

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Prof. Arthur It. Tambong

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.500	
b. Students (50%)		2.167	
TOTAL for Instruction	50%	4.667	2.333
2. Research	10%	5.000	0.500
3. Extension	15%	5.000	0.750
4. Administration	25%	5.000	1.250
5. Production			
TOTAL			4.833

EQUIVALENT NUMERICAL RATING: 4.833

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.833

ADJECTIVAL RATING: Outstanding

Prepared by:

ARTHUR IT. TAMBONG, FPSAE
Name of Faculty

Reviewed by:

ARTHUR IT. TAMBONG, FPSAE
Department Head

Approved by:

EDGARDO E. TULIN, Ph.D.
President



Visayas State University
College of Engineering
DEPARTMENT OF AGRICULTURAL ENGINEERING
Visca, Baybay City, Leyte



INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ARTHUR IT. TAMBONG, Head of the Department of Agricultural Engineering, commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January to June, 2017.

ARTHUR IT. TAMBONG, FPSAE
Professor II/Dept. Head
Date: 19 June 2017

ROBERTO C. GUARTE, Ph.D.
Dean
Date: 19 June 2017

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

MFO No.	MFO Description	Success/Performance Indicator (PI)	Program/Activities/Projects	Tasks Assigned	Target	Accomplishment (Jan-June 2017)	Rating				Remark
							Quality	Efficiency	Timeliness	Average	
MFO 1	Advanced Education Services	PI 1. Number of graduate degree specializations offered and monitored	Supervising/Monitoring	Supervises/Monitors graduate degree specializations	4	4	5	4	5	4.7	Soil and Water, Crop Processing, Renewable Energy, Farm Power & Machinery
		PI 2. Total FTE monitored	Teaching	Teaches one (1) MSAE subject per semester	0.05	0.08	5	4	5	4.7	AGEN 299
		PI 3. Percentage increase in number of graduate students enrolled	Supervising/Monitoring	Supervises/monitors number of undergraduate students enrolled	33	37.5	5	5	5	5.0	from 8 to 11 graduate students
		PI 8. Number of graduate students advised on MS Program	Advising	Advises graduate student/s on MS Program	3	3	5	5	5	5.0	3 advisees

		PI 9. Number of graduate students advised on MS Thesis	Advising/revising	Advises student/s on thesis	1	1	5	5	5	5.0	1 thesis advisee
		PI 10. Number of external MS students lectured on Feasibility Study Preparation	Lecturing	Lecturing of FS preparation	2	4	5	5	5	5.0	MS Students of Prof. L. Preciados
		PI 11. No. of external MS students provided w/ free FS Making software © 2013 by A. Tambong	Free FS software provision	Authorized distributor & licenser (as software author)	2	4	5	5	5	5.0	MS Students of Prof. L. Preciados
		BEST PRACTICES/NEW INITIATIVES:									
		No. of universities visited for Graduate Studies benchmarking	Benchmarking	Visits other universities for Graduate Studies benchmarking	1	2	5	5	5	5.0	MSU-Gensan Campus & SPAMAST-Digos Campus
		No. of MS Degree Programs initiated for OBE-alignment	OBE-alignment of old MS curriculum	Conducts initial activities of curriculum revision into an OBE-aligned curriculum	1	1	5	5	5	5.0	OBE-alignment of MSAE curriculum
MFO 2 Higher Education Services		PI 1. Number of FTE coordinated and implemented	Teaching	Teaches two (2) BSAE subjects per semester	8.00	8.75	5	5	5	5.0	Vacation Sick Leave
		PI 3. Number of degree programs compliant to CMO supervised and implemented	Supervising/ Monitoring	Ensures that the BSAE degree program is compliant to CHED CMO	1	2	5	5	5	5.0	BSAE, MSAE
		PI 4. Percentage (%) increase in number of undergraduate students enrolled	Supervising/ Monitoring	Supervises/monitors the percentage (%) increase of number of undergraduate students enrolled	5	16.33	5	5	5	5.0	CHED K-12 programmed enrollment reduction: 2nd sem, SY 2016-2017 - 114; 1st sem, SY 2016-2017 - 98
		PI 5. Number of undergraduate students who graduated w/in prescribed period	Monitoring/ Mentoring	Encourages and assists graduating students for them to graduate on time	20	22	5	5	5	5.0	22 undergraduate students graduated within prescribed period
		PI 6. Average percentage passing in licensure in mandated programs	Monitoring	Monitors AE licensure exam passers	60.00	N/A					Board examination for Agricultural Engineering is not conducted yet (to be conducted August 2017)

