SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: DARIO P. LINA

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.8x50%=2.5	
b. Students (50%)		5.0x50%=2.4	
Total for Instruction	30%	4.9	1.47
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	20%	4.86	0.97
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration	45%	4.58	2.06
5. Production	5%	5	0.25
TOTAL			4.75

EQUIVALENT NUMERICAL RATING: 4.75
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: 4.75

ADJECTIVAL RATING: **Very Satisfactory**

Prepared by: Reviewed by:

DARIO P. LINA   DARIO P. LINA
Name of Faculty   Department Head

Recommending Approval:

REMBERTO A. PATINDOL
Dean/Director

Approved:

REMBERTO A. PATINDOL
Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, DARIO P. LINA, a faculty member of the DEPARTMENT OF HORTICULTURE commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period of January to June, 2020.

Approved:

DARIO P. LINA
Assoc Prof. V
Date:

ROSARIO A. SALAS
Department Head
Date:

VICTOR B. ASIO
College Dean
Date:

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
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	3	3	4.8	4.8	4.8	4.8	
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	3	5	5	5	5	5	
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	2	2	48	4.8	48	4.8	
		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	3	4	5	5	5	5	

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	1	1	48	48	48	48	
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	4	5	5	5	5	
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	4	5	5	5	5	
	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	1	1	48	48	48	48	
	A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	1	48	48	48	48	
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	1	1	48	48	48	48	
	A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	5	5	5	5	5	
	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	3	5	5	5	5	5	
	A12 . Number of trainings attended related to instruction	Attend mandated trainings	1	2	5	5	5	5	

		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	1	2	5	5	5	5		
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	5	15	5	5	5	5		
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	15	20	5	5	5	5		
PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students		10	12	5	5	5	5		
	A17. Number of students advised on thesis/ field practice/special problem:										
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript		3	5	5	5	5	5		
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript		3	3	4.8	4.8	4.8	4.8		
	A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades		3	10	5	5	5	5		
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	1	4.8	4.8	4.8	4.8		

		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	4	5	5	5	5		
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	4	6	5	5	5	5		
		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	1	1	4.8	4.8	4.8	4.8		
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	1	4.8	4.8	4.8	4.8		
	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	1	1	4.8	4.8	4.8	4.8		4.9
		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	1	1	4.8	4.8	4.8	4.8			
PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research oroject within the year	1	1	4.8	4.8	4.8	4.8			
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									

PI	Activity	Description								
		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	3	33%		5	5	5	5	4.86
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	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				
	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

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 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								
Average Rating								
Adjectival Rating								

Evaluated & Rated by:

ROSARIO A. SALAS
Department Head
Date:

Recommending Approval

VICTOR B. ASIO
Dean, _____
Date:

Approved by:

BEATRIZ S. BELONIAS
Vice President for Instruction
Date:

**Comments & Recommendations
for Development purposes**

publish research output
in refereed journal

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: DARIO P. LINA
Performance Rating: OUSTANDING

Aim: Achieve good performance in instruction, research and production
Proposed Interventions to Improve Performance:
Date: January , 2020 Target Date:December 2020

First Step: Upgrade instructional materials to outcomes-based education(OBE) in nature both

       Both in undergrad and graduate courses

       Acquire and improve instructional equipment and facilities for effective learning

       Make proposals for research and extension relevant to R & D road map for
       Priority commodity in the region or the country

       Relate the relevance of these studies in the graduate and undergraduate courses
       being taught

       Conduct research studies effectively

Date: January 2021   Target Date: December 2021

Next Step:

       Make research proposals and submit to funding agencies, them conduct the research

       To regional or national reviews and planning workshops for R & D projects on
       Commercial crops

       Respond positively to invitations for RP's in technical trainings and seminars for
       Farmers and professional groups

       Visit well established farms, investigate the good practices therein and identify areas
       for interventions

       Write research results for publication in technical journals

Outcome:_____

Final Step/Recommendation:

_____

Prepared by:

ROSARIO A. SALAS
Unit Head

Conforme:

DARIO P. LINA
Name of Ratee Faculty/Staff