

Exhibit K

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: FE M. GABUNADA

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)		4.816 x 100% = 4.816	
Total for Instruction	60%	4.816	2.889
2. Research			
a. Dept. Head/Center Director (100%)		4.780 x 100% = 4.780	
Total for Research	40%	4.8780	1.912
3. Extension			
a. Dept Head/Center Director (100%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL			4.801


EQUIVALENT NUMERICAL RATING: 4.801

Add: Additional Points, if any:

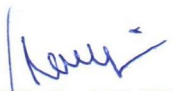
TOTAL NUMERICAL RATING: 4.801

ADJECTIVAL RATING: Outstanding

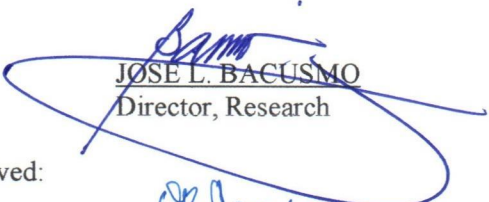
Prepared by:


LILIBETH V. PAGALAN
Admin Aide


Reviewed by:


ROMEL B. ARMECIN
Department Head

Recommending Approval:


JOSE L. BACUSMO
Director, Research

Approved:



OTHELLO B. CAPUNO
Vice President, RDE

"Exhibit B"


VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte, Philippines

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **FE M. GABUNADA**, a faculty member of the **Ecological Farm and Resource Management Institute (Eco-FARMI)**, commit to deliver and agree to be rated on the attainment of the following ^{accomplishments} ~~targets~~ in accordance with the indicated measures for the period **July** to **December 2020**.


FE M. GABUNADA
Professor VI
Date: 17 December 2020

Approved:


ROMEL B. ARMECIN
Unit Head
Date: _____

MFO No.	Description of MFOs/PAPs	Success/Performance Indicators	Task Assigned	Target	Actual Accomplishment	Rating				Remarks
						Q ¹	E ²	T ³	A ⁴	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management										
	PI 1: Total FTE coordinated, implemented & monitored	A1. Actual Faculty's FTE	Handles subjects/courses assigned	0.33	2.34	5	5	5	5	Taught two (2) graduate courses (ECON214 - National Income and Employment and AGE231 - Project Fesibility Studies) with two (2) and three (3) students, respectively).
	PI 8: Number of graduate students advised	A2. Number of students advised	Advise graduate students							

		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertati							
		As GAC Member	Advises and corrects research outline and thesis/SP/ dissertation manuscript							
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	4	5	5	5	5	5	All students in ECON214 and AGE231 did consult primarily through e-mail and SMS.
	PI 9: Number of instructional materials developed	A5. Number of on-line ready courseware developed and submitted for review	Converts the existing instructional materials into flexible learning systems							
		On-line ready courseware	Prepares instructional module/laboratory guide/workbook or a combination thereof	1	1	4	5	5	4.67	Developed Learning Guide for AGE231.

		Supplemental learning resources	Prepares PowerPoint presentation, video clips, movie clips, reading assignments depending on course taught	2	2	4	5	5	4.67	Updated PowerPoint presentation for ECON214 and AGE231 and developed learning tasks for both.
		Assessment tools	Prepares assessment tools such as long examination, quizzes, exercises, etc.	5	7	5	5	5	5	Prepared, administered, and checked the following assessments: one (1) long examination for ECON214, two (2) midterm examination for ECON214 and AGE231, two (2) exercises for AGE231, and two (2) written reports for AGE231.
		A6. Number of on-line ready courseware reviewed by the TRP and edited by the MMDC editor	Submits the courseware duly reviewed by the TRP for editing by the MMDC editor	2	1	4	4	5	4.33	Review of the Learning Guide for AGE231 completed both at the department and college levels. The other target was not accomplished due to the development of the Learning Guide for an undergraduate course (AGE2197) which was unexpectedly handled. The review of said Learning Guide was also completed both at the department and college levels.
		A7. Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	2	2	4	5	5	4.67	Developed Moodle Classroom for ECON214 and regular update of Moodle classroom for AGE231.

