

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: EUNICE KENEE L. SERIÑO

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.92x50%= 2.46	
b. Students (50%)		5.0x50%= 2.50	
Total for Instruction	70%	4.96	3.472
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	25%	4.83	1.207
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	5%	5.00	0.25
4. Administration			
5. Production			
TOTAL	100%		4.929

EQUIVALENT NUMERICAL RATING: 4.929
 Add: Additional Points, if any: none
 TOTAL NUMERICAL RATING: 4.929

ADJECTIVAL RATING: OUTSTANDING

Prepared by:

Reviewed by:

Eunice Kenée L. Serio
EUNICE KENEE L. SERIÑO
 Name of Faculty

Ana Lyn M. Mazo
ANALYN M. MAZO
 Department Head

Recommending Approval:

Ma. Theresa P. Loreto
MA. THERESA P. LORETO
 Dean/Director

Approved:

Beatriz S. Belonias
BEATRIZ S. BELONIAS
 Vice President

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, EUNICE KENEE L. SERINO, a faculty member of the DEPARTMENT OF BIOLOGICAL SCIENCES, commits to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period January to June 2023.

Eunice Kenée L. Serino
EUNICE KENEE L. SERINO
 Asstt. Prof. 1
 Date: 26 July 2023

Approved: *Analyn M. Mazo*
ANALYN M. MAZO
 Department Head
 Date: 27 July 2023

MA. THERESA P. LORETO
MA. THERESA P. LORETO
 College Dean
 Date: JUL 27 2023

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,	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								
		As GAC Chairman	Advises and corrects							
		AS GAC Member	Advises and corrects							
		A4. Number of students entertained for	Entertains students seeking							
	PI 9: Number of	A5. Number of on-line ready coursewares	Converts the existing							
		On-line ready courseware	Prepares instructional							
		Supplemental learning resources	Prepares Power Point							
		Assessment tools	Prepares assessment tools							
		A 6 : Number of on-line course ware	Submits the course ware							
		A 7 : Number of virtual classroom created	Creates virtual classroom							
	PI 10. Additional	A 8. Other outputs implementing the new	Designs experiential							
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE,	A9. Actual Faculty's FTE	Handles and teaches	3	11.25	5	5	5	5.00	Handled Ecol 152n (Lec & Lab);
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	3	5	5	4	4.67	Prepared and submitted gradesheets

		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	1	1	5	5	5	5.00	Facilitated Mr. Hondrada in his completion of the subjects (Ecol 152n, Ecol 183) and submitted completion forms with grades within prescribed period
		A12. Number of trainings attended related to instruction	Attend mandated trainings	1	1	5	5	5	5.00	Attended VSU System Faculty Union Meeting
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects	4	7	5	5	4	4.67	Administered and checked long exams in Ecol 152n & Ecol 21
		A14. Number of quizzes administered	Prepares and checks	12	15	5	5	4	4.67	Prepared and checked quizzes in
		A15. Number of lab reports and term	Checks lab reports and term	10	12	5	5	4	4.67	Checked lab reports in Ecol 152n
	PI 8: Number of	A16. Number of students advised:	Acts as academic adviser to	10	19	5	5	5	5.00	Acted as academic adviser for
		A17. Number of students advised on As SRC Thesis Adviser	Advises, and corrects research outline and thesis/SP manuscript	4	6	5	5	5	5.00	Advised and corrected the research outlines and thesis manuscripts of Selario, Trigos, Halasan, Mesias, Babilonia, Celebre* (*outline only)
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	1	2	5	5	5	5.00	Advised and corrected the research outlines and thesis manuscripts of Septimo & Pajo
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	5	12	5	5	5	5.00	Advised and corrected the research outlines and thesis manuscripts of Caorte, Panoy, Jamin, Dayot, Beniga, Bejarin, Ablen, Sioc, Agote, Pedericos, Tomol, Tranniva
		A18. Number of students entertained	Entertains students	5	28	5	5	5	5.00	Entertained students consulting
	PI 9: Number of	A19. Number of Student organizations	Advises student							
		A20. Number of Student	Assists student							
	PI 10: Number of	A 21 : Number of on-line course ware								
		On-line ready courseware	Prepares instructional module/lecture							
		Supplemental learning resources	Prepares PowerPoint presentation, video clips	10	20	5	5	5	5.00	Prepared PowerPoint
		Assessment tools	Prepares assessment tools	10	22	5	5	5	5.00	Prepared assessment tools such
		A 23 : Number of on-line course ware	Submits the course ware							
		A 24 : Number of virtual classroom	Creates virtual classroom	2	2	5	5	5	5.00	Maintained and updated the
	PI 11. Additional	A 25. Number of Additional outputs								
		Program accreditation/evaluation	Prepares documents and /or							
		Agency/firm/Industry linkages	Coordinates with potential							
		A 26. Other outputs implementing the	Designs experiential learning							
		Number of seminars/webinars/	Attends seminars/webinars/	4	4	5	5	5	5.00	Attended webinars (2 PhilBio
		Number of OBEdized syllabi developed and/or revised	Submits updated OBEdized course syllabi	2	2	5	5	5	5.00	Submitted updated OBEdized course syllabi for Ecol 152n and Ecol 21
		Number of participated department activities	Participates activities in the department	2	5	5	5	5	5.00	Participated activities in the department such as meetings, gatherings, student activities