		PI 7. Number of students awarded with scholarship/fellowship/grants	Supervising/ Monitoring	Screens, monitors & evaluates students with scholarship/fellowship/grants	15	18	5	5	5	5.0	18 undergraduate students awarded with scholarship/fellowship/grants
		PI 8. Number of fresh graduates gainfully employed in jobs related to their undergraduate programs	Supervising/ Monitoring	Monitors who and how many BSAE fresh graduates gainfully employed in jobs related to their undergraduate programs	15	NA					fresh graduates are still attending review for Boar Examination on August 2017
		PI 9. Number of undergraduate students awarded with honors/distinction	Supervising/ Monitoring	Monitors who and how many BSAE undergraduate students awarded with honors/distinction	5	22	5	5	5	5.0	84th Commencement Exercises, 14 June 2017: Dionicio, Francis P - Magna Cum Laude; Montañez, Lezario E. - Cum Laude; Sorioño, Triana F. - Cum Laude; Layan, Jessie James D. - VSU Most Outstanding Student (2017) and Recipient of VSU Leadership Award (2017); PSAE Convention: Layan, Jessie James D. - 2017 Outstanding Agricultural Engineering Student (Young Maramba Award); Guatlo, Jucel Marie T. - Phi Delta Outstanding Thesis (Finalist) in Applied Physical and Environmental Sciences, 2nd Place in Department of Agricultural Engineering Best Thesis Award, Regional Tertiary Schools Press Conference-3 Guatlo, Jucel Marie T. - 1st Place (Layout Artist) in Best Magazine, 1st Place (Administrator) in Best Social Networking Sites, 2nd Place (Layout Artist) in Best Special Publication, and 3rd Place (Layout Artist) in Best Literary Folio; 2017 Honors and Awards Convocation, 02 May 2017: College Honors - 4 students, Consistent University Honors - 4 students; Honorees- Graduate Students - Deans List - 2 students
		PI 10. Number of academe/industry linkage established	Coordinating	Establishes linkage/s with academe/industry	5	12	5	5	5	5.0	PhilRice, PhilMech, DA, OPAG-Negros Occ., PSAE, UP Los Baños, UP Diliman, PAGASA, JRMSU, MSU GenSan, SPAMAST
		PI 11. Number of students advised <i>On thesis/ field practice/special problem</i> <i>On consultation</i>									
		PI 12. No. of student organizations Advised/Assisted <i>Student organizations advised</i> <i>Student organizations assisted on student related activities</i> <i>Number of assisted student related activities</i>	Advising/revising Consulting/tutoring Supervising Supervising/ Mentoring/Assisting Supervising/ Mentoring/Assisting	Advises students on thesis/ field practice/special problem Consults/tutors students Supervises two (2) student organizations Supervises/Mentors/Assists student organizations on student related activities Supervises/Mentors/Assists student-related activities	5 45 2 2 2	5 60 2 2 2	5 5 5 5 5	5 5 5 5 5	5 5 5 5 5	5.0 5.0 5.0 5.0 5.0	5th Yr. BSAE students 3rd-5th Yrs. BSAE students PSAE-VSC, CBI-VSU Chapter PSAE-VSC, CBI-VSU Chapter PSAE-VSC, CBI-VSU Chapter

[illegible]