			Develops enhanced Outcomes-Based Teaching-Learning Syllabus		1	5	5	5	5	Developed an enhanced OBE Syllabus for ECON214.
	PI 10: Additional outputs	A8. Other outputs implementing the new normal due to Covid-19	Designs experiential learning activities and other outputs to implement the new normal							
UMFO 2. HIGHER EDUCATION SERVICES										
	PI 5: Total FTE coordinated, implemented & monitored	A9. Actual Faculty's FTE	Handles and teaches courses assigned		1	5	5	5	5	Unexpectedly taught one (1) undergraduate course (AGEC197 - Methods of Agricultural Research) with four (4) students.
		A10. Number of grade sheets submitted within prescribed period	Prepares grade sheets and submits on or before deadline		1	5	5	5	5	Submitted midterm grade
		A11. Number of INC forms with grade submitted within prescribed period	Facilitates students in their completion of the subject and submits completion forms with grades							
		A12. Number of trainings attended related to instruction	Attends mandated trainings							
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught		1	5	5	5	5	Prepared, administered, and checked the midterm examination for AGE197.

		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lecture and laboratory							
		A15. Number of laboratory reports and term papers checked and graded	Checks laboratory reports and terms papers submitted as required							
	PI 8: Number of students advised	A16. Number of students advised	Acts as academic adviser to students							
		A17. Number of students advised on thesis/field practice/special problem								
		As SRC Chairman	Advises and corrects research outline and thesis/SP							
		As SRC Member	Advises and corrects research outline and thesis/SP							
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades		3	5	5	5	5	Three out of four students in AGE197 did consult through e-mail and SMS.
	PI 9: Number of student organizations advised/assisted	A19. Number of student organizations advised	Advises student organizations recognized by USSO							
		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 courseware developed and submitted	Prepares and submits for review by the Technical Review Panel							
		On-line ready courseware	Prepares instructional module/laboratory guide/workbook or a combination thereof		1	5	5	5	5	Prepared a Learning Guide for AGECE197.
		Supplemental learning resources	Prepares PowerPoint presentation, video clips, movie clips, reading assignments depending on		2	4	5	5	4.67	Prepared additional resources for AGECE197 specifically on the following topics: (1) Significance, Objectives, and Hypothesis of the Study and (2) Review of Related Literature.
		Assessment tools	Prepares assessment tools such as long examination, quizzes, exercises, etc.		6	5	4	5	4.67	Prepared, administered, and checked the following additional assessments for AGECE197: four (4) exercises and two (2) written reports.
		A22. Number of on-line courseware reviewed by the TRP and edited by the MMDC editor	Submits the courseware duly reviewed by the TRP for editing by the MMDC editor		1	4	5	5	4.67	Review of the Learning Guide for AGECE197 completed both at the department and college levels.
		A23. Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom		1	4	5	5	4.67	Developed Moodle Classroom for AGECE197.

			Develops enhanced Outcomes-Based Teaching-Learning Syllabus		1	4	5	5	4.67	Developed an enhanced OBE Syllabus for AGECE197.
	PI 11: Additional outputs	A24. Number of additional outputs								
		Program accreditation/evaluation	Prepares documents and/or program profile and other materials required during program instructional/ institutional accreditation and/or evaluation							
		Agency/firm/industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT							
		A25. Other outputs implementing the new normal due to Covid-19	Designs experiential learning activities and other outputs to implement the 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	A26. 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	A27. Number of research outputs completed within the year	Conducts and completes research project within the year	1	0					The implementation of the project titled "Development of Mixed Method Approaches to Impact Assessment of Selected Research Projects in Central Philippines" was temporarily suspended due to COVID-19 pandemic.
	PI 3: Number of research outputs published in internationally-refereed or CHED-recognized journal within the year	A28. Number 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 international journals		1	3	5	5	5	5	Published the article titled "Influence of Marine Protected Areas on Fish Catch Productivity Among Selected Fishers in Leyte, Philippines" in the Scientific Papers Series Management, Economic Engineering in Agriculture and Rural Development as co-author and submitted two (2) articles titled "Impact of the National Corn-Based Farmer-Scientists Research, Development and Extension Training Program (FSTP)" and "Impact of PCAARRD's Science and Technology-Based Farm (STBF) Technology Transfer Modality" in the Annals of Tropical Research as first author.
		In refereed national/regional journals								
	PI 4: Number of research outputs presented in regional/national/international fora/conferences	A29: Number of research outputs presented in regional/national/international fora/conferences	Prepares, submits and presents research paper in scientific fora/conferences							
		In international fora/conferences								
		In regional/national fora/conferences								

	PI 5: Number of research proposals approved	A30. Number of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up approval for immediate implementation							
	PI 6: Additional outputs	A31. Number of research-related awards								
		A32. Number of journal articles/scientific paper received and reviewed as peer-reviewer	Acts a peer reviewer of journal articles/scientific papers and returns duly reviewed paper		1	5	4	5	4.67	Reviewed one (1) article for publication in the Annals of Tropical Research.
		A33. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology-							
		A34. Other outputs implementing the new normal due to Covid-19	Designs research-related activities and other outputs to implement the new normal							
			Reviews research proposal		1	5	4	5	4.67	Reviewed a PCAARRD-funded research proposal titled "Impact Assessment of the Integrated and Sustainable Development Program for the Shrimp Industry"


