

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: LUZ G. ASIO (Asst. Prof. IV)

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean	35	5.00	1.75
b. Students	35	4.87 <i>f</i>	1.63 <i>x</i> 1.71 <i>f</i>
Total for Instruction	70		3.38 <i>x</i> 3.46 <i>f</i>
2. Research			
a. Client/Dir. for Research			
b. Dept. Head/Center Director	10	5.00	0.50
Total for Research	10		0.50
3. Extension			
a. Client/Dir. for Extension			
b. Dept. Head/Center Director	10	5.00	0.50
Total for Extension	10		0.50
4. Administration	10	5.00	0.50
5. Production			
TOTAL	100		4.88 <i>x</i> 4.96 <i>f</i>

EQUIVALENT NUMERICAL RATING:

4.88 *x* 96 *f*

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.88 *x* 96 *f*

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:


LUZ G. ASIO
Name of Faculty


Reviewed by:


LUZ G. ASIO
Department Head

Recommending Approval:


SUZETTE B. LINA
Dean, College of Agriculture and Food Science

Approved by:


ROTACIO S. GRAVOSO
Vice President, Academic Affairs


"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, LUZ G. ASIO, a faculty member of the DEPARTMENT OF AGRONOMY commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January - June 30, 2024.


LUZ G. ASIO
 Department Head
 Date: 25 July 2024

Approved: 
SUZETTE B. LINA
 College Dean
 Date: 26 July 2024


ROTACIO S. GRAVOSO
 VP for Academic Affairs
 Date: 29 July 2024

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	1	6.55	5	5	5	5.00	AGRO214e, AGRO214, AGRO215, AGRO216n
	PI 8. Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	1	1	5	5	5	5.00	Errol Bernardo
		A3. Number of students advised on thesis/special problem/dissertation								
		<i>As GAC Chairman</i>	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	1	5	5	5	5.00	Errol Bernardo
		<i>As GAC Member</i>	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	5	5	5	5	5.00	Bismark, Sam, Grezel, Elay, Joemel Labrador
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	4	5	5	5	5	5.00	Loreto, Errol, Elay, Cristina, Charlene
	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							
		<i>On-line ready courseware</i>	Prepares Instructional module/laboratory guide/workbook or a combination thereof							




		<i>Supplemental learning resources</i>	Prepares Power Point presentation,, video clips, movie clips, reading assignments depending on course taught		3	5	5	5	5.00	AGRO216n, AGRO215e, AGRO214
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							AGRO216n, AGRO215e, AGRO214, AGRO214e
		A6. Number of on-line course were reviewed by TRP & edited by MMDC editor	Submits the course were duly reviewed by TRP for editing by MMDC editor							
		A7. Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							
	PI 10. Additional outputs:	A8. 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	2	11.25	5	5	5	5.00	AgSc 11, Agro 199B, Agro 115e
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	4	5	5	5	5.00	AgSc 11, Agro 199B, Agro 115e
		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	1	3	5	5	5	5.00	Cruz, MJ, Macalalag, Gases
		A12. Number of trainings attended related to instruction	Attend mandated trainings							
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	4	5	5	5	5.00	AgSc 11, Agro115e
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	2	4	5	5	5	5.00	AgSc 11
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	5	125	5	5	5	5.00	AgSc 11 (120), Agro115e (5)
	PI 8. Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	2	30	5	5	5	5.00	See Attached List
		A17. Number of students advised on thesis/ field practice/special problem:								
		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript	1	3	5	5	5	5.00	Ayop, Alvarez, and Delon
		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript		2	5	5	5	5.00	Declaro and Angeline

		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades							
	PI 9. Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advises student organizations recognized by USOO	0	1	5	5	5	5.00	
		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 *	A21. 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>	Prepares Instructional module/laboratory guide/workbook or a combination thereof							
		<i>Supplemental learning resources</i>	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught		8	5	5	5	5.00	AgSc 11, Agro 199B and Agro 115e Lecture PowerPoint
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.		8	5	5	5	5.00	AgSc 11 (2); Agro 115e (2); AGRO 214e(2) AGRO214 (2);
		A23. 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							
		A24. Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							
	PI 11. Additional outputs	A25. Number of Additional outputs accomplished:								
		<i>Program accreditation/evaluation</i>	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		<i>Agency/firm/Industry linkages</i>	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		A26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
	Average Numerical Rating								5.00	
	TPES Rating								4.67	
	Instruction Involvement (%)								70.00	
	Equivalent Numerical Rating								3.38	
UMFO 3 . RESEARCH SERVICES										

[illegible]

Equivalent Numerical Rating							0.50	
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	A36. 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	A37. 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	A38. Number of extension programs/projects implemented	Implements duly approved extension projects	1	2	5	5	5	5.00 Design, production, and distribution of print add materials and brochures; Biodiversity Enhancement and
PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	A39. 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	A40. 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		0	2	5	5	5	5.00 TWG Member (farming Systems, Land and water Resources)
PI 8. Percent of extension proposals approved *	A41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation						
PI 11. Additional outputs *	A42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *							

