP for editing by MMDC editor							
	A 7: No. of virtual classroom created & operational	Creates virtual classroom using either Moddle or Google Classroom	1stsem SY2020-21: 1	4	5	5	5	5	AgEx217, AgEx 246, AgEx 244, AgEd 313

UMFO 2. HIGHER EDUCATION SERVICES

OVPI UMFO 3. Higher Education Management Services

PI 5: Total FTE, coordinated, implemented & monitored	**A9:** Actual Faculty's FTE	July-Dec 2020 (1st sem actually ran from Oct 2020 to Feb 2021) AgEx141 Planning & implementing agricultural extension program/project	1.5 (10 students)	2.85 (19 students)	5	5	5	5	19/10=190%
	A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	1stsem SY2020-21: 1	1 (the 2nd gradesheet [final] will be submitted Feb 2021)	**5**	**5**	**5**	**5**	
	A11. 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	1stsem SY2020-21: 1	1	5	5	5	**5**	
	A12. Number of trainings attended related to instruction	Attend mandated trainings	1	1					**On online classes**
	A13. Number of long examinations administered & checked	Administers & checks long examination for subjects taught	1stsem SY2020-21: 1	1	5	5	5	5	
	A14. Number of quizzes administered & checked	Prepares & checks quizzes for lec & lab	1stsem SY2020-21: 2	2	5	5	5	5	
	A15. No. of lab reports & term papers checked & graded	Checks lab reports & term papers submitted as required							
PI 8: No. of students advised:*	**A16.** Number of students advised	Acts as academic adviser to students	**3**	5	5	5	5	5	
	A17. Number of students advised on thesis/field practice/special problem:								
	As Field Practice Supervisor/adviser	Advises, and corrects research outline and thesis/SP manuscript							
	As Field practice Member	Advises and corrects research outline and thesis/SP manuscript							
	A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis & grades	1stsem SY2020-21: 5	10	5	5	5	5	
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: No. of instructional materials developed*	**A 21:** No. of online courseware developed and submitted:	Prepares & submits for review by the Technical Review Panel							
	Online ready courseware	Prepares instructional module/laboratory guide/workbook or a combination thereof	1stsem SY2020-21: 1	**1**	**5**	**5**	**5**	**5**	**AgEx141**
	Supplemental learning resources	Prepares PowerPoint presentation, video clips, movie clips, reading assignments depending on course taught	1stsem SY2020-21: 5	3	5	5	5	5	
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problem sets, etc.	1stsem SY2020-21: 2	24	5	5	5	5	
	A 23. Number of online	Submits the courseware duly reviewed by TRP							

		courseware reviewed by TRP & edited by MMDC editor	for editing by ___ C editor							
		A 24. Number of virtual classrooms created & operational	Creates virtual classroom using either Moddle or Google Classroom	1	1	5	5	5	5	
	PI 11: Additional outputs	**A 25.** Number of additional outputs accomplished								
		Program accreditation/evaluation	Prepares documents and/or program profile & other materials required during program/institutional accreditation and/or evaluation	1	1	5	5	5	5	
		Agency/firm/industry linkages	Coordinates with potential firms & maintains linkages with firms willing to accept OJT students from VSU	1	1	5	5	5	5	LGU Baybay
		A 26. Other outputs implementing the new normal due to Covid 19	Designs experiential learning activities & other outputs to implement new normal	1stsem SY2020-21: 2	2	5	5	5	5	
	Average for Instruction								5	
UMFO 3. RESEARCH SERVICES										
	PI 1. Number of research outputs in the last three years utilized by the industry or by other beneficiaries*	**A 27.** No. of research outputs in the last three years utilized by the industry or by other beneficiaries*	Conducts research for possible utilization by industry or other beneficiaries	1	1	5	4	5	4.67	Findings of NGP study in Caibiran, Biliran that was presented to DENR national officials
	PI 2. No. of research outputs completed within the year	**A28.** No. of research outputs completed within the year*	Conducts & 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-referred or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication	1	1	5	5	5	5	1/1=100%
		In refereed int'l journals								
		In refereed nat'l/regional journals								
	PI 4. Number of research outputs presented in regional/nat'l/int'l for a/conferences	**A30.** No. of research outputs presented in reg'l/nat'l/int'l fora/conferences	Prepares, submits & presents research paper in scientific fora/conferences							
		In int'l fora/conferences								
		In nat'l/reg'l fora/conferences								
	PI 5. Percent of research proposals approved*	**A 31.** Percentage of research proposals prepared, submitted & approved	Prepares research proposals, submits & 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. No. of journal articles/scientific paper received & reviewed as peer-reviewer	Acts s peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper	1	5	5	5	5	5	5/1=500%
		A 34. No. of UMs submitted to ITSO, VSU	Prepares & 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 & other outputs to implement new normal							

