



College of Engineering
Visca, Baybay City, 6521-A Leyte, Philippines

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
Juy-December 2018**

Name of Faculty Member: Dr. Roberto C. Guarte

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean/VP (50%)		2.48	
b. Students (50%)		2.50	
TOTAL for Instruction	70%	4.98	3.48
2. Research	10%	5.00	0.50
3. Extension	10%	5.00	0.50
4. Administration	10%	5.00	0.50
5. Production			
TOTAL			4.98

EQUIVALENT NUMERICAL RATING:

4.98

Additional Points:

CoE Annex Bldg Project (P10M)

Old Library Renovaton Project (15M)

Chairman, CHED TCABE

0.01 Designated as Project leader by

0.01 the University President

0.01 Appointed by CHED Chairman


TOTAL NUMERICAL RATING:

5.01


ADJECTIVAL RATING:

Outstanding


Prepared by:


ROBERTO C. GUARTE
Name of Faculty

Reviewed by:


BEATRIZ S. BELONIAS
VP for Instruction

Approved by:


BEATRIZ S. BELONIAS
VP for Instruction



I, **ROBERTO C. GUARTE**, faculty member of the Department of Agricultural Engineering and Dean of the College of Engineering commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July to December 2018.

ROBERTO C. GUARTE
Professor and Dean
Date: 1/29/19

BEATRIZ S. BELONIAS
Professor III/VP for Instruction
Date: 1/28/2019

Rating Equivalents:
5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory
2 - Fair

[illegible]

[illegible]

MFO No.	MFO Description	Success/Performance Indicator (PI)	Program/Activities/ Projects	Tasks Assigned	Target	Accomplishment (Jan-June 2018)	Rating				Remark
							Quality	Efficiency	Timeliness	Average	
		<i>Student organizations assisted on student related activities</i>	Supervising/ Mentoring	Supervise student-related activities	6	6	5	5	5	5	Include the COE CSSU and its member organizations
		PI 13. Number of instructional materials developed									
		<i>New syllabi</i>	Preparation/ Revising/ Encoding/ Printing	Produce two (2) OBE syllabi	2	2	5	5	5	5	New OBE Syllabi in ABE 131 and ESci. 110
		<i>New lecture manual</i>	Preparation/ Revising/ Encoding/ Printing	Prepares and compiles one (1) lecture manual for the new offering	2	2	5	5	5	5	New Lecture Manual (1st draft) in ABE 131 and ESci. 110
		<i>New Powerpoint lecture presentation (per course)</i>	Preparation/ Revising/ Encoding/ Printing	Preparing five (5) powerpoint lecture presentations	5	6	5	5	5	5	New PowerPoint presentation in lecture topics in ABE 131 and
		PI 14. Additional outputs/Best practices/Initiatives									
		Number of days of Outcomes-Based Education seminars/trainings/ workshops/reviews conducted	Resource Person and coordinator	Spearheading the conduct of series of seminars/ trainings/workshops/ reviews on the Outcomes-Based Education	2	10	5	5	5	5	Resource Person on Training-Workshop on the Development of Integrated OBE and K-12 Compliant BSABE Curriculum (CLSU): Aug. 13-17, 2018 (53 PAX-13 HEIs), Sep. 3-7, 2018 (50 PAX-12 HEIs), Sep. 10-14, 2018 (30 PAX-8 HEIs), Sep. 17-32, 2018 (29 PAX-9 HEIs); (BUCAF): Oct. 29-31 (15 PAX)
		<i>Number of BSABE degree programs in the Philippines evaluated as Chairman of CHED Technical Panel for Agricultural and Biosystems Engineering (TCABE)</i>	Chairman	Evaluating HEI BS Degree Programs in Agricultural and Biosystems Engineering	5	16	5	5	5	5	BU, BUCAF, CAPSU-Burias, CAPSU-Pontverde, CLSU, ESSU, LSPU, PWLE, SPAMAST, TAU, UEP, UPLB, USM, VSU,

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		Number of engineering policy-making meetings of the CHED Technical Panel for Engineering and Technology (TPET) attended	Member	Formulate guidelines and policies in the implementation of engineering degree programs in the Philippines	3	5	5	5	5	5	Meetings were conducted at CHED Central Office, Diliman. Q.C.
		Number of documents reviewed/edited for AACUP Accreditation	Reviewing/ Editing	Reviewing/editing of documents for AACUP Accreditation	2	4	5	5	5	5	Include review of AACUP materials for BSAE, BSCE, BSCE, and BSCST
		Total Points:			n =	15	75	75	75	75	
MFO 3	Research Services	PI 2. Number of research outputs presented in regional/national/ int'l fora/conferences	Preparation and presentation	Preparation/editing of presentation documents	1	2	5	5	5	5	During the National Conference on Climate Change RDE last December 12-14, 2018 that include plenary paper and two (2)
MFO 3	Research Services	PI 3. Number of research projects conducted and/or completed on schedule	Research Projects	Conduct research projects	3	4	5	5	5	5	Includes projects of Bioenergy, Hydraulic Ram Pump, Evaporative Cooling, and Biofuel
		PI 4. Number of research proposals submitted	Research Projects submitted for continuation of on-going projects	Prepare and submit research projects for continuation this year	3	3	5	5	5	5	Includes projects on Bioenergy, Hydraulic Ram Pump, Evaporative Cooling for funding CY 2019
		PI 5. Percent of research proposals approved	Preparation and submission	Prepares and submits one (1) project proposal for funding	50	100	5	5	5	5	Includes projects of Bioenergy, Hydraulic Ram Pump, and Evaporative Cooling

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		PI 7. Amount of research money generated from institutional funding (Thousand PHP)	Research project	Prepares and submits project proposal funding	P500K	630,966.40	5	5	5	5	Includes projects on Bioenergy, Hydraulic Ram Pump, and Evaporative Cooling
		Total Points:			n =	5	25	25	25	25	
MFO 4	Extension Services	PI 2. Number of IEC materials/technoguides developed/used	Supervision	Supervision of IEC materials/technoguides development	5	6	5	5	5	5	Solar Home Systems (SHS), Plant Oil Stove, Biogas, Wind Energy, Hydro Power, and Solar Energy
		PI 3. Number of beneficiaries served									
		<i>Groups</i>	Supervision and Monitoring	Monitoring of SHS units in Leyte, Southern Leyte, and Biliran	50	803	5	5	5	5	760 Solar Home Systems Beneficiaries and 43 recipient municipalities and cities on Solar Streetlights
				Assessment of Solar Power Associations (SoPA) in Leyte, Southern Leyte, and Biliran	4	4	5	5	5	5	SoPAs in San Pedro, San Pablo, Cuatro Islas, and Naval, Biliran
		<i>Individuals</i>	Supervision and Monitoring	Supervise/ Monitor Solar Home System beneficiaries	210	500	5	5	5	5	Monitoring was conducted as part of the Socioeconomic Impact of SHS study

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		PI 4. Number of extension projects conducted and/or completed on schedule	Extension project implementation	Spearhead at least two (2) project and/or completed on schedule	2	2	5	5	5	5	Include the Socioeconomic Impact of SHS study and Operational Study of SHS
		PI 8. Amount of extension money generated from institutional funding (Thousand PHP)	Extension projects	Prepares and submits extension project proposal funding	P250K	P274,785	5	5	5	5	Sum of the MOOE Allocation of RERC for monitoring of Projects and budget for the Socio-economic Impact Project
		Total Points:			n =	6	30	30	30	30	
							1			0	
MFO 5	Support to Operations	PI 3. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	Supervising/ Monitoring	Ensures that all faculty has at least very satisfactory rating in 50% of the subjects evaluated by students	60%	100%	5	5	5	5	All faculty members got at least one (1) Outstanding Rating and 100% got more Very Satisfactory Rating in 50% of the subject evaluated
		Total Points:			n =	1	5	5	5	5	
										0	
MFO 6	General Admin. & Support Services (GASS)	PI 1. Number of departments and/or service units supervised and monitored	Supervising/ Monitoring	Supervising and monitoring	5	7	5	5	5	5	Includes DAE, DCE, DCST, DGE, DME, RERC, TESDA-TVET
		PI 4. No. of management meetings conducted	Planning & Implementation	Preside at least one (1) college-wide meeting per semester; at least once every month for CoE ManCom Meeting	6	8	5	5	5	5	Conducted two (2) Collegewide Faculty and Staff Meeting and six (6) regular ManCon Meeting including emergency meetings
		PI 5. Number of documents attended and served	Checking and action to official documents	Review and Approve documents	1,000	1,500	5	5	5	5	They documents that pass to the Office of the Dean including that involved students, faculty, staff, and documents outside the
		PI 6. Number of academic lecture/laboratory rooms supervised	Supervision	Supervises the maintenance of lecture/ laboratory/ comfort rooms and facilities	13	20	5	5	5	5	Includes the installation of new window grills, jalousies, and tiles of the different classrooms in the new Annex and old engineering building

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		PI 8. Area of lawn supervised (sq.m, approx.)	Supervising	Supervises the maintenance of lawn	5000	6000	5	5	5	5	Includes the regular lawn maintenance in the COE Complex and in the Engineering Workshop area.
		PI 10. Efficient and customer-friendly frontline service	Supervising	Supervise frontline to served clients with courtesy; immediate response to client needs and inquiries	100	100	5	5	5	5	
		PI 11. Intervening Activities									
		Best practices/new initiatives:									
		Number of New Academic Building proposed, constructed and supervised	Supervision and Monitoring	Supervising/ monitoring the construction of new academic building	1	1	5	5	5	5	The Engineering Annex is now 98% completed and
		Number of Building Renovation proposed, funded, and supervised	Supervision and Monitoring	Supervising/ monitoring of on-going building renovation	1	2	5	5	5	5	In addition to the completion of the Graduate School Office and the 2nd Floor occupied by the DepStat, the 1st floor is soon to be completed to accommodate the Dept of Physics and Mathematics
		New Initiatives/Best Practices									
		Creation of Collegewide Committee for building maintenance and implementation of 5S	Supervision and mentoring	Created and mentored committee members on record keeping, operation and maintenance and implementation of the principles of 5s			5	5	5	5	The Committee members are responsible of the maintenance of the classrooms and surroundings of the College of Engineering and the implementation of 5S as can be seen in the different part

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		Creation of Collegewide Records Management Committee for ISO and International Accreditation of COE Degree Programs	Supervision and mentoring	Created and mentored committee members on record management and implementation of the principles of 5s			5	5	5	5	The Committee has been working the Records and Management System of the College of Engineering that is compliant to the requirement of a number of International Certification and Accreditation bodies.
		Total Points:			n =	10	50	50	50	50	
Number of Performance Indicators Filled-up					N =	34	170	170	170	170	
Total Over-all Rating							170.000				
Average Rating							5.000				
Adjectival Rating							Outstanding				
Comments & Recommendations for Development Purpose:											

Evaluated and Rated by:

BEATRIZ S. BELONIAS

Vice President for Instruction

Date: _____

Recommending Approval:

BEATRIZ S. BELONIAS

Vice President for Instruction

Date: _____

Approved:

BEATRIZ S. BELONIAS, Ph.D.

Vice Pres. for Instruction

Date: _____

