

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

Rating Period: JULY-DECEMBER 2024

Name of Faculty Member:

GUIRALDO C. FERNANDEZ, JR.

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2x3)
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head (50%)		4.50 x 50% = 2.250	
b. Students (50%)		5.00 X 50% = 2.500	
TOTAL for Instruction	65%	4.75	3.088
2. Research	15%		
a. Client/Director for Research			
b. Dept. Head/Center Director		4.000 x 15% = 0.600	0.600
TOTAL for Research			
3. Extension	15%		
a. Client/Director for Extension			
b. Dept. Head/Center Director		4.250 x 15% = 0.638	0.638
TOTAL for Extension			
4. Production			
5. Administration/Other Services	5%	4.000 x 5% = 0.200	0.200
TOTAL	100%		4.525

EQUIVALENT NUMERICAL RATING: 4.525

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.525

ADJECTIVAL RATING:

VERY SATISFACTORY

Prepared by:

GUIRALDO C. FERNANDEZ, JR.

Name of Faculty

Reviewed by:

AL FRANJON M. VILLAROYA

Department Head

Recommending Approval:

GLENN G. PAJARES

Dean, CAS

Approved by:

ROTACIO S. GRAVOSO

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **GUINALDO C. FERNANDEZ. JR.**, a faculty member of the DEPARTMENT OF PHILOSOPHY AND SOCIAL SCIENCES, 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-DECEMBER 2024

Approved:

AL FRANJON M. VILLAROYA

Dept Head

GUINALDO C. FERNANDEZ. JR.

Professor 6

GUJIRALDO C. FERNANDEZ, JR. Professor 6 1/2/05											
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											
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	18	31.2	5	5	5	5.00		
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	5	5	5	5	5.00		
		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	1	None	3	3	3	3.00		
		A12. Number of trainings attended related to instruction	Attend mandated trainings	1	1	4	4	4	4.00		
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	6	5	5	5	5.00		

		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	2	10	5	5	5	5.00	
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	N/A	N/A					
					AVERAGE				4.50	
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	1	1	4	4	4	4.00	
	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	1	1	4	4	4	4.00	on-going
	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							
		<i>In refereed int'l journals</i>		1	1	4	4	4	4.00	(Book) Towards a Mindanawan/Lumad Philosophy
	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>		None	None					
		<i>In nat'l/regional fora/conferences</i>		None	None					
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	1	1	4	4	4	4.00	
					AVERAGE				4.00	

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	1	3	5	5	5	5.00	
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	NA	NA					
PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and	A 38. Number of extension programs/projects implemented	Implements duly approved extension projects	1	2	5	5	5	5.00	on going
PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as	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	NA	NA					
PI 5. Number of technical/expert services	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested							
Research Mentoring	Research Mentor		NA	NA					
Peer reviewers/Panelists	Peer reviewers/Panelists		NA	NA					
Resource Persons	Resource Persons		1	1	4	4	4	4.00	
Convenor/Organizer	Convenor/Organizer		1	0	3	3	3	3.00	
Consultancy	Consultant		NA	NA					
Evaluator	Evaluator		NA	NA					
			AVERAGE					4.25	
UMFO 5. SUPPORT TO OPERATIONS									
OVPI MFO 1. Faculty Development Services									

[illegible]

OVPI MFO 1. Faculty Development Services

PI 7: Number of trainings, seminars, and conferences attended	A 50. Number of training, seminars, and conferences attended (international, national, regional/institutional)	Attends training, seminars, and conferences attended (international, national, regional/institutional)	1	1	4	4	4	4.00	
	National		1	0	3	3	3	3.00	
	Regional/Institutional		1	0	3	3	3	3.00	
OVPI MFO 4. Curricular Program Management Services									
PI 21: Additional outputs	A 62. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	20	45	5	5	5	5.00	
UMFO 6. GENERAL ADMINISTRATIVE AND SUPPORT SERVICES									
PI 9: Percentage of submitted DTR within 20 days after the last day of the month	A 73. Percentage of submitted DTR within 20 days after the last day of the month	Submits DTR within 20 days after the last day of the month	100%	90%	3	3	3	3.00	
PI 17: Additional Outputs	A 80. Number of meetings attended	Attends meetings (departmental/institutional)	2	4	5	5	5	5.00	
	A.49 Number of teaching applicants screened		8	15	5	5	5	5.00	
				AVERAGE				4.00	

Average Rating (Total Over-all rating divided by number of entries)	
Additional Points:	
Approved Additional points (with copy of approval)	
FINAL RATING	
ADJECTIVAL RATING	

Evaluated & Rated by:

AL FRANJON M. VILLAROYA

Head, DPSS

Date: 1/2/25

Recommending Approval

GLENN G. PAJARES

Dean, College of Arts and Sciences

Date: JAN 24 2025

Comments & Recommendations for Development

Purpose: Continue to be of help to the department by performing your tasks and functions in instructions, research, innovation, and extension.