UMFO 4. EXTENSION SERVICES										
	PI 1: Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension services	A35. Number of active partnerships with LGUS, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained	Identifies and links with reliable partners for extension activities and maintains this active partnership							
	PI 2: Number of trainees weighted by the length of training	A36. 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 mandate and priority programs	A37. Number of extension programs/projects implemented	Implements duly approved extension projects							
	PI 4: Percentage of beneficiaries who rated the training courses and advisory services as satisfactory or higher in terms of quality and relevance	A38. Percentage of beneficiaries who rated the training courses 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	A39. Number of technical/expert services	Provides technical and expert services as requested by beneficiaries							
	Research Mentoring	Research Mentor								
	Peer reviewer/Panelist	Peer reviewer/panelist								
	Resource person	Resource person								
	Convenor/organizer	Convenor/organizer								
	Consultancy	Consultancy								
	Evaluator	Evaluator								
	PI 8: Number of extension proposals approved	A40. Number of extension proposals approved	Prepares extension project proposals, submits and follow up approval for immediate implementation							
	PI 11: Additional outputs	A41. Number of extension-related awards								
		A42. Other outputs implementing the new normal due to Covid-19	Designs extension-related activities and other outputs to implement the new normal							

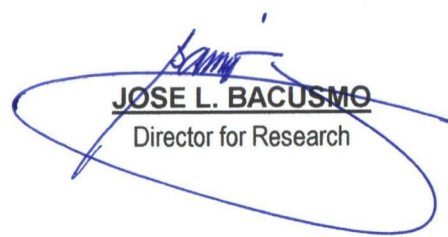
UMFO 5. SUPPORT TO OPERATIONS									
	OVPI MFO 4. Program and Institutional Accreditation								
	PI 8: Compliance to all requirements through the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/Department under ISO 9001:2015	A43. Compliance 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 within the performance of functions as faculty	zero non-conformity					
		A44. Compliance to all requirements of the program and institutional accreditations	Prepares required documents and complies all requirements as prescribed in the accreditation tools						
		On program accreditation							
		On institutional accreditation							

UMFO 6. GENERAL ADMINISTRATION AND SUPPORT SERVICES										
	PI 2: Zero percent complaint from clients served	A45. Customer-friendly frontline services	Provides customer-friendly frontline services to clients							
	PI 3: Additional outputs	A46. Number of new initiatives introduced resulting to best practice replicated/benchmarked by other departments/agencies	Initiates/introduces improvements in performing functions resulting to best practice							
		A47. Other outputs implementing the new normal due to Covid-19	Designs administration/management-related activities and other outputs							
	Total Over-all									101 / 21
	Average Rating									4.809
	Adjectival Rating									


Evaluated and Rated by:


ROMEL B. ARMECIN
 Director, Eco-FARMI

Recommending Approval:


JOSE L. BACUSMO
 Director for Research

Approved by:


OTHELLO B. CAPUNO
 VP for Research, Extension and Innovation

comments and recommendation for development purposes:

Participate webinars related to agriculture & socio-economic plan

PERFORMANCE MONITORING & COACHING JOURNAL

Rating Period: July - December 2020

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


Name of Officer : FE M. GABUNADA
Head of Office : ROMEL B. ARMECIN
Number of Personnel: 1


Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. Specify)	
	One-on-One	Group			
Monitoring Research outcomes relevant to the instiute priority areas	Oct 10, 2020				
Coaching Engagement in consultation practice	Aug 4, 2020				

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

Conducted by:

Noted by:


ROMEL B. ARMECIN
Immediate Supervisor


OTHELLO B. CAPUNO
Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN
Rating Period: July - December 2020

Name of Employee: FE M. GABUNADA
Performance Rating: _____

Aim: To enhance the knowledge of staff on research development related to socio-economics.

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: July 2020 **Target Date:** 3rd Quarter 2020

First Step:

Allow the staff to participate in webinars related to value-chain for equitable and inclusive developments

Result:

The staff actively involved on webinars related to value chain and development

Date: September 2020 **Target Date:** 4th Quarter 2020

Next Step:

Allow the faculty participate in webinars related to Agripreneurship in times of pandemic

Outcome:

The faculty actively participated webinars on Innovation, Incubation and Agripreneurship: The Way Forward Post Pandemic

Final Step/Recommendation:

Prepared by: <

ROMEL B. ARMECIN

Unit Head

Conforme:


FE M. GABUNADA

Name of Ratee