

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: BERNA LOU A. REGIS


Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
Head/Dean (50%)		4.73x50%= 2.36	
Students (50%)		4.00x50%=2.00	
Total for Instruction	100%	4.708	4.708
2. Research			
Client/Dir. for Research (50%)			
Dept. Head/Center Director (50%)			
Total for Research			
3. Extension			
c. Client/Dir. for Extension (50%)			
d. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%		4.708

EQUIVALENT NUMERICAL RATING: 4.708
 Add: Additional Points, if any: none
 TOTAL NUMERICAL RATING: 4.708

ADJECTIVAL RATING: OUTSTANDING

Prepared by:

Reviewed by:


BERNA LOU A. REGIS
 Name of Faculty


ANALYN M. MAZO
 Department Head

Recommending Approval:


MA. THERESA P. LORETO
 Dean/Director

Approved:


BEATRIZ S. BELONIAS
 Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Berna Lou A. Regis, a faculty member of the DEPARTMENT OF BIOLOGICAL SCIENCES commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the January to June, 2021

BERNA LOU A. REGIS

Assistant Professor II

Date: *Sept 29, 2021*

Approved:

ANALYN M. MAZO

Department Head

Date: *Sept. 30, 2021*

MA. THERESA LORETO

College Dean

Date: *Oct. 4, 2021*

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 & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned	3	0.41	5	5	4	4.67	Only 1 student in my class
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	2	2	5	5	5	5.00	
		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	5	5	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.							
	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							
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	38	18.45	5	4	4	4.33	Only more than 50% of the year's target is accomplished
	A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	8	4	5	5	4	4.67	50% of the target is accomplished
	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	0					No students complied with their INC yet
	A12. Number of trainings attended related to instruction	Attend mandated trainings	1	0					
	A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	20	12	5	5	4	4.67	More than 50% of the target is accomplished
	A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	60	30	5	5	4	4.67	50% of the target is accomplished

		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	50	25	5	5	4	4.67	50% of the target is accomplished
	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic advisor to students</i>	10	10	5	5	5	5.00	
		A17. Number of students advised on thesis/ field practice/special problem:		3	1	5	5	4	4.67	
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	1	1	5	5	5	5.00	
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript							
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	8	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							
		A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student							
	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 per subject	1 per subject	5	4	4	4.33	1- Biol 115 (lec and lab) 1- Biol 24 (lab) 1- BIOL 293 (lec and lab)
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1 per subject	1 per subject	4	4	4	4.00	1- Biol 115 (lec and lab) 1- Biol 24 (lab) 1- BIOL 293 (lec and lab)
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	3	3	5	5	4	4.67	1- long exams (Biol 115 lec and lab, Biol 24 lab and BIOL 293 lec), 2-quizzes for Biol 115 and Biol 24 3-
		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 per subject	1 per subject	5	5	5	5.00	1- Biol 115 (lec and lab) 1- Biol 24 (lab) 1- BIOL 293 (lec and lab)

	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	2	1	5	5	5	5.00		
		<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 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>									
		<i>In nat'l/regional fora/conferences</i>									
	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									
		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								
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	Implements 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								
	<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>									
	<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 (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, 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	zero non-conformity						
	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	100% compliant						
	On program accreditations								
	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						
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							
	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								80.33	
Average Rating								4.73	
Adjectival Rating								Outstanding	
				Comments & Recommendation for Development Purpose: Needs to finish her Ph.D.					

Evaluated & Rated by:


ANALYN M. MAZO

Department Head

Date:  Oct. 30, 2021

Recommending Approval


MA. THERESA P. LORETO

Dean, CAS

Date: Oct. 4, 2021

Approved by:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: Oct. 18, 2021

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Berna Lou A. Regis
Performance Rating: Outstanding

Aim: Finish graduate studies (PhD)

Proposed Interventions to Improve Performance:

Date: Jan 2021 Target Date: August 2021

First Step:

Submit first draft of dissertation

Result:

Submitted first draft

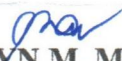
Date: Aug 2021 Target Date: December 2021

Next Step:

Revise draft

Outcome: Write up in progress

Prepared by:


ANALYN M. MAZO
Unit Head

Conforme:


BERNA LOU A. REGIS