

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
(July – December)**

Name of the Faculty Member: ANNA MARTHA C. MONSANTO

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
6. Instruction			
c. Head/Dean (50%)		5.0x50% = 2.5	
d. Students (50%)		4.0x50% = 2.0	
Total for Instruction	60%	4.5	2.70
7. Research			
c. Client/Dir. for Research (50%)			
d. Dept. Head/Center Director (50%)			
Total for Research	15%	4.0	0.60
8. Extension			
c. Client/Dir. for Extension (50%)			
d. Dept. Head/Center Director (50%)			
Total for Extension	20%	4.0	0.80
9. Administration	5%	5.0	0.25
10. Production			
TOTAL			4.35

EQUIVALENT NUMERICAL RATING: 4.35

Add: Additional Points, if any: 0.0

TOTAL NUMERICAL RATING: 4.35

ADJECTIVAL RATING: VERY SATISFACTORY

Prepared by:

Reviewed by:

ANNA MARTHA C. MONSANTO
Name of Faculty

LIJUELA J. CUADRA
Department Head

Recommending Approval:


VICTOR B. ASIO
Dean, CAFS

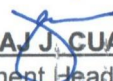
Approved:


BEATRIZ S. BELONIAS
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ANNA MARTHA C. MONSANTO, a faculty member of the DEPARTMENT OF AGRICULTURAL EDUCATION AND EXTENSION accomplished the following targets from July-December 2023.


ANNA MARTHA C. MONSANTO
 Assistant Professor 1
 Date: June 21, 2024

Approved:

LIJUERA J. CUADRA
 Department Head
 Date: June 21, 2024

Approved: 
VICTOR B. ASIO
 College Dean
 Date: June 24, 2024

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	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	8.5	5	5	5	5.00	AgEx217 = 3x14/12 = 3.5 AgDe201 = 3x20/12 = 5 Total = 8.5
	PI 8: Number of graduate students advised *	A2. Number of students advised		Acts as academic adviser to graduate students	3	4	5	5	5	5.00	Jay Fuentes, Cecilia Elorde, Denmark Godmaling, Alberto Culminas Jr.
		A3. Number of students advised on thesis/special problem/dissertation									
		As GAC Chairman		Advises and corrects research outline and thesis/SP/dissertation manuscript	2	4	5	5	5	5.00	Cecilia Elorde, Denmark Godmaling, Alberto Culminas Jr. fatima Estrosas

OVPI UMFO 3. Higher Education Management Services

	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE		<i>Handles and teaches courses assigned</i>	3	1.95	4	4	4	4.00	AgEx195n lec = 2x13/20 = 1.3 AgEx195n lab = 1x13/20 = 0.65 Total = 1.95
		A10. Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline	3	1	4	4	4	4.00	Prepared and submitted gradesheet AgEx195
		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	-						
		A12. Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings	2	3	4	4	4	4.00	Strengthening and Capacity building, replanting Workshop, ORGANizational capacity Building, Pest and Disease Managemnet
		A13. Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught	3	6	4	4	4	4.00	Administered and checked long exams Agex195
		A14. Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	12	15	4	4	4	4.00	administered quizzes Agex195
		A15. Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required	-						
	PI 8: Number of students advised: *	A16. Number of students advised:		<i>Acts as academic advisor to students</i>	3	8	5	5	5	5.00	Lorevic Pagarido, Lulu Malagsic, Sharon Lopez, Mariel Dula, Cherry Galamiton, Lucille Singson, Jeva Bucog

		A17 . Number of students advised on thesis/ field practice/special problem:									
		<i>As Field Practice Coordinator/ Thesis Adviser</i>	Advising/correction	Advises, and corrects research outline and thesis/SP manuscript	3	5	5	5	5	5.00	Bibat, Marigen Dula, Mariel Galamiton, Cherry Lorevic Pegarido, Jeva Bucog
		<i>As OJT/Thesis Committee Member</i>	Advising/correction	Advises and corrects research outline and thesis/SP manuscript	4	9	5	5	5	5.00	Casido, Amel Magsanay, Monica Roxas, Mezillah Mufiez, Kimberly Ciabo, Sheenia Doria, KC, Lulu Malagsic, Sharon Lopez Jellibeth Saleres
		A18 . Number of students entertained for consultation purposes		Entertains students consulting on subject taught, thesis and grades	6	14	5	5	5	5.00	Lorevic Pegarido, Lulu Malagsic, Sharon Lopez, Mariel Dula, Cherry Galamiton, Lucille Singson, Jeva Bucog, , Janice pigte, Jellibeth Saleres
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised		Advises student organizations recognized by USOO	1	1	5	5	5	5.00	<u>VSU- AgExsociety</u>
		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							
		<i>On-line ready courseware</i>		<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	-						

		Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	3	5	5	5	5	5.00	Prepares Power Point presentation, video clips, movie clips, reading assignments/tasks on the courses being taught Agex195
		Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	5	5	5	5	5.00	Prepares assessment tools such as long exam, quizzes, problems sets, with these Subjects Agex195
		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 Moodle 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	1	4	5	5	5	5.00	LGU SILAGO, HILONGOS, ABUYOG AND HINDANG
		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							

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	2	4	4	4	4.00	DA -LGU Hinunangan and LGU-SILAGO
	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	15	45	4	4	4	4.00	2 day- training at Hinunangan and Silago
	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	1	2	4	4	4	4.00	Hinunangah Extension Cum Research projects (Increase Rice production) and In Silago (increase Vegetable Production)
	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	95%	100%	4	4	4	4.00	All the trainings conducted in different extension projects Green the Home and Extension Cum reseach project in Hinnangan and Silago
	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	95%	100%	4	4	4	4.00	approved Extension Cum Research Projects in Hinunangan and Silago

	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 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	85%	95%	5	5	5	5.00		
		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								
		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	0% complaint	0% complaint	5	5	5	5.00		

	PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked lby 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				140.00	Comments & Recommendations for Development Purpose: Keep it up!					
	Average Rating				4.52						
	Adjectival Rating				VERY SATISFACTORY						

Evaluated & Rated by:

LIJUEAN J. CUADRA

Head, DAEEx

Date: June 21, 2024

Recommending Approval:

VICTOR B. ASIO

Dean, CAFS

Date: June 24, 2024

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: June 26, 2024

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Anna Martha C. Monsanto

Performance Rating: Outstanding

Aim: Send Miss Monsanto to a local or international training/conference either as a trainee or paper presenter.

Proposed Interventions to Improve Performance: Attend relevant local or international training.

Date: July 2023 Target Date: Within January-June 2024

First Step: Approved by the department's personnel committee, particularly on educational Administration supervision web-based learning education monitoring and evaluation.

Result: Miss Monsanto look for relevant local or international training/conferences.

Date: December 2023 Target Date: Within March-June 2024

Next Step: Miss Monsanto to apply for participation to a local or international training/conference

Outcome: Attended local or international training/presented paper in a local or international conference in 2024.

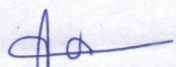
Final Step/Recommendation:

The department strongly recommends her to attend local or international training/conference.

Prepared by:

LIJUERA J. CUADRA
DAEEx Head

Conforme:


ANNA MARTHA C. MONSANTO
Name of Ratee Faculty/Staff