

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS January – June 2022

Name of Faculty Member: Daniel C. Lor

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
6. Instruction			
c. Head/Dean (50%)		4.68x50%= 2.34	
d. Students (50%)		4 4.50x50% = 2.25	2 4.5
Total for Instruction	90%	4.59 4.34	4.131 3.906
7. Research			
e. Client/Dir. for Research (50%)			
f. Dept. Head/Center Director (50%)			
Total for Research			
8. Extension			
e. Client/Dir. for Extension (50%)			
f. Dept Head/Center Director (50%)			
Total for Extension	5%	5	0.25
9. Administration	5%	5.00	0.25
10. Production			
TOTAL			4.631 4.406

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.63

0.00

4.63

ADJECTIVAL RATING:

Outstanding

Prepared by:

DANIEL C. LOR

Name of Faculty

Reviewed by:

CHARLIE S. ANDAN

Department Head

Recommending Approval:

JANNET C. BENCURE

Dean, CET

Approved:

BEATRIZ S. BELONIAS

Vice President, Academic Affairs



VISAYAS
STATE UNIVERSITY



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"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MR. DANIEL C. LOR, a faculty member of the DEPARTMENT OF METEOROLOGY commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JANUARY 1 - JUNE 30, 2022.

DANIEL C. LOR

Instructor I

Date: 7-15-22

Approved:

CHARLIE S. ANDAN

Department Head

Date: 7-15-22

JANNET C. BENCURE

College Dean

Date: 15 July 2022

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										NA
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned							
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript							

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	
		<u>A4</u> . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							
	<u>PI 9</u> : Number of instructional materials developed *	<u>A5</u> . Number of on-line ready coursewares developed and	Converts the existing instructional materials into flexible learning systems							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook							
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course							
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets,							
		<u>A 6</u> : Number of on-line course ware reviewed by TRP & edited by MMDC	Submits the course ware duly reviewed by TRP for editing by MMDC							
		<u>A 7</u> : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							
	<u>PI 10</u> . Additional outputs:	<u>A 8</u> . Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new							
UMFO 2. HIGHER EDUCATION SERVICES										NA
OVPI UMFO 3. Higher Education Management Services										
	<u>PI 1</u> . Percentage of first time licensure exam takers that pass the licensure exams	<u>A1</u> . Percentage of first time takers that passed the licensure exams	Handles and teaches courses assigned							
	<u>PI 3</u> . Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs	<u>A3</u> . Provide support to RQAT compliance for the Program	Follow the CMO for the program							
	<u>PI 4</u> . Percentage of undergraduate programs with accreditations	<u>A4</u> . Percentage of undergraduate programs with accreditations								

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	
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	<i>Handles and teaches courses assigned</i>	10	6.3	4	5	5	4.67	Handles 3 Subjects
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline		3	5	5	5	5.00	Math 112, Mete 136, Mete 149
		A11. 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		4	5	5	5	5.00	INC Grades in PhSc 118 and PhSc 119
		A12. Number of trainings attended related to instruction	Attend mandated trainings		1	4	5	4	4.33	CET Strategic Planning and RDE Agenda Setting Workshop 2022
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught		1	4	5	5	4.67	Mete 149
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab		4	5	4	4	4.33	Math 112, Mete 136, Mete 149
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required		7	4	5	4	4.33	Learning Tasdks and Activities
	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic adviser to students</i>		20	5	5	5	5.00	BSMet - 3
		A17. Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript							

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	
		<u>A18</u> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades		46	4	4	4	4.00	All students in Math 112 (11), Mete 136 (17), Mete 149 (12); and students with deficiencies (INC/Def)
	<u>PI 9</u> : Number of student organizations advised/ assisted *	<u>A19</u> . Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	4	5	5	4.67	VSU Meteorological Society
		<u>A20</u> . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1	4	5	5	4.67	General Assembly, Election of Officers, Board Meetings, Meteorology Week
	<u>PI 10</u> : Number of instructional materials developed *	<u>A 21</u> : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook	2	3	4	4	4	4.00	Math 112, Mete 136, Mete 149
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading, assignments depending on course taught (Flexible Learning Materials)	2	9	5	5	4	4.67	Math 112, Mete 136, Mete 149
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets,	10	15	5	5	4	4.67	Math 112, Mete 136, Mete 149
		<u>A 23</u> : Number of on-line course ware reviewed by TRP & edited by MMDC	Submits the course ware duly reviewed by TRP for editing by MMDC editor							
		<u>A 24</u> : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	2	3	5	5	5	5.00	Math 112, Mete 136, Mete 149
	<u>PI 11</u> . Additional outputs	<u>A 25</u> . Number of Additional outputs								
		<u>A 26</u> . Other outputs implementing the new normal due to covid 19:	Designs experiential learning activities and other outputs to implement new							
			Total points						4.60	
UMFO 3 . RESEARCH SERVICES										

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	
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A29. 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 *	A 29. Number of research outputs completed within the year *	Conducts and completes research oroject within the year							
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 31. 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							
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>								
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 32. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scienfic for a/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	PI 5. Percent of research proposals approved *	A 33. 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 34. No. of research-related awards (research conducted by faculty or								
		A 35. 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							
		A 36. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							