Approved by:

ROTACIO S. GRAVOSO

Vice President for Academic Affairs

Date: JAN 30 2025

PERFORMANCE MONITORING & COACHING JOURNAL

✓	1st	Q U A R T E R
✓	2 nd	
	3 rd	
	4th	

Name of Office: Dept. of Philosophy & Social Sciences

Head of Office: Al Franjon M. Villaroya


Number of Personnel: 27 (15 regular faculty & staff; 11 part-time faculty; 1 job order admin staff)

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring The monitoring of faculty was done through classroom observations conducted during the 1 st semester, SY 2024-2025.		The Department Head together with a DPC member conducted the classroom observations and conducted meetings relative thereto.			Faculty and staff attendance are monitored through biometrics and logbook. They reminded to use appropriate teaching strategies and classroom management to improve performance in instruction.
Coaching Mr. Beljun P. Enaya	Mr. Enaya was called to explain his reaction to the TPES results in the 2nd semester Sy 2023-2024. Mr. Enaya said that he could not exactly point out the reason for an “S” remark on				The faculty concerned was informed of the TPES results of the 2 nd semester, SY 2023-2024 and was given advice and reminders.


	<p>his one 1 class. Accordingly, he said it is probably that the class who gave him the S remark found it hard to catch up with the discussion, since he gave equal expectations to all his classes.</p> <p><i>The Head advised Mr. Enaya to understand that VSU students are heterogenous.</i></p>				
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Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:


AL FRANJON M. VILLAROYA
 Immediate Supervisor

Noted by:


GLENN G. PAJARES
 Next Higher Supervisor

“Exhibit H”

TRACKING TOOL FOR MONITORING TARGETS

(July-December 2024)

Major Final Output/ Performance Indicator	TASK	ASSIGNED TO	DURATION	TASK STATUS			REMARKS
				July- Septem- ber	October - Decemb er		
MFO 2. Higher Education Services							
PI 1. Number of FTE coordinated and implemented	Teaches GE and AB Philo courses/subjects	Ms. Mary Ann G. Cobico Dr. Rose Capulla Dr. Jerry D. Imbong Mr. Al Franjon M. Villaroya Ms. Bethlehem A. Ponce Ms. Angelie Genotiva Mr. Beljun P. Enaya Mr. Errol Fernandez Dr. Guiraldo C. Fernandez, Jr. Mr. Dean Ruffel Flandez Mr. Aldrin Palermo Mr. John Martin Diao Ms. Ianvie Norean Miaga Ms. Alaina Larrazabal Dr. Glenn Pajares Dr. Max Teody Quimilat	August- December	/	/		Actual accomplishments exceeded the targets
		<u>Part-timers</u> Cañezzo, Xaviery Ric Lina, Kim Brian Rodriguez, Gerry Bargamento, Enrico Abelardo, Gella Mae Amigo, Jim Rhodel Manacpo, Nicole Ivy Amigo, Jim Rhodel Billones, Kim Juravee	August- December	✓	✓		

		Abelardo, Gella Mae					
PI 4. Student Advising and Consultation Services Coordinated	Assists students through academic advising to college students	Mr. Al Franjon Villaroya Dr. Glenn Pajares Mr. John Martin Diao Dr. Guiraldo Fernandez, Jr. Dt. Jerry Imbong	July - December 2024	✓	✓		The faculty provided interventions for the improvement of the students' performance
PI 5. Number of instructional materials developed/revised and utilized	Develops/revises instructional materials (Syllabus and Table of Specifications)	All faculty members	August-December	✓	✓		Followed the format prescribed by the university
PI 6. Number of grade sheets submitted on prescribed period	Assesses students and submits grades to measure students' performance	All Faculty Members	December		✓		Due for submission at the end of semester
MFO3. Research Services							
PL2. Number of Articles Published in Peer Reviewed Journal	Submits articles for publication	Dr. Jerry D. Imbong			✓		Published in international and national/local peered journals
MFO5, Extension Services							
PI 5. Number of Extension Projects Conducted	Serves as project leader and component leaders	Mr. Errol Fernandez Mr. Al Franjon Villaroya Mr. John Martin Diao Dr. Bethlehem Ponce Ms. Angelie Genotiva Mr. Dean Ruffel Flandez Dr. Glenn Pajares Mr. Beljun Enaya Dr. Guiraldo C. Fernandez	July-December 2024	✓	✓		1. Capacity Building of Intro to Philosophy of the Human Person 2. Saving Minamanwa: An Initiative to Preserve Minamanwa and the Mamanwa Indigenous Knowledge System and Practices 3. STEPS – A Student and Teacher Enhancement Project for the Seminaries in Leyte
MFO 5. Support to Operations	Participates in all activities conducted by the department, college and the university	Faculty and Staff	July-December	✓	✓		Participated actively in all activities
PI 4. Number of in-house seminars/trainings/works hops/reviews conducted/attended	Attends/participates to trainings	All Faculty & Satff	July-December	✓	✓		Faculty and staff actively participated in

