

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

Name of Faculty Member: MICHAEL DOMINIC M. GARRIDO

Program Involvement (1)		Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1.	Instruction			
	a. Head (50%) from IPCR	0.50	2.37	1.19
	b. Student (50%) TPES for Year 2nd Sem., 2021-2022	0.50	2.06	1.03
Total for Instruction		55%	4.43	2.44
2.	Research			
	a. Client/Dir. For Research (50%)	0.50	0.00	0.00
	b. Dept Head/Center Director (50%)	0.50	0.00	0.00
Total for Research		5%	5.00	0.25
3.	Extension			
	a. Client/Dir. For Research (50%)	0.50	0.00	0.00
	b. Dept Head/Center Director (50%)	0.50	0.00	0.00
Total for Extension		10%	5.00	0.50
4.	Administration	10%	4.93	0.49
5	Production	20%	4.67	0.93
TOTAL		100%		4.61

EQUIVALENT NUMERICAL RATING:

4.61

Add: Additional Points, if any:

-

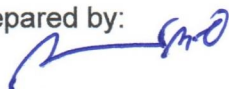
TOTAL NUMERICAL RATING:

4.61

ADJECTIVAL RATING:

Outstanding

Prepared by:



MICHAEL DOMINIC M. GARRIDO

Instructor I

Reviewed by:



MANUEL D. GACUTAN, JR.

Head, DAS-CAFS

Recommending Approval:



VICTOR B. ASIO

Dean, CAFS

Approved:



BEATRIZ S. BELONIAS

Vice-President for Academic Affairs

RATING SCALE: 4.6-5.0 Outstanding
 3.8-4.5 Very Satisfactory
 3.0-3.7 Satisfactory
 2.2-2.9 Unsatisfactory
 2.1- & below Poor

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MICHAEL DOMINIC M. GARRIDO, a faculty member of the DEPARTMENT OF ANIMAL SCIENCE commits to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July to December, 2022.

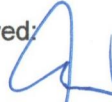


MICHAEL DOMINIC M. GARRIDO

Instructor I

Date: _____

Approved:



MANUEL D. GACUTAN, JR.

Department Head

Date: _____



VICTOR B. ASIO

College Dean

Date: _____

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	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 outline and thesis/SP/dissertation							
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation	1	1	5	5	5	5.00	see workload

		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	1	1	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 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.							
		A6 : 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							
		A7: Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom							
	PI 10. Additional outputs:	A8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented	A9. Actual Faculty's FTE	Handles and teaches courses assigned	18	24.18	5	5	5	5.00	see workload
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	6	8	5	5	4	4.67	
		A 11. 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	10	30	5	5	4	4.67	

	A12. Number of trainings attended related to instruction	Attend mandated trainings								
	A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	2	4	4	4	4.00		
	A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	18	5	5	4	4.67		
	A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	13	5	5	4	4.67		
PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	50	75	5	5	5	5.00	see workload	
	A17. Number of students advised on thesis/field practice/special problem:									
	As Adviser	Advises, and corrects research outline and thesis/SP manuscript	2	2	4	4	4	4.00	see workload	
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	5	12	5	5	4	4.67	see workload	
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript	5	13	5	5	4	4.67	see workload	
	A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	15	45	5	5	5	5.00		
PI 9: Number of student organizations advised/assisted*	A19. Number of Student organizations advised	Advises student organizations recognized by USOO	1	2	5	5	5	5.00	AREV/TAU GAMMA PHI-SIGMA	
	A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	2	5	5	5	5.00	AREV/TAU GAMMA PHI-SIGMA	
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								