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	
		<u>A 37.</u> 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										
	<u>PI 1.</u> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<u>A 38.</u> 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							
	<u>PI 2.</u> Number of trainees weighted by the length of training	<u>A 39.</u> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	50	64	5	5	5	5.00	Project WAIS #WeatherWiser ver2.0 Webinar
	<u>PI 3.</u> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<u>A 40.</u> Number of extension programs/projects implemented	Implements duly approved extension projects							
	<u>PI 4.</u> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<u>A 41.</u> 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							
	<u>PI 5.</u> Number of technical/expert services	<u>A 42.</u> 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								

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	
	PI 8. Percent of extension proposals approved *	A 43. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
	PI 11. Additional outputs *	A 44. No. of extension-related awards (extrn. conducted by faculty or student)								
		A 45. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new							
			Total points						5.00	
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 46. 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	No non-compliances
		A 47. 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						
		On program accreditations								
		On institutional accreditations								
			Total points						5.00	
UMFO 6. General Admin. & Support Services (GASS)										
	PI 2. Zero percent complaint from clients served	A 48. Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint		5	5	5	5.00	No complaints

PERFORMANCE MONITORING FORM
January – June 2022

Name of Employee: Daniel C. Lor

Task No.	Task Description			Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1	Teaches subjects on:			Meets class regularly (on line); Checked students' outputs. Submit grades to the Registrar's Office	At the start of the semester	January – June 2022	After midterm & after final as set by the University Registrar	Impressive	Satisfactory	Need more preparations in teaching the subjects, since this is new to the instructor. Must submit TOS & TQ (Test Questionnaires). Must submit grades on time
	ESci 112	CALCULUS FOR ENGINEERS I	Lec							
	Mete 136	METEOROLOGICAL INSTRUMENTS AND METHODS OF OBSERVATION	Lec							
	Mete 149	TROPICAL METEOROLOGY	Lec							
2	Attends department organized meeting.			Attendance during meeting	Monthly	As scheduled	Every first Tuesday of the month and as scheduled	Impressive	Satisfactory	Must provide updates on the assigned committees
3	Student advising			Advised students especially academic advisees & also other students needing advice	Within the semester	Within the semester	Within the semester	Very Impressive	Outstanding	Pro-active in addressing students' concerns
4	Develops Instructional Materials of the subjects to teach in the semester for flexible learning			Instructional materials available to students	Before the start of regular classes and within the semester	January – June 2022	Within the semester	Impressive	Very Satisfactory	Must submit OBE Syllabus of Mete 149 Very resourceful in developing IM's
5	Participate in activities of the department, college and university			Attendance to the activities	Within the semester	As scheduled	As scheduled	Very Impressive	Outstanding	None

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
6	Review and evaluate the developed instructional material (OBE, TOS, TS) of all the subject offered this semester	Approved documents Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015	Within the semester	As scheduled	Late	Needs Improvement	Unsatisfactory	Be prompt in reviewing and evaluating TOS with TS

* Either very impressive, impressive, needs improvement, poor, very poor

** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:


CHARLIE S. ANDAN

Head, Department of Meteorology

EMPLOYEE DEVELOPMENT PLAN
January – June 2022

Name of Employee: Daniel C. Lor

Performance Rating: _____

Aim: To finish his master's degree in Meteorology in compliance to VSU Rules and Regulations and CHED Minimum Requirements and to be an effective implementer of the new OBEdized four (4) year BSMet degree program.

Proposed Interventions to Improve Performance:

Date: January 2022

Target Date: December 2022

First Step:

- Constant updates of the status of completion of his MS Meteorology thesis and make plans for possible interventions and assistance.
- Re-orientation on the Outcomes-Based Education principles, provisions of the new Policies, Standards, and Guidelines in the offering of the BSMet curriculum
- Monitoring and coaching on the performance of the faculty member to his committed outputs as reflected on his IPCR.
- To recommend for conferences, conventions, seminars and trainings aligned to his field of specialization to further strengthen his competencies and qualifications.

Results:

- Still working with his thesis for defense but was unable to finish due to high teaching load assigned.
- Prepared and submitted approved Outcomes-Based Teaching and Learning (OBTL) Syllabi of his assigned courses for the second semester SY 2021-2022 and first semester SY 2022-2023.
- Performed his duties and responsibilities as faculty of the Department of Meteorology.

Next Step:

- Require the faculty to communicate with IESM, UP-Diliman for the completion of his MS Meteorology degree
- Reduce the teaching load of the faculty member to be able to have time to work and finish his thesis
- Continue monitoring of his accomplishments and performance to his committed outputs as reflected in his IPCR
- Organize a department-based workshop on writing Extension and Research proposals to strengthen the Department's RDE
- To continue to recommend the faculty member to attend relevant trainings and seminars aligned to his field of specialization


Outcomes:

- Mr. Lor as MS Meteorology degree holder to strengthen the Department Faculty Qualifications and the RDE Implementation
- Program compliance to accreditation
- Continuously perform his duties and responsibilities
- Draft and submit extension and research proposals aligned to his field of specialization
- Be able to attend relevant trainings and seminars aligned to his field of specialization


Final Steps / Recommendations:

- After finishing his MS Meteorology degree, Mr. Lor will be encouraged to implement the Department's RDE Agenda. The DME Faculty Development Plan will also be revisited to align the schedule to pursue his study for the Degree of PhD in Atmospheric Science.

Prepared by:


CHARLIE S. ANDAN
Head, Department of Meteorology

Conforme:


DANIEL C LOR
Faculty