	Average for research								4.89	
UMFO 4. EXTENSION SERVICES										
	PI 1. No. of active partnerships with LGUs, industries, NGOs, NGAs, SMEs & other stakeholders as a result of extension activities	**A 36.** No. of active partnerships w/ LGUs, industries, NGOs, NGAs, SMEs & other stakeholders facilitated & maintained	Identifies & links w/ probable partners for extension activities & maintains this active partnership	1	1	5	5	5	5	1/1=100%
	PI 2. No. of trainees weighted by the length of training	**A 37.** No. of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	PI 3. No. of extension programs organized & supported consistent with the SUC's mandated & priority programs	**A 38.** No. of extension programs/projects implemented	Implements duly approved extension projects							
	PI 4. Percentage of beneficiaries who rated the training course/s & advisory services as satisfactory or higher in terms of quality & relevance	**A 39.** Percentage of beneficiaries who rated the training course/s & advisory services as satisfactory or higher in terms of quality & relevance	Provides quality & relevant training courses & advisory services							
	PI 5. No. of technical/expert services	**A 40.** No. of technical/expert services as/in:	Provides the technical & expert services requested by beneficiaries							
	Research mentoring	*Research mentor*								
	Peer reviewer/panelist	*Peer reviewer/panelist*		1	5	5	5	5	5	5/1=500%
	Resource Person	*Resource person*								
	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 & 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 & other outputs to implement new normal							
	Average for Extension								5	
UMFO 5. SUPPORT TO OPERATIONS										
OVPI MFO 4. Program & Institutional Accreditation Services										
	PI 8. Compliance to all requirements thru the establishment, adequate implementation, maintenance & 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	5	5	5	5	100%
		A 45. Compliance to all requirements of the program & institutional	Prepares required documents & complies all requirements as prescribed in the accreditation tools		100% compliant	5	5	5	5	100%

		accreditations:							
		On program accreditations							
		On institutional accreditations							
UMFO 6. GENERAL ADMIN. & SUPPORT SERVICES									
	PI 2. Zero percent complaint from clients served	**A 46.** Customer friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint	5	5	5	5	100%
	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 practices							
		A 48. Other outputs implementing the new normal due to Covid 19	Designs administration/management related activities & other outputs to implement new normal	1	1	5	5	5	5	Requiring faculty/staff who got sick to get swab test/quarantine before reporting back to office
	Total Overall Rating				169/34				
	Average Rating				4.97				
	Adjectival Rating				Outstanding				

Comments & Recommendations for Development Purpose:

Keep up the good work

Evaluated and Rated by:

VICTOR B. ASIO
Dean, CAFS
Date:

Recommending Approval:

N/A

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date:

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Henry Y. Goltiano
Performance Rating: Outstanding

Aim: To strengthen Dr. Goltiano's capability as researcher

Proposed Interventions to Improve Performance: To provide Dr. Goltiano to have time to write research papers for publication

Date: January-March 2021   Target Date: Within March-May 2021

First Step: Dr. Goltiano conceptualize research papers to write

Result: Dr. Goltiano came up with possible research paper titles

Date: June-July 2021   Target Date: Within June-December 2021

Next Step: Dr. Goltiano submitted manuscripts to research journals

Outcome: Dr. Goltiano able to successfully publish papers in scientific journals

Final Step/Recommendation: Support Dr. Goltiano's research endeavor.

Prepared by:

VICTOR B. ASIO
CAFS Dean

Conforme:

HENRY Y. GOLTIANO
Name of Ratee Faculty/Staff