	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	2	5	5	4	4.67	AnSc 22 and AnSc 131
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	4	5	5	5	4	4.67	AnSc 22 and AnSc 131
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	20	5	5	4	4.67	AnSc 22 and AnSc 131
	A 23 : 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 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	2	5	5	4	4.67	AnSc 22 and AnSc 131
PI 11. Additional outputs	A 25. 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	2	5	5	5	5.00	
	Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	2	6	5	5	5	5.00	see MOU
	A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
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 or 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								
		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 fora/conferences								
		In int'l fora/conferences									
		In nat'l/regional fora/conferences									
	PI 5. Percent of research proposals approved *	A 31. Percentage 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 faculty or student w/ faculty)									
		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								
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal								
		Number of training/seminars attended related to research	Attends seminar/trainings related to research	2	7	5	5	5	5.00	see annual report	
UMFO 4. EXTENSION SERVICES											
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 36. 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								
	PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	10	30	5	5	5	5.00	ATI NTC VIII	
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implemtes duly approved extension projects								
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	A 39. 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	50%	100%	5	5	5	5.00	ATI NTC VIII	
	PI 5. Number of technical/expert services	A 40. 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>		1	1	5	5	5	5.00	ATI NTC VIII	
	<i>Convenor/Organizer</i>	<i>Convenor/Organizer</i>									
	<i>Consultancy</i>	<i>Consultant</i>									
	<i>Evaluator</i>	<i>Evaluator</i>									
	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								
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extr. 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								
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 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	100 % compliant	100 % compliant	5	5	5	5.00		
		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								

		On program accreditations	AACUP Area (MAgDev and MS Animal Science)	1	1	5	5	5	5.00	see workload
		On institutional accreditations								
UMFO 6. General Admin. & Support Services (GASS)										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	zero % complaint	zero % complaint	5	5	5	5.00	
	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							
		Number of activities/initiatives as Manager of DAS Cattle Project	Planning on the maintenance and productivity of the farm	10	20	5	4	4	4.33	see workload
		Number of costumers entertained for querries regarding technical and marketing purposes of animals	Initiate/planning marketing strategies of the animals	8	15	5	5	5	5.00	
		Number of University-Based Committees	Acts as Alumni Coordinator for DAS	0	1	5	5	5	5.00	see appointment
		Number of Department/College Based Committee as Chairman/Member	Plans and implements activities expected of the committee assignment	6	11	5	5	4	4.67	see workload
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
	Total Overall Rating								153.7	
	Average Rating								4.802	
	Adjectival Rating									Outstanding

Comments & Recommendations for Development Purpose:
 Ms. Garrido should submit research and extension proposals.
 Also, he has to expedite development of learning materials assigned to him. He should further improve the management of the cattle project.

Evaluated & Rated by:



MANUEL D. GACUTAN, JR.

Department Head

Date: _____

Recommending Approval:



VICTOR B. ASIO

Dean, CAFS

Date: _____

Approved by:



BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: _____

Rating Scale: 4.6 -5.0 Outstanding
3.8 - 4.5 Very Satisfactory

3.0-3.7 Satisfactory
2.2-2.9 Unsatisfactory

2.1 - & below Poor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: MICHAEL DOMINIC M. GARRIDO

Performance Rating: OUTSTANDING

Aim: To improve teaching effectiveness and enrich research capabilities; develop research proposals; and involve in extension works.

Proposed Interventions to Improve Performance:

Date: June 2022

Target Date: December 2022

First Step:

Apply different teaching strategies and observe student-centered learning activities.

Assign student thesis advisees to develop research skills

Attend to relevant trainings for research.

Improve management of beef cattle production.

Result:

Teaching methods applied were student-centered and no negative complaint were received within the prescribed period

Well-advised several undergraduate thesis students

Attended several trainings related to research.

Culled unproductive cows and rehabilitated the pasture area.

Date: January, 2023

Target Date: June 2023

Next Step:

Coaching and monitoring to improve further teaching strategies.

Engage in research proposal development and submit for funding.

Engage in extension proposals development and submit for funding.

Continue professional development related to instruction, research, and extension.

Improve further management of beef cattle project

Present scientific papers in conferences and publish articles in peer-reviewed journals


Outcome: _____

Final Step/Recommendation: _____

Prepared by:


MANUEL D. GACUTAN JR
Unit Head

Conforme:


MICHAEL DOMINIC M. GARRIDO
Name of Ratee Faculty/Staff