

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Ma. Gweneth M. Abit (Instructor I)**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean	40.00	4.50	1.80
b. Students	40.00	4.40	1.76
Total for Instruction	80		3.56
2. Research			
a. Client/Dir. for Research			
b. Dept. Head/Center Director			
Total for Research	20	4.00	0.80
3. Extension			
a. Client/Dir. for Extension			
b. Dept. Head/Center Director			
Total for Extension			0.00
4. Administration			0.00
5. Production			
TOTAL	100		4.36


EQUIVALENT NUMERICAL RATING: **4.36**

Add: Additional Points, if any:


TOTAL NUMERICAL RATING: **4.36**

ADJECTIVAL RATING: **VERY SATISFACTORY**


Prepared by:

  
**Ma. Gweneth M. Abit**  
Name of Faculty


Reviewed by:

  
**ULYSSES A. CAGASAN**  
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

Visayas State University  
College of Agriculture Food and Science  
**DEPARTMENT OF AGRONOMY**  
Visca, Baybay City, Leyte



**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (IPCR)**

I, Ma. Gweneth M. Abit, Instructor I of the Department of Agronomy, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January to June 2019.

*[Signature]*  
**Ma. Gweneth M. Abit**  
Instructor I  
Date: July 24, 2019

*[Signature]*  
**ULYSSES A. CAGASAN**  
Head, Department of Agronomy  
Date: \_\_\_\_\_

MFO No.	MFO Description	Success Indicator (SI)	%	Task Assigned	Target	Actual Accomplishment	Rating				Remark
							Quality	Efficiency	Timeliness	Average	
UMFO 1. Advanced Education Services											
20%											
OVPI MFO 1. Graduate Degree Program Management Services											
0 = 3	1 = 4.8	>2 = 5.0	PI 1: Number of graduate degree specializations offered and monitored		Number of graduate degree specializations monitored						
1.5 - 2.0 = 4.8			PI 2: Total FTE monitored		Total FTE	2	3.33	4.8	4.8	4.8	4.80
			PI 3: Percentage increase in number of graduate students enrolled		Monitored graduate students enrolled in the university						
			PI 6: Percentage increase in number of students who graduated within prescribed period		Recommended graduate students for graduation						
OVPI MFO 2. Graduate Student Management Services											
			PI 1: Number of graduate students awarded with scholarship/ assistantship		Monitored graduate students awarded with scholarship/assistantship						
			PI 2: Percentage of graduate students awarded with scholarship/ assistantship who graduated within prescribed period		Monitored graduate students awarded with scholarship/ assistantship who graduated within prescribed period						
UMFO 2. Higher Education Services											
OVPI MFO 1. Curriculum Program Management Services											
			PI 1: Total FTE monitored		Total FTE	3	18.3	4.8	4.8	4.8	4.80

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	PI 2: Number of new undergraduate curricular program compliant to CMO, approved and offered		Reviewed and endorsed for approval in the appropriate body								
	PI 4: Percentage increase in number of undergraduate students enrolled		Reviewed and approved the offering of unscheduled subjects								
	PI 6: Percentage passing of students in licensure board examination		Gave due recognition to placers of the PRC Licensure Board Examinations								
	PI 7: No. of students graduated within the prescribed period		Recommended for approval graduate students awarded with honors/distinction								
OVPI MFO 2. Student Management Services											
UMFO 3. Research Services											
	PI 2. Number of research outputs presented in regional/national/ int'l fora/conferences										
	<i>In int'l fora/conferences</i>		AAACU 22nd Biennial Conference "Harnessing Education as a Vehicle for Sustained Growth in Asia. Visayas State University. October 15-19, 2018	1	1	4.8	4.8	4.8	4.80		
	<i>In institutional fora/conferences</i>										
	PI 3. Number of research projects conducted and/or completed on schedule		NCT-Hybrid	1	1	4.8	4.8	4.8	4.80		
	No. of technical/expert services (as peer reviewer)										
UMFO 4. Extension Services											
	PI 4. Number of extension projects conducted and/or completed on schedule		CAFS -BIDANI project								
	PI 5. Number of extension proposals submitted										
	No. of trainings coordinated										
UMFO 5. Support to Operations (STO)											
OVPI MFO 3. Faculty Evaluation Services											
OVPI MFO 4. Admission & Registration Services											
OVPI MFO 5. Guidance and Counselling & Support to Students Services											
	PI 1: Number of guidance activities conducted		Monitored guidance activities conducted								
	PI 2: Number of students who have availed of guidance and counselling services		Academic advisee guided and advised as organization adviser	1	1	4.8	4.8	4.8	4.80		
	PI 3: Percentage of students awarded scholarship and grants		Monitored number of students awarded with scholarships and grants	1	1	4.8	4.8	4.8	4.80		
	PI 4: Number of best practices on students services implemented										
OVPI MFO 6. Library Services											
OVPI MFO 9. Development Broadcasting & Communication Services											
UMFO 6. General Administration and Support Services (GASS)											

OVPI MFO 1. Administrative and Facilitative Services									
	PI 2: Number of university committees/ boards/council chaired & coordinated		Attended college and university committess meeting						
	PI 5: Number of frontline academic services monitored and ensured to be customer friendly & efficient and citizens charter posted conspicuously		Monitored frontline academic services and ensured to be customer friendly and efficient						
	PI 6: Number of new faculty requested to be hired using procedures aligned with ISO standards		Recommended for approval to the University President						
	PI 7: Number faculty recommended for graduate studies		Recommended for approval to the University President						
	PI 9: Percentage of newly hired faculty oriented with university policies and procedures		Coordinated orientation for newly-hired faculty members						
	PI 10: Percentage of faculty evaluated by their students		Coordinated and monitored faculty evaluation by their students						
OVPI MFO 2. Frontline Services									
Total Over-all Rating									
Average Rating						4.80	4.80	4.80	4.80
Adjectival Rating								OUTSTANDING	

**Comments and Recommendations for Development Purpose:**

*Attend more conferences/training and seminars to gain more experience and skills that can be used in her academic functions.*

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

Evaluated and Rated by:

**ULYSSES A. CAGASAN**

Head, Department of Agronomy

Date: \_\_\_\_\_

Recommending Approval:

**VICTOR B. ASIO**

Dean, College of Agriculture and Food Science

Date: \_\_\_\_\_

Approved by:

**BEATRIZ S. BELONIