



SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Exhibit

Name of Faculty Member: Jeffrey Lloyd L. Cagande

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)		4.79	
b. Students			
Total for Instruction	80%	4.79	3.84
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		0.00	
Total for Research	0	0.00	0.00
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)	0%	0.00	
Total for Extension		0.00	0.00
4. Support to Operation	15%	4.83	0.73
5. Administration	5%	5.00	0.25
TOTAL			4.81

EQUIVALENT NUMERICAL RATING: 4.81

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.81

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

JEFFREY LLOYD L. CAGANDE

Name of Faculty

Reviewed by:

EUSEBIO R. LINA JR.

Department Head

Recommending Approval:

CANDELARIO L. CALIBO

Dean, CAS

Approved:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs



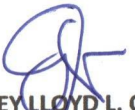
Visayas State University
College of Arts and Sciences
DEPARTMENT OF MATHEMATICS AND PHYSICS
Visca, Baybay City, Leyte




"Exhibit B"


INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, JEFFREY LLOYD L. CAGANDE, a faculty member of the DEPARTMENT OF MATHEMATICS AND PHYSICS 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 TO December 2020.


JEFFREY LLOYD L. CAGANDE
Instructor III
Date: 11/19/2020

Approved:


EUSEBIO R. LINA, JR.
Department Head
Date: 11/20/2020


CANDELARIO L. CALIBO
College Dean
Date:

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	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											
UMFO 2. HIGHER EDUCATION SERVICES											
OVPI UMFO 3. Higher Education Management Services											
	PI 5: Total FTE, coordinated, implemented and monitored *	PI 1. Number of FTE		Teaches: PhSci 122 (2 lecs); Scts 11 (1 lec) and Inquires, Investigation & Immersion (SHS) = 2nd Sem SY 2019-2020	18	19.5	5	5	5	5.00	VL
		PI 2. Number of instructional materials									
		New Course Outline		Prepares new course outline	1	3	5	5	5	5.00	PhSc 133, Phys 32, Gphys 002
		New syllabi OBE		Prepares new syllabi	1	2	5	4	4	4.33	PhSc 133, Phys 32
		Revised syllabi		Revised syllabi							
		New lab. manual		Revises one (1) lecture manual							
		Revised Lab. Manual		Revises one (1) laboratory manual							
		New course outline		Prepares and compiles two (2) course outline							
		Revised course outline		Prepares and compiles one (1) course outline							

		<i>New Lecture manual</i>		Prepares new manual							
		<i>New Powerpoint lecture presentation</i>		Prepares powerpoint	1	2	4	5	5	4.67	PhSci 122
		PI 3. Additional outputs									
		<i>Numbers of hours checking papers per week</i>		Checked papers	2	2	5	5	4	4.67	3 subjects & Inquiries, Investigation & Immersion (SHS) research
		<i>Numbers of hours class preparation per week</i>		Prepared class preparation	2	2	5	5	5	5.00	3 subjects & Inquiries, Investigation & Immersion (SHS) research
		<i>Numbers of seminar/attended</i>									
		A9. Actual Faculty's FTE		<i>Handles and teaches courses assigned</i>							
		A10. Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline	4	4	5	5	5	5.00	PhSci 122 (2 sections); Scts 11 (1 section) and Inquires, Investigation & Immersion (SHS)
		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 period							
		A12. Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings							
		A13. Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects	3	3	5	4	4	4.33	PhSci 122 (2 sections) and Scts 11 (1 section)
		A14. Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	6	6	5	4	5	4.67	PhSci 122 (2 sections) and Scts 11 (1 section)
		A15. Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required							

	PI 8: Number of students advised: *	A16. Number of students advised:		<i>Acts as academic adviser to students</i>							
		A17. Number of students advised on thesis/ field practice/special problem:									
		<i>As SRC Chairman</i>	Advising/correction	Advises, and corrects research outline and thesis/SP manuscript							
		<i>As SRC Member</i>	Advising/correction	Advises and corrects research outline and thesis/SP manuscript							
		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		<i>Advises student organizations recognized by USOO</i>							
		A20. Number of Student organizations assisted on student related activities		<i>Assists student organizations in implementing student</i>							
	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							
		<i>On-line ready courseware</i>		<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	2	3	5	5	5	5.00	PhSc 113 (Wave Mechanics and Optics), Gphys 002 (General Physics 1), and Phys 32 (Wave and Optics)
		Supplemental learning resources		<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	2	3	5	5	5	5.00	PhSc 113 (Wave Mechanics and Optics), Gphys 002 (General Physics 1), and Phys 32 (Wave and Optics)
		<i>Assessment tools</i>		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	3	4	5	5	4.67	PhSc 113 (Wave Mechanics and Optics), Gphys 002 (General Physics 1), and Phys 32
		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							

		A 24 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom								
	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								
		A 26. Other outputs implementing the new normal due to covid 19		Designs experiential learning activities and other outputs to implement new normal								
				Evaluation for SHS immersion portfolio								
				Syllabus for BS Applied Physics program	2		5	5	5	5.00	Phys 115 Computational Physics 1; Phys 120 Optics	
							Total			62.33		
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								
	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								
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized	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								
		<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 30. 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 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								
		A 34. Number of UMs submitted to ITSO, VSU	UM preparation	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 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension	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								
	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	A 38. Number of extension programs/projects implemented		Implementes duly approved extension projects								

	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										
	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										
	<u>PI 8.</u> 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>A 44.</u> 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	zero non-conformity	5	5	5	5.00	
		<u>A 45.</u> Compliance to all requirements of the program and institutional accreditations:	Minutes Preparation	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant	100% compliant	5	5	4	4.67	
		On program accreditations	Pilot Plant Manager								
		On institutional accreditations	SSF Rootcrop facility incharge								
							Total			9.67	

UMFO 6. General Admin. & Support Services (GASS)

	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 performing 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			5.00	
	Total Over-all Rating									77.00	
	Average Rating									4.81	
	Adjectival Rating									0	
	Average Rating (Total Over-all rating divided by 4)		4.81	Comments & Recommendations for Development Purpose: complete PhD degree and engage in RDE activities .							
	Additional Points:										
	Punctuality										
	Approved Additional points (with copy of approval)		4.81								
	FINAL RATING		Outstanding								
	ADJECTIVAL RATING		0								

Evaluated & Rated by:

Eusebio R. Lina, Jr.
EUSEBIO R. LINA, JR.

Department Head

Date: 11/20/2020

Recommending Approval

Candelario L. Calibo
CANDELARIO L. CALIBO

Dean, College of Arts and Sciences

Date: 12/9/20

Approved by:

Beatriz S. Belonias
BEATRIZ S. BELONIAS

Vice President for Instruction

Date: 12/9/20

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Jeffrey Lloyd L. Cagande

Performance Rating: Outstanding

Aim: Encourage him to pursue graduate studies Education-Physics

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

Date: _____
intervention

Target Date: One year from date of

First Step:

Endorsed him to continue in Physics complete his PhD Science

Result: He will be able to finish his PhD Physics Program by 2020


Date: _____
Semester

Target Date: End of Second


Next Step: To continue giving his moral support in his studies until targeted date of full completion of studies in 2020.

Outcome: Good grades

Prepared by:


EUSEBIO R. LINA, JR.
DMP Head

Conforme:


JEFFREY LLOYD L. CAGANDE
Name of Faculty