		Number of Washington Accord applied	Supervising/ Preparing	Supervises/Prepares documents for Washington Accord application	1	1	5	5	5	5.0	Washington Accord Accreditation and Certification
		Number of ISO 9001:2015 applied	Supervising/ Preparing	Supervises/Prepares documents for ISO 9001:2015 application	1	1	5	5	5	5.0	ISO 9001:2015 Certification
MFO 3 Research Services		PI 2. No. of research outputs presented in regional/national/int'l fora/conferences									
		<i>In int'l fora/conferences</i>	Preparing/ Encoding/ Printing/ Advising	Prepares and advises one (1) research to present in local/int'l for a/conferences	1	1	5	5	5	5.0	LIDAR Project (covers both research & extension)
		PI 3. Number of research projects conducted and/or completed on schedule	Conducting research study	Conducts research project and/or completed on schedule	1	1	5	5	5	5.0	
		PI 4. Number of research proposals submitted	Preparing/ Encoding/ Printing	Prepares and submits research project proposal for funding	1	1	5	5	5	5.0	
		PI 6. Amount of research money generated from external funding (Thousand PHP)	Research project	Prepares and submits project proposal funding (estimated amount for research component only)	500	1,500	5	5	5	5.0	LIDAR Project - Research Component only (LIDAR covers both research & extension)
		PI 7. Amount of research money generated from institutional funding (Thousand PHP)	Research project	Prepares and submits project proposal funding	100	200	5	5	5	5.0	
		PI 8. Additional outputs									
		Number of research manuscripts rewritten/edited for publication in int'l journals	Preparing/ Encoding/ Printing	Rewriting/editing research manuscript for publication in international journals	1	1	5	5	5	5.0	LIDAR Research Project Report: Assessment of Biliran Hydropower Potentials
MFO 4 Extension Services		PI 5. Number of extension proposals submitted	Preparing/Encoding/ Printing	Prepares and submits extension project proposal for funding	1	2	5	5	5	5.0	Proposals on: FS Training Series, and Provision of Engineering Consultancy Services
		PI 6. Percent (%) of extension proposals approved	Preparing/Encoding/ Printing	Prepares and submits extension project proposal for funding	1	NA					Not acted yet

		PI 7. Amount of extension money generated from external funding (Thousand PHP)	Preparing/Encoding/ Printing	Continued project with external funding (estimated amount for extension component only)	100	1,500	5	5	5	5.0	LiDAR Extension Component only: Mapping Extension Project, until May 31, 2017. NOTE: LiDAR project covers both research & extension
		PI 8. Amount of extension money generated from institutional funding (Thousand PHP)	Preparing/Encoding/ Printing	Prepares and submits project proposal funding (worth P10,000)	60	NA					Not acted yet
		PI 9. Additional outputs									
		Number of technical/expert services:									
		<i>Number of external universities served as Board Reviewer</i>	AE Board Review	Handles review classes	1	2	5	5	5	5.0	MSU-Gensan & SPAMAST-Digos
		<i>Resource Persons</i>	Preparing/ Encoding/ Printing	Prepares documents for board review	1	2	5	5	5	5.0	FS Preparation Lecture at Cebu City sponsored by ATI-National, PSAE Int'l Convention Paper Presentation at Legaspi City
		<i>Consultancy</i>	Consulting/Tutoring	Consults/tutors technical/expert service	1	2	5	5	5	5.0	Mandaue Waste Mgt. Project, Office of the Provincial Agriculturist - Negros Occidental
		Extension initiatives undertaken	Post-evaluation monitoring	Monitoring of projects previously conducted	1	2	5	5	5	5.0	Post-evaluation monitoring of: Patag Irrigation System & LiDAR project in Biliran Province
		Best practices/new initiatives:									
		Number of outreach program conducted by students, faculty and staff	Supervising/ Monitoring	Supervises/Monitors outreach program conducted by students, faculty and staff	1	1	5	5	5	5.0	College of Engineering "Notebook Mo, Sagot Ko"
MFO 5	Support to Operations	PI 3. Percentage of faculty rated by students with at least very satisfactory rating in 50% of 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	5.0	all faculty has at least very satisfactory rating in 50% of the subjects evaluated by students
		PI 4. Number of seminars/ trainings/conventions/ workshops coordinated outside of the university	As participant	Participates seminars/ trainings/conventions/ workshops coordinated outside of the university	1	4	5	5	5	5.0	Varied seminars/ trainings/conventions/ workshops - PSAE, CHED, PhilMECH, ATI

