SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **RUTH O. ESCASINAS (Professor III)**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)		4.90	
b. Students (0%)			
Total for Instruction	70%	4.90	3.43
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		5.00	
Total for Research	20.00%	5.00	1.00
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept. Head/Center Director (50%)		4.93	
Total for Extension	5.00%	4.93	0.25
4. Administration	5.00%	4.88	0.24
5. Production			
TOTAL	**100%**	19.71	4.92

EQUIVALENT NUMERICAL RATING: **4.92**

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.92**

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by: Reviewed by:

RUTH O. ESCASINAS   **ULYSSES A. CAGASAN**

Name of Faculty   Head, Department of Agronomy

Recommending Approval:

VICTOR B. ASIO, Ph.D.

Dean, College of Agriculture and Food Science

Approved by:

BEATRIZ S. BELONIAS

Vice President, Instruction

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, <u>RUTH O. ESCASINAS</u>, a faculty member of the <u>DEPARTMENT OF AGRONOMY</u> commit to the deliver and agree to be rated on t attainment of the following targets in accordance with the indicated measures for the period <u>January - June 2020</u>.

Approved:

RUTH O. ESCASINAS
Professor III
Date:

ULYSSES A. CAGASAN
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	Efficiency	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	5	6.4	5	5	5	5.00	
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	3	5	5	5	5	5.00	
		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	5.00	
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	2	1	4.8	4.8	4.8	4.80	
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	3	5	5	5	5	5.00	

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	1	1 (accomplished in Aug)	4.8	4.80	4.8	4.80	
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1 (aaomplished in Oct.)	5	5	5	5.00	
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	5	5	5	5	5	5.00	
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	20	10 (other half to be accomplished in Dec)	5	5	5	5.00	
	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	0 (to be accomplished in Dec)	3	3	3	3.00	
	A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	1	4.8	4.8	4.8	4.80	
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	10	4.9 (other half to be accomplished in Dec.)	4.8	4.8	4.8	4.80	
	A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	5	5	4.8	4.8	4.8	4.80	
	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	2	4.8	4.8	4.8	4.80	

	A12. Number of trainings attended related to instruction	Attend mandated trainings	1	1	4.8	4.8	4.8	4.80	
	A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	20	10 (other half to be accomplished in Dec.)	4.8	4.8	4.8	4.80	
	A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	20	10 (other half to be accomplished in Dec.)	4.8	4.8	4.8	4.80	
	A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	6	6	5	5	5	5.00	
PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	2	2	4.8	4.8	4.8	4.80	
	A17. Number of students advised on thesis/ field practice/special problem:								
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	2	2	4.8	4.8	4.6	4.73	
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript	1	2	5	5	5	5.00	
	A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	4	4	5	5	5	5.00	
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	1	3	5	5	5	5.00	

		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	3	5	5	5	5.00
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	5	5	5	5	5	5.00
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	15	7 (other half will be accompihed in Dec.)	4.8	4.8	4.8	4.80
		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	3 (to be accomplished in Dec)	4.8	4.8	4.8	4.80
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	3 (to be accomolished in Oct.)	5	5	5	5.00
	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	1	4.8	4.8	4.8	4.80
		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	4.80
	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	4.80

	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								
		In refereed nat'l/regional journals		1	to be accomplished in	3	3	3	3.00	
	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 sciencfic for a/conferences	1	1	4.8	4.8	4.8	4.80	
		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							
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by								
		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	1	1	4.8	4.8	4.8	4.80	
		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	A	Behavioral Indicator							
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	1	4.8	4.8	4.8	4.80	
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	1	0	3	3	3	3.00	
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*		1	1	4.8	4.8	4.8	4.80	
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	zero non-conformity	5	5	5	5.00	
		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%	100% compliant	5	5	5	5.00	
		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 %	Zero % complaint	5	5	5	5.00	
	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									189.93	
	Average Rating						4.75	4.75	4.75	4.75	
	Adjectival Rating								OUTSTANDING		

Comments and Recommendations for Development Purpose:

Develop teaching materials and research proposal

1- Quality
2- Efficiency
3- Timeliness
4- Average

Evaluated & Rated by:

ULYSSES A. CAGASAN
Department Head
Date:

Recommending Approval

VICTOR B. ASIO
Dean, _____
Date:

Approved by:

BEATRIZ S. BELONIAS
Vice President for Instruction
Date:

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: RUTH O. ESCASINAS
Performance Rating: OUTSTANDING

Aim: To sustain having an outstanding rating

Proposed Interventions to Improve Performance

Date: January 30, 2020   Target Date: January to June 30, 2020

First Step: Update instructional materials and develop article for publication

Result:
Developed teaching materials and published scientific paper

Target Date: July 1 to Dec. 31, 2020

Outcome: Development of instructional materials and published scientific articles

Final Step/Recommendation:

To publish scientific paper in refereed journal/attend training
Develop research proposal for funding

Prepared by:

ULYSSES A. CAGASAN
Unit Head

Conforme:

RUTH O. ESCASINAS
Name of Ratee Faculty/Staff