UMFO 3 . RESEARCH SERVICES									
	PI 1. Number of	A27. Number of research outputs in the	Conducts research for						
	PI 2. Number of	A 28. Number of research outputs	Conducts and completes	1	4	5	5	4	4.67
	PI 3. Percentage of	A 29. Percentage of research outputs	Writes publishable materials	1	2	5	5	5	5.00
		In refereed int'l journals							
		In refereed nat'l/regional journals							
	PI 4. Number of	A 30. Number of research outputs	Prepares, submits and						
		In int'l fora/conferences							
		In nat'l/regional fora/conferences							
	PI 5. Percent of research	A 31. Percentage of of research proposals	Prepares research						
	PI 6. Additional outputs*	A 32. No. of research-related awards							
		A 33. Number of journal	Acts as peer reviewer of						
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of						
		A 35. Other outputs implementing the new normal due to Covid-19	Designs research related activities and other outputs to implement new normal						
			Presents research outputs to						
UMFO 4. EXTENSION SERVICES									
	PI 1. Number of active	A 36. Number of active partnerships	Identifies and links with						
	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	A 38. Number of extension programs/projects implemented	Implements duly approved extension projects						
	PI 4. Percentage of beneficiaries who rated the training	A 39. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in	Provides quality and relevant training courses and advisory services						
	PI 5. Number of technical/expert	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by						
	Research Mentoring	Research Mentor							
	Peer reviewers/Panelists	Peer reviewers/Panelists							
	Resource Persons	Resource Persons							
	Convenor/Organizer	Convenor/Organizer		0	1	5	5	5	5.00
	Consultancy	Consultant	Serves as consultant for biodiversity assessments						
									Served as one of the facilitators during the TrEcH Workshop

	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 (extrn. 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,	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				
		A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed		100% compliant				
		On program accreditations							
		On institutional accreditations							
UMFO 6. General Admin. & Support Services									
	PI 2. Zero percent	A 46. Customerly friendly frontline services	Provides customer friendly		Zero % complaint				
	PI 3: Additional	A 47. Number of /new initiatives	Initiates/introduces						
		A 48. Other outputs implementing the	Designs						
	Total Over-all Rating							103.33	
	Average Rating							4.92	
	Adjectival Rating							Outstanding	

Evaluated & Rated by:

Recommending Approval

Approved by:

ANALYN M. MAZO
Head, DBS
Date: 7/26/2023

MA. THERESA P. LORETO
Dean, CAS
Date: JUL 27 2023

BEATRIZ S. BELONIAS
Vice Pres. for Academic Affairs
Date: 7/27/23

Comments & Recommendations for
Development Purpose: Publish research
outputs

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Eunice Kenée L. Seríño

Performance Rating: Outstanding

Aim: Pursue graduate studies

Proposed Interventions to Improve Performance:

Date: July 2023 Target Date: December 2023

First Step:

Look for possible University

Result:

University identified and start application process

Date: Jan 2024 Target Date: June 2024


Next Step:

Apply for scholarship


Outcome:

Final Step/Recommendation:

Prepared by:


ANALYN M. MAZO
Unit Head

Conforme:


EUNICE KENEE L. SERIÑO
Assistant Professor