

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
January – June 2023**

Name of Faculty Member: **CHARLINDO S. TORRION**

Program Involvement	Percentage Weight of Involvement	Numerical Rating	Equivalent Numerical Rating
(1)	(2)	(Rating x%)	(2x3)
		(3)	
1. Instruction			
a. Head/Dean (50%)		4.33	
		2.165	
b. Students (50%)		4.6	
		2.3	
Total for Instruction	85%	4.465	3.79525
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	5%	5	0.25
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	10%	4.75	0.475
4. Administration			
5. Production			
Overall Total			4.52 4.52025 <i>Uns</i>

EQUIVALENT NUMERICAL RATING: **4.52025** *4.52 Uns*

Add: Additional Points, if any: 0.00

TOTAL NUMERICAL RATING: **4.52025** *4.52 Uns*

ADJECTIVAL RATING:

Very Satisfactory

Prepared by:

Reviewed by:

CHARLINDO S. TORRION
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/F Annex Engineering Building
Visca, Baybay City, Leyte, PHILIPPINES
Phone: +63 53 565 0600 local 1106
Email: meteorology@vsu.edu.ph
Website: www.vsu.edu.ph

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

accomplishments *8*

I, MR. CHARLINDO S. TORRION, 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, 2023.

Approved:

[Signature]
CHARLINDO S. TORRION
Instructor I
Date: *06 July 2023*

[Signature]
CHARLIE S. ANDAN
Department Head
Date: *06 July 2023*

[Signature]
JANNET C. BENCURE
College Dean
Date: *7/10/23*

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										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 outline and thesis/SP/dissertation manuscript							
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							

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	
	<u>PI 9</u> : Number of instructional materials developed *	<u>A5</u> : Number of on-line ready courseware 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.							
		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 Moodle or Google Classroom							
	<u>PI 10</u> . Additional outputs:	<u>A 8</u> . 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										NA
OVPI UMFO 3. Higher Education Management Services										
	<u>PI 1</u> . Percentage of first time licensure exam takers that pass the licensure exams	<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 programs	<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 accreditations	<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	9.75	5	4	4	4.33	Mete134; Mete148; Math131
		<u>A10</u> . Number of grade sheets submitted within prescribed period	Prepares grade sheet and submits on or before deadline	4	4	5	4	4	4.33	Midterm Grade -2 ; Final Grade - 2

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	
		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	2	1	4	4	4	4.00	Math 131
		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	10	4	4	4	4	4.00	Math131; Mete 134
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	15	10	5	4	4	4.33	Math131-6; Mete 134-4
		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
	PI 8: Number of students advised: *	A16 . Number of students advised:	Acts as academic adviser to students	10	10	5	4	4	4.33	BSMet-3 students
		A17 . Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	1	4	5	4	5	4.67	BSMet-4 (4 groups)
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	15	15	5	4	4	4.33	BSMet-4 (5 groups)
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	4	4	4	4.00	TARSIER Phils.
		A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	2	4	4	4	4.00	VSU MetSoc, CET-SSC
	PI 10: Number of instructional materials developed *	A21 : 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	4	2	4	4	4	4.00	Mete134; Math131

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	
		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	15	8	5	4	5	4.67	Mete134 (3 modules); Math131 (5 modules)
		Assessment tools	<i>Prepares assessment tools such as long exam, quizzes, problems sets, etc.</i>	10	6	5	4	4	4.33	Mete 148 (2); Mete134 (2); Math131 (2)
		A 23 : Number of on-line course were reviewed by TRP & edited by MMDC editor	Submits the course were duly reviewed by TRP for editing by MMDC editor							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	4	2	5	4	4	4.33	Mete134 ; Math 131
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
		A 26. Other outputs implementing the new normal due to Covid 19	Designs experiential learning activities and other outputs to implement new normal							
		A.28. Number of batches of examinees proctored for VSU CAT	Validation of examinee's identity and proctoring the exam							
		Total							4.26	
UMFO 3 . RESEARCH SERVICES										
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A29. 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 29. 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 31. 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							
		<i>In refereed int'l journals</i>								
		<i>In refereed Nat'l/regional journals</i>								
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 32. 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>								

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	
	PI 5. Percent of research proposals approved *	A 33. Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	1	2	5	5	5	5.00	Project WAIS; Project [Geo+Met]SLOPE
	PI 6. Additional outputs*	A 34. No. of research-related awards (research conducted by faculty or student w/ faculty)								
		A 35. 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 36. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		A 37. 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										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 38. 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	1	2	5	5	4	4.67	DOST-PAGASA; PMS
	PI 2. Number of trainees weighted by the length of training	A 39. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	100	65	5	5	4	4.67	Project WAIS's Master Class
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 40. Number of extension programs/projects implemented	Implements duly approved extension projects	1						
	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 41. 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	100%	100%	5	4	5	4.67	65 out of 65 participants from Project WAIS's Master Class
	PI 5. Number of technical/expert services	A 42. 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								

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	
	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer		1						
	Consultancy	Consultant								
	Evaluator	Evaluator								
	PI 8. Percent of extension proposals approved *	A 43. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	1						
	PI 11. Additional outputs *	A 44. No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
		A 45. Other outputs implementing the new normal due to Covid 19	Designs extension related activities and other outputs to implement new normal							
			Total						4.75	
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 46. 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	4	4	4.00	
		A 47. 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		4	4	4	4.00	
		On program accreditations								
		On institutional accreditations								
UMFO 6. General Admin. & Support Services (GASS)										
	PI 2. Zero percent complaint from clients served	A 48. Customer friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint						
	PI 3: Additional Outputs	A 49. 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							

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	
		A 50. Other outputs implementing the new normal due to Covid 19	Designs administration/management related activities and other outputs to implement new normal							
			Total						4.00	
	Total Over-all Rating								4.33	

Average Rating (Total Over-all rating divided by 20)	4.33
Additional Points:	
Approved additional points (with copy of approval)	
FINAL RATING	4.33
ADJECTIVAL RATING	VS

Comments & Recommendations for Development Purpose: **Must complete his graduate studies for Program Compliance.**

Evaluated & Rated by:

CHARLIE S. ANDAN

Department Head

Date: 06 July 2023

Recommending Approval:

JANNET C. BENCURE

College Dean, CET

Date: 7/10/23

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date:

EMPLOYEE DEVELOPMENT PLAN
January – June 2023

Name of Employee: Charlindo S. Torrion
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 2023

Target Date: December 2023

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 2022-2023 and first semester SY 2023-2024.
- 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
- Effective time management strategies. Implement the right techniques to balance work and complete graduate studies. Decide your priorities and divide your time accordingly
- Continue monitoring of his accomplishments and performance to his committed outputs as reflected in his IPCR
- To continue to recommend the faculty member to attend relevant trainings and seminars aligned to his field of specialization
- Organize a department-wide training on how to write Extension and Research proposals in order to boost the Department's RDE.

Outcomes:

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


Final Steps / Recommendations:

- Mr. Torrion will be encouraged to execute the Department's RDE Agenda once he completes his MS Meteorology degree. The DME Faculty Development Plan will also be revisited in order to coordinate his schedule with his pursuit of a PhD in Radar Meteorology.

Prepared by:


CHARLIE S. ANDAN
Head, Department of Meteorology

Conforme:


CHARLINDO S. TORRION
Faculty