	Performs other functions assigned by the head, dean and the university	Faculty and Staff	July-December 2024	✓	✓		Performed other functions duly assigned to the faculty and staff
MFO 6. General Administration and Support Services (GASS)							
PI 1. Number of rooms, and surroundings maintained/cleaned	Supervises in the maintenance of building facilities; cleans dept classrooms and surroundings	Mr. Aldrin Palermo Mr. Cirilo Alipar, Jr.	July-December 2024	✓	✓		
PI 3. Number of hours spent on monitoring	Spends one (1) hour per week or 40 hours per year in monitoring on in logging in/out, and on classes handled by DPSS faculty".	Dr. Al Franjon Villaroya DPC Members	July-December 2024	✓	✓		
PI 4. Number of hours spent on coaching	Spends 1 hour per month or 5 hours per year in coaching (by individual/group)	Dr. Al Franjon M. Villaroya	July-December 2024	✓	✓		
	Conducts regular meeting with DLABS staff/faculty at least six (6) times a year	Dr. Al Franjon M. Villaroya	July-December 2024	✓	✓		
PI 5. Number of hours spent on performance tracking	Assigns the faculty members faculty workload and/or work assignments	Dr. Al Franjon M. Villaroya	August 2024	✓			
PI 7. Number of documents attended and served	Signs and approves request letter, grade sheets, syllabi, and other pertinent documents	Dr. Al Franjon M. Villaroya	July-December 2024	✓	✓		
PI 8. Zero percent complaint from client served	Zero complaints from clients served	All Faculty and Staff	July-December 2024	✓	✓		no valid complaints
PI 9. Number of applicants screened and recommended	Screens and recommends applicants for 2 nd sem 24-25	Head & Department Personnel Committee	December 2024		✓		
P9 Additional Outputs							
Number of documents prepared and submitted on time	Preparation and submission of office requests and recommendations, faculty workload reports, Daily Time Record (DTR), leave	Administrative Staff	July-December 2024	✓	✓		Actual accomplishments meets targets

	application, cash advance and reimbursement, procurement, contracts, appointments, payroll, class roster, grade sheet, and other documents.						
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Prepared by:


AL FRANJON M. VILLAROYA
 Department Head

Exhibit I


PERFORMANCE MONITORING FORMName of Employee: **Guiraldo C. Fernandez, Jr.**

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1	Serve as University Secretary	BOR Resolutions, minutes of meetings	August 2024	December 2024	April 2024	Impressive	Outstanding	
2	Teach subject (ScSc 13, Phlo 108, Phlo 101, Envi 11n)	Will provide attendance sheets of assigned classes, midterm and final grade sheets per course, and achieve an outstanding result in students' performance evaluation	August 2024	December 2024	May 2024 2024	Impressive	Outstanding	
3	Assist students' concerns through students' consultation	Will improve students' performance	August 2024	December 2024	Within the rating period	Impressive	Outstanding	
4	Class preparation	Will prepare visual aids, quizzes, and activities	August 2024	December 2024	Within the rating period	Impressive	Outstanding	
5	Submission of midterm grades and final grades	Grades will be submitted to the university registrar	August 2024	December 2024	May 2024	Impressive	Outstanding	
6	Participate in all activities conducted by the department, college and the university	Attendance sheet; will present certificates if possible	August 2024	December 2024	Within the rating period	Impressive	Outstanding	
7	Perform other functions assigned by the college dean		August 2024	December 2024	Within the rating period	Impressive	Outstanding	

* Either very impressive, impressive, needs improvement, poor, very poor

** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:


AL FRANJON M. VILLAROYA
 Department Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Guiraldo C. Fernandez, Jr.

Performance Rating:

Aim:

To continue to be productive in all mandated functions of a faculty member

Proposed Interventions to Improve Performance and Competence and Qualification to assume higher responsibilities:

Date: January 2024

Target Date: December 2024

Step:

- a) Encouraged him to submit research and extension proposals
- b) Encouraged him to become a thesis adviser to undergraduate students.
- c) Encouraged him to establish linkages with other institutions and organizations.

Result:

Prepared by:


AL FRANJON M. VILLAROYA
Department Head

Conforme:


GUIRALDO C. FERNANDEZ, JR.
Employee [Faculty]



TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

Second Semester AY 2023-2024

Name of faculty: FERNANDEZ, JR., GUIRALDO C.

Department: Dept. of Philosophy and Social Sciences

College: College of Arts and Sciences

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Numerical	Adjectival	
Phil 14	LOGIC & CRITICAL THINKING	LEC	5.00	Outstanding	100.0%
Phlo 103	LOGIC	LEC	5.00	Outstanding	100.0%
TREC206	SOCIO-ECOLOGICAL SYSTEMS	LEC	5.00	Outstanding	100.0%
Average Rating			5.00	Outstanding	100.00%

Source: Results of Teaching Performance Evaluation by Students filed at IEO

Legend:

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory (S)

3.50 – 4.49 Very Satisfactory (VS)

4.50 – 5.00 Outstanding (O)

Prepared by:

VANESSA V. NAZAL

TPES in-Charge

Date: 11-06-2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: 11-11-2024

Received by:

FERNANDEZ, JR., GUIRALDO C.

Name and Signature of Faculty

Date: 11-11-24

Distribution of copies: IEO, College, Department, Faculty (all in original signature)