	PI 5. No. of procurements of office supplies and materials based on PPMP	Supervising	Requests and makes series of follow-ups on supplies and materials acquisition	1	2	5	5	5	5.0	1st and 2nd quarter procurements
	PI 6. No. of repair & maintenance supervised of facilities and equipment in support to operations	Supervising	Requests and makes series of follow-ups on repair and maintenance of department equipment & facilities	2	5	5	5	5	5.0	Varied office, facilities & laboratory repair and maintenance
MFO 6 General Admin. & Support Services (GASS)	PI 1. Number of departments and/or service units supervised and monitored	Supervising/ Monitoring	Department Head (supervises CoE Workshop Personnel) & VSU-PAGASA Acting Coordinator	3	3	5	5	5	5.0	Department of Agricultural Engineering, CoE Workshop, VSU-PAGASA
	PI 4. No. of management meetings conducted	Planning & Implementing	Conducts meeting per semester	2	2	5	5	5	5.0	Regular and Special Meetings
	PI 5. Number of documents attended and served	Checking and action to official documents	Approved documents	350	750	5	5	5	5.0	Varied documents
	PI 6. Number of academic lecture/laboratory rooms maintained	Supervising	Supervises the maintenance of lecture/ laboratory/ comfort rooms and facilities	20	20	5	5	5	5.0	DAE lec. & lab. Rooms, Comfort Rooms
	PI 8. Area of lawn maintained (sq.m, approx.)	Supervising	Supervises the maintenance of lawn	3700	3700	5	5	5	5.0	DAE surroundings
	PI 9. Number of office equipment purchased used in general administration	Strengthening of office/laboratory facilities	Approves request to purchase laboratory/office equipment	50	150	5	5	5	5.0	Varied laboratories/office equipment
	PI 10. Efficient and customer-friendly frontline service	Supervising	Supervises frontline to served clients with courtesy; immediate response to client needs and inquiries	Zero complaint from clients	Zero complaint from clients	5	5	5	5.0	Served clients with courtesy; immediate response to client needs and inquiries
Number of Performance Indicators Filled-up						57				
Total Over-all Rating						284.000				
Average Rating						4.982				
Adjectival Rating						Outstanding				

Received by:

Calibrated by:

Recommending Approval:

Approved:

Planning Officer
Date: _____

REMBERTO A. PATINDOL, Ph.D.
Chairman, PMT
Date: _____

BEATRIZ S. BELONIAS, Ph.D.
Vice Pres. for Instruction
Date: _____

EDGARDO E. TULIN, Ph.D.
President
Date: _____

VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte, 6521-A
Teaching Performance Evaluation

Teacher: Tambong, Arthur

Second Semester 2016 - 2017

No. of Raters: 1

Subject: 4 - Agen 299 - Graduate Seminar (Masteral)

Class Type: Lecture

2-3Th

<i>Work Performance</i>	NA	1 <i>Poor</i>	2 <i>Below Satisfactory</i>	3 <i>Satisfactory</i>	4 <i>Very Satisfactory</i>	5 <i>Outstanding</i>	<i>Median</i>
1 Explains course objectives, requirement and grading system at the beginning of the semester					1		4.0
2 Always prepared and organized in class					1		4.0
3 Uses appropriate and updated instructional materials						1	5.0
4 Gives clear instructions/guidelines in accomplishing tasks					1		4.0
5 Discusses lessons clearly and with confidence, giving relevant examples to make the lesson more understandable						1	5.0
6 Makes classroom activities interesting and lively						1	5.0
7 Encourages students to ask questions and welcomes comments and suggestions						1	5.0
8 Has mastery of the subject matter						1	5.0
9 Available for student consultation even outside class time					1		4.0
10 Holds class regularly, starts and dismisses class on time and utilizes class period fully					1		4.0
11 Gives relevant assignments, course requirements					1		4.0
12 Returns quizzes, exams, homework, assignments and exercises						1	5.0
13 Fair in giving grades						1	5.0
14 Wears clean and appropriate clothes/attire in class						1	5.0
15 Firm in implementing policies yet approachable and understanding						1	5.0
16 Commands respect of students						1	5.0
17 Exercises decency in speech and actions					1		4.0
Median Rating		5.0					Outstanding
Median Rating (nearest whole number)		Rating Description					
1		Poor					
2		Fair					
3		Satisfactory					
4		Very Satisfactory					
5		Outstanding					
Suggestions of students for the improvement of their teachers' teaching performance							
1: Explain further lessons that are difficult to understand							100.00%

VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte, 6521-A
Teaching Performance Evaluation

