# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member:    FELY C. FALCONE

| Program Involvement (1) | Percentage Weight of Involvement (2) | Numerical Rating (Rating x%) (3) | Equivalent Numerical Rating (2x3) |
|---|---|---|---|
| 1.  Instruction | | | |
|    a.  Head/Dean (50%) | | 5.0 x 0.5 | 2.5 |
|    b.  Students (50%) | | 4.45 x 0.5 | 2.225 |
|       Total for Instruction | 100% | 4.73 | 4.73 |
| 2.  Research | | | |
|    a.  Client/Dir. for Research  (50%) | | | |
|    b.  Dept.    Head/Center   Director (50%) | | | |
|       Total for Research | | | |
| 3.  Extension | | | |
|    a.  Client/Dir. for Extension (50%) | | | |
|    b.  Dept   Head/Center   Director (50%) | | | |
|       Total for Extension | | | |
| 4.  Administration | | | |
| 5.  Production | | | |
|       TOTAL | | | 4.73 |

EQUIVALENT NUMERICAL RATING: 4.73
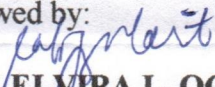Add:  Additional Points, if any:
TOTAL NUMERICAL RATING:    **4.73**

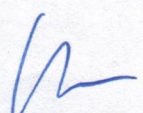ADJECTIVAL RATING: OUTSTANDING

Prepared by:

**FELY C. FALCONE**
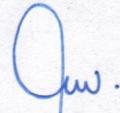Name of Faculty

Reviewed by:

**ELVIRA L. OCLARIT**
Department Head

Recommending Approval:

**VICTOR B. ASIO**
Dean/Director

Approved:

**BEATRIZ S. BELONIAS**
Vice President

## INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, __FELY C. FALCONE__, a faculty member of the _____DEPARTMENT OF PEST MANAGEMENT_____ 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 __FEBRUARY- JUNE, 2022__.

Approved:

**FELY C. FALCONE**
Instructor I
Date: July 22, 2022

**ELVIRA L. OCLARIT**
Department Head
Date: July 22, 2022

**VICTOR B. ASIO**
College Dean
Date: 7/26/22

| MFO No. | Description of MFO's/PAPs | Success/ Performance Indicators (PI) | Program/ Activities / Projects | Tasks Assigned | Target | Actual Accomplishment | Quality | Eficiency | Timeliness | Average | REMARKS (Indicators in percentage should be supported with numerical |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **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 | | | | | | | |
| | | *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* | | | | | | |
| | **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. | | | | | | |
| | | *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* | | | | | | |
| | **PI 10** . *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* | | | | | | |
| **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 | | *Handles and teaches courses assigned* | 3* | 22.77 | 5 | 5 | 5 | 5.0 |
| | | **A10** . *Number of grade sheets submitted within prescribed period* | Preparation | Prepares gradesheet and submits on or before deadline | | | | | | |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **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 | | | | | | | |
| | | **A12** . *Number of trainings attended related to instruction* | Trainings attended | Attend mandated trainings | | | | | | | |
| | | **A13** . *Number of long examinations administered and checked* | exam prep | Administers and checks long examination for subjects taught | 2* | 3 | 5 | 5 | 5 | 5.0 | |
| | | **A14** . *Number of quizzes administered and checked* | | Prepares and checks quizzes for lec and lab | 10* | 250 | 5 | 5 | 5 | 5.0 | |
| | | **A15** . *Number of lab reports and term papers checked and graded* | | Checks lab reports and term papers submitted as required | 10* | 250 | 5 | 5 | 5 | 5.0 | |
| | **PI 8:** Number of students advised: * | **A16**. Number of students advised: | | *Acts as academic adviserto students* | | | | | | | |
| | | **A17** . *Number of students advised on thesis/ field practice/special problem:* | | | | | | | | | |
| | | *As SRC Chairman* | Advising/correction | Advises, and corrects research outline and thesis/SP manuscript | 1* | 1 | 5 | 4 | 5 | 4.67 | |
| | | *As SRC Member* | Advising/correction | Advises and corrects research outline and thesis/SP manuscript | 1* | 1 | 5 | 4 | 5 | 4.67 | |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | _**A18**. Number of students entertained for consultation purposes_ | | Entertains students consulting on subject taught, thesis and grades | _5*_ | 10 | 5 | 5 | 5 | 5.0 | |
| | **PI 9:** Number of student organizations advised/ assisted * | _**A19**. Number of Student organizations advised_ | | _Advises student organizations recognized by USSO._ | | | | | | | |
| | | _**A20**. Number of Student organizations assisted on student related activities_ | | _Assists student organizations in implementing student related activities_ | | | | | | | |
| | **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*_ | 1 | 5 | 4 | 5 | 4.67 | |
| | | Supplemental learning resources | | _Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught_ | _2*_ | 15 | 5 | 5 | 5 | 5.0 | |
| | | _Assessment tools_ | | Prepares assessment tools such as long exam, quizzes, problems sets, etc. | _4*_ | 10 | 5 | 5 | 5 | 5.0 | |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **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 | | | | | | | |
| | **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 | | | | | | | |
| | | Agency/firm/Industry linkages | | Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU | | | | | | | |
| | | **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 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* | | | |
| | *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 | |
| | *In int'l fora/conferences* | | | |
| | *In nat'l/regional fora/conferences* | | | |
| 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 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 | UM preparation | 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 | | | | | | |
| **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 | | | | | | |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | **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 | | Implementes 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 | | | | | | |
| | **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 | | | | | | |
| | *Research Mentoring* | *Research Mentor* | | | | | | | | |
| | *Peer reviewers/Panelists* | *Peer reviewers/Panelists* | | | | | | | | |
| | *Resource Persons* | *Resource Persons* | | | | | | | | |
| | *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 and 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 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 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 | 5 | 5 | 5 | 5.0 | |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | A 45. Compliance to all requirements of the program and institutional accreditations: | Minutes Preparation | Prepares required documents and complies all requirements as prescribed in the accreditation tools | 100% compliant | | | | | |
| | | On program accreditations | Pilot Plant Manager | | | | | | | |
| | | On institutional accreditations | SSF Rootcrop facility incharge | | | | | | | |

## 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 | | 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 performfing functions resulting to best practice | | | | | | | |
| | 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 Over-all Rating | | | | | | | | | 59.01 | |
| Average Rating | | | | | | | | | 4.92 | |
| Adjectival Rating | | | | | | | | | | |

Evaluated & Rated by:                           Recommending Approval                           Approved by:

**ELVIRA L. OCLARIT**
Department Head
Date: July 22, 2022

**VICTOR B. ASIO**
Dean, CAFS
Date:

**BEATRIZ S. BELONIAS**
Vice President for Academic Affairs
Date: 7-28-22

Make research proposals.

Exhibit L

# EMPLOYEE DEVELOPMENT PLAN

Name of Employee:  FELY C. FALCONE
Performance Rating:  OUTSTANDING

Aim: To have newly-funded research

Proposed Interventions to Improve Performance:

Date: _____     Target Date:_____

First Step: Make research proposal _____
_____
_____

Result: _____
_____
_____

Date: _____     Target Date: _____

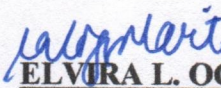Next Step: _____
_____
_____

Outcome: Research proposal made

Final Step/Recommendation: Submit proposal for funding.

_____

Prepared by:

**ELVIRA L. OCLARIT**
Unit Head

Conforme:

**FELY C. FALCONE**
Name of Ratee Faculty/Staff