		<u>A43</u> . Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
	Average Numerical Rating									5.00
	Extension Involvement (%)									10.00
	Equivalent Numerical Rating									0.50
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*	<u>A44</u> . 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	5	5	5	5.00	
		<u>A45</u> . 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	5	5	5	5.00	
		<i>On program accreditations</i>								
		<i>On institutional accreditations</i>								
UMFO 6. GENERAL ADMIN. & SUPPORT SERVICES (GASS)										
	PI 2. Zero percent complaint from clients served	<u>A46</u> . Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint	5	5	5	5.00	
	PI 3: Additional Outputs	<u>A47</u> . 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							
		<u>A48</u> . Other outputs implementing the new normal due to covid 19	Designs administration/ management related activities and other outputs to implement new normal							
		<u>A49</u> . Involvement in department committees		1	3	5	5	5	5.00	
		<u>A50</u> . Member, BAC TWG								
	Average Numerical Rating									5.00
	Administration Involvement (%)									10.00
	Equivalent Numerical Rating									0.50
	Total Equivalent Numerical Rating									4.88

p	Adjectival Rating	OUTSTANDING
Comments and Recommendation for Development Purposes: <i>Needs to participate in International Conference & publish article in Scopus/WOS.</i>		
Evaluated & Rated by:  LUZ S. ASIO Department Head Date: <i>25 July 2024</i>	Recommending Approval:  SUZETTE B. LINA Dean, College of Agriculture and Food Science Date: <i>26 July 2024</i>	Approved by:  ROTACIO S. GRAVOSO Vice President for Academic Affairs Date: <i>29 July 2024</i>

PERFORMANCE MONITORING & COACHING JOURNAL

Name of Office: Department of Agronomy

Head of Office: LUZ G. ASIO

Number of Personnel: 23

X	1st	Q U A R T E R
X	2nd	
	3rd	
	4th	


Activity Monitoring	MECHANISM			Remarks	
	Meeting		Memo		Others (Pls. specify)
	One-on-One	Group			
Monitoring and evaluation helps identify the most valuable basis for modification of interventions and assess the quality of activities being conducted.	IPCR submission to monitor outputs Head and Student evaluation of faculty's class performance. Class observation by the head.	Conducts monthly meetings and checks updates on assigned task-related activities.			
Coaching True coaching improves employee and organizational resiliency and effectiveness in change, enabling employees to become effective in their tasks or roles in the workplace.	One-on-one coaching for faculty with satisfactory and below ratings. Attend instructional coaching for teacher effectiveness workshop.	Conducts regular meetings with the faculty and the department. Attend instructional coaching for teacher effectiveness workshop.			

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:


LUZ G. ASIO
Immediate Supervisor

Noted by:


SUZETTE B. LINA
Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: LUZ G. ASIO
Performance Rating: OUTSTANDING

Aim: To present at an international conference and publish a book chapter.

Proposed Interventions to Improve Performance

Date: January 2024

Target Date: June 2024

First Step:

Make an abstract for submission to the international conference.
Conceptualize and write a book chapter in an ISI/Scopus-indexed publisher.

Result:

Abstract accepted at an international conference.
Book chapter contribution accepted for publication in an ISI/Scopus-indexed publication.

Target Date: January to June 2024

Next Step:

Present a paper at an international conference.

Outcome: Paper accepted for presentation at an international conference.

Final Step/Recommendation:

Maintain outstanding ratings and continue publishing research articles in ISI /Scopus-indexed journals and books.

Prepared by:



SUZETTE B. LINA
Dean, CAFS

Conforme:


LUZ G. ASIO

Name of Ratee Faculty/Staff



TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

First Semester SY 2023-2024

Name of faculty: ASIO, LUZ G.

Department: Dept. of Agronomy

College: College of Agriculture & Food Sciences

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Num.	Adjec.	
AgSc 11n	INTRODUCTION TO AGRICULTURE	LEC	5.00	Outstanding	100.0%
Agro 115	FIELD CROP PHYSIOLOGY	LEC	5.00	Outstanding	100.0%
Agro 115	FIELD CROP PHYSIOLOGY	LAB	5.00	Outstanding	100.0%
Agro 199-A	SEMINAR - A	LEC	5.00	Outstanding	100.0%
AGRO299	GRADUATE SEMINAR	LEC	5.00	Outstanding	100.0%
AGRO220e	ROOT CROPS	LEC	5.00	Outstanding	100.0%
AGRO214e	PHYSIOLOGICAL ASPECTS OF CROP PRODUCTION	LEC	5.00	Outstanding	100.0%
AGRO215e	APPLIED FIELD CROP PHYSIOLOGY	LEC	4.00	Very Satisfactory	80.0%
Agro 115e	FIELD CROP PHYSIOLOGY	LEC	5.00	Outstanding	100.0%
Average Rating			4.89	Outstanding	97.78%

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

Legend:

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory (S)

3.50 – 4.49 Very Satisfactory (VS)

4.50 – 5.00 Outstanding (O)

Prepared by:

VANESSA W. NAZAL

TPES in-Charge

Date: May 02, 2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: May 02, 2024

Received by:

ASIO, LUZ G.

Name and Signature of Faculty

Date: 6/04/24

Distribution of copies: ODIE, College, Department, Faculty

Vision: A globally competitive university for science, technology, and environmental conservation.

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.