Teacher: Tambong, Arthur Second Semester 2016 - 2017 No. of Raters: 17

Subject: 2 - AE 158 - Soil & Water Conservation Class Type: Laboratory 9-12 Th

<i>Work Performance</i>	<i>NA</i>	<i>1 Poor</i>	<i>2 Below Satis- factory</i>	<i>3 Satis- factory</i>	<i>4 Very Satis- factory</i>	<i>5 Out- standing</i>	<i>Median</i>
1 Explains course objectives, requirement and grading system at the beginning of the semester				1	11	5	4.0
2 Always prepared and organized in class				5	10	2	4.0
3 Uses appropriate and updated instructional materials				4	6	7	4.0
4 Gives clear instructions/guidelines in accomplishing tasks				3	10	4	4.0
5 Discusses lessons clearly and with confidence, giving relevant examples to make the lesson more understandable				2	11	4	4.0
6 Makes classroom activities interesting and lively				6	5	6	4.0
7 Encourages students to ask questions and welcomes comments and suggestions				1	9	7	4.0
8 Has mastery of the subject matter				2	8	7	4.0
9 Available for student consultation even outside class time				1	7	9	5.0
10 Holds class regularly, starts and dismisses class on time and utilizes class period fully			1	7	3	5	3.5
11 Gives relevant assignments, course requirements				3	9	5	4.0
12 Returns quizzes, exams, homework, assignments and exercises				3	9	5	4.0
13 Fair in giving grades				2	8	7	4.0
14 Wears clean and appropriate clothes/attire in class				2	5	10	5.0
15 Firm in implementing policies yet approachable and understanding				3	8	6	4.0
16 Commands respect of students				1	11	5	4.0
17 Exercises decency in speech and actions				3	8	6	4.0
Median Rating		4.0					Very Satisfactory
Median Rating (nearest whole number)		Rating Description					
1		Poor					
2		Fair					
3		Satisfactory					
4		Very Satisfactory					
5		Outstanding					

Suggestions of students for the improvement of their teachers' teaching performance	
1: Avoid discussing matters not related to the lesson	5.88%
2: Be sensitive to student needs & feelings	5.88%
3: Be well-organized in discussing the topic	5.88%
4: Dismiss the class 10 minutes before the time	23.53%
5: Don't just be sitting the whole time while having class	5.88%
6: Don't keep changing your decisions/instructions	5.88%

VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte, 6521-A
Teaching Performance Evaluation

Teacher: Tambong, Arthur

Second Semester 2016 - 2017

No. of Raters: 17

Subject: 2 - AE 158 - Soil & Water Conservation

Class Type: Lecture

9-10 MW

<i>Work Performance</i>	<i>NA</i>	<i>1 Poor</i>	<i>2 Below Satis- factory</i>	<i>3 Satis- factory</i>	<i>4 Very Satis- factory</i>	<i>5 Out- standing</i>	<i>Median</i>
1 Explains course objectives, requirement and grading system at the beginning of the semester				2	9	6	4.0
2 Always prepared and organized in class				5	10	2	4.0
3 Uses appropriate and updated instructional materials				3	7	7	4.0
4 Gives clear instructions/guidelines in accomplishing tasks				6	8	3	4.0
5 Discusses lessons clearly and with confidence, giving relevant examples to make the lesson more understandable				2	10	5	4.0
6 Makes classroom activities interesting and lively				4	10	3	4.0
7 Encourages students to ask questions and welcomes comments and suggestions				2	8	7	4.0
8 Has mastery of the subject matter				3	8	6	4.0
9 Available for student consultation even outside class time				3	6	8	4.0
10 Holds class regularly, starts and dismisses class on time and utilizes class period fully			1	7	6	3	4.0
11 Gives relevant assignments, course requirements				4	8	5	4.0
12 Returns quizzes, exams, homework, assignments and exercises				2	10	5	4.0
13 Fair in giving grades				2	8	7	4.0
14 Wears clean and appropriate clothes/attire in class				4	4	9	5.0
15 Firm in implementing policies yet approachable and understanding				1	11	5	4.0
16 Commands respect of students				4	8	5	4.0
17 Exercises decency in speech and actions				5	5	7	4.0
Median Rating		4.0 Very Satisfactory					
Median Rating (nearest whole number)		Rating Description					
1		Poor					
2		Fair					
3		Satisfactory					
4		Very Satisfactory					
5		Outstanding					

Suggestions of students for the improvement of their teachers' teaching performance

1: Avoid discussing matters not related to the lesson	5.88%
2: Avoid giving green jokes	5.88%
3: Be energetic/enthusiastic when discussing	5.88%
4: Be sensitive to student needs & feelings	5.88%
5: Be well-organized in discussing the topic	11.76%
6: Dismiss the class 10 minutes before the time	41.18%
7: Don't be always absent or late	5.88%
8: Don't just be sitting the whole time while having class	5.88%
9: Have well-prepared powerpoint presentations	5.88%
10: Improve teaching & communication skills	5.88%
11: Inform the students ahead if you can't come to class	5.88%

VISAYAN STATE UNIVERSITY
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