SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **MEDARDO C. MAGDADARO JR.**
INSTRUCTOR II
Period: **January to June 2020**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction	80 %	4.75	3.8
a. Head/Dean (100%)			
Total for Instruction			
2. Research			
3. Extension	20 %		
a. Client/Dir. for Extension (50%)	10 %	4.75	.475
b. Dept Head/Center Director (50%)	10 %	4.75	.475
Total for Extension			
4. Administration			
5. Production			
TOTAL			4.75

EQUIVALENT NUMERICAL RATING: 4.75
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: 4.75

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by:

MEDARDO C. MAGDADARO JR
Name of Faculty

Reviewed by:

SUZETTE B. LINA
Department Head

Recommending Approval:

VICTOR B. ASIO
Dean, CAFS

Approved:

BEATRIZ S. BELONIAS
VP for Instruction

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MEDARDO C. MAGDADARO JR., a faculty member of the DEPARTMENT OF SOIL SCIENCE 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-JUNE, 2020 (Accomplishment).

Approved:

MEDARDO C. MAGDADARO JR
INSTRUCTOR II
Date: September 30, 2020

SUZETTE B. LINA
Department Head
Date:

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficiency	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	0						
	PI 8: Number of graduate students advised *	**A2**. Number of students advised	Acts as academic adviser to graduate students	0						
		A3. Number of students advised on thesis/special problem/dissertation		0						
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	0						
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	0						
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	2	5	5	4.5	5	4.83	

PI	Output	Description							Remarks
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	2	3	5	5	5	5.00	SS 115 (Lec, Lab), SS110 (1 module), ES 001 (2 modules)
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	3	5	5	5	5.00	SS 115 (Lec, Lab), SS110 (1 module), ES 001 (2 modules)
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10	10	4	5	4	4.33	
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	5	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	0						
	A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	3	3	5	4.5	5	4.83	SS 115, SS110 , ES 001
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	1	1	4	4	4	4.00	

UMFO 2. HIGHER EDUCATION SERVICES

OVPI UMFO 3. Higher Education Management Services

PI	Output	Description							Remarks
PI 5: Total FTE, coordinated, implemented and monitored *	**A9**. Actual Faculty's FTE	Handles and teaches courses assigned	14	27.15	5	5	5	5.00	Soils 22 Lab, Soils 24 Lab, Soils 22 Lec
	A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	5	5	5	4	5	4.67	Soils 22 Lab, Soils 24 Lab, Soils 22 Lec
	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	0						

Performance Indicator	Activity	Target	Task / Action	Accomplishment	Rating	Rating	Rating	Average	Remarks
Number of trainings attended related to instruction	A12. Number of trainings attended	2	Attend mandated trainings	2	4.5	4.5	4	4.33	Webinars on making modules. Online training on google classroom and moodle.
	A13. Number of long examinations administered and checked	5	Administers and checks long examination for subjects taught	5	5	5	5	5.00	
	A14. Number of quizzes administered and checked	20	Prepares and checks quizzes for lec and lab	20	5	5	5	5.00	
	A15. Number of lab reports and term papers checked and graded	400	Checks lab reports and term papers submitted as required	400	5	5	5	5.00	Soil 24 lab reports; 22 lab reports
PI 8: Number of students advised *	A16. Number of students advised:	10	Acts as academic adviser to students	10	5	4	5	4.67	
	A17. Number of students advised on thesis/ field practice/special problem:	2		3	5	4	4.5	4.50	Serafin, Castro, Oc1inaria
	As SRC Chairman	1	Advises, and corrects research outline and thesis/SP manuscript		5	5	5	5.00	Oc1inaria
	As SRC Member	2	Advises and corrects research outline and thesis/SP manuscript		4.5	4.5	4.5	4.50	Serafin, Castro
	A18. Number of students entertained for consultation purposes	10	Entertains students consulting on subject taught, thesis and grades	10	5	5	5	5.00	
PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	1	Advises student organizations recognized by USOO	1	5	4	4	4.33	OSSM
	A20. Number of Student organizations assisted on student related activities	1	Assists student organizations in implementing student	1	5	4	4	4.33	OSSM
PI 10: Number of instructional materials developed *	A21: Number of on-line course ware developed and submitted :	3	Prepares and submits for review by the Technical Review Panel	3	5	5	5	5.00	SS 115, SS110, ES 001

		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	3		3	5	5	5	5.00	SS 115, SS110 , ES 001
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10		10	5	4.5	4.5	4.67	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10		10	5	5	5	5.00	
		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	0							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	3		3	5	5	5	5.00	SS 115, SS110 , ES 001
	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	0							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	0							
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	0							
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	0							
	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	0							

	PI	Activity	Description	Value							
	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	0							
		In refereed int'l journals									
		In refereed nat'l/regional journals									
	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	0							
		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	0							
	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	0							
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output	0							
		A 35.Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	0							
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	**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	0							

PI	A (Activity)	Description								
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	0							
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	0							
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	0							
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		0							
Peer reviewers/Panelists	Peer reviewers/Panelists		0							
Resource Persons	Resource Persons		0							
Convenor/Organizer	Convenor/Organizer		0							
Consultancy	Consultant		0							
Evaluator	Evaluator		0							
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	0							

	PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *		0						
		A 43.Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	0						

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 non-conformity						
		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% compliant						
		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 % complaint	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									124	
Average Rating									4.77	
Adjectival Rating									Outstanding	

Average Rating (Total Over-all rating divided by 4)	4.77
Additional Points:	
Punctuality	
Approved additional points	
Final Rating _____	**0**
Adjectival Rating	**OUTSTANDING**

Comments & Recommendations for Development Purposes:

should write more research proposals for possible funding and write scientific articles for publication.

Evaluated & Rated by:

SUZETTE B. LINA
Department Head
Date:

Recommending Approval

VICTOR B. ASIO
Dean, CAFS
Date:

Approved by:

BEATRIZ S. BELONIAS
Vice President for Instruction
Date:

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: MEDARDO C. MAGDADARO JR.
Performance Rating: OUTSTANDING

Aim: To sustain outstanding performance of the department

Proposed Interventions to Improve Performance:

Full support from the University in terms of continuous faculty development program, research/extension activities and administrative support in the preparation of updated teaching materials.

Date: January 2020   Target Date: June 2020

First Step:
        Revise/update Instructional Materials
        Prepare virtual classrooms designed for distance learning

Result:
        New course syllabi for new courses handled were prepared
        Virtual classrooms designed for distance learning were set-up

Date: July 2020   Target Date: December 2020

Next Step:
        Write scientific proposals for future research

Outcome: Submit scientific proposals to other institutions for possible collaboration.

Final Step/Recommendation:
        If proposal is approved and budget is ready, then implementation will follow.

Prepared by:

SUZETTE B. LINA
Unit Head

Conforme:

MEDARDO MAGDADARO JR.
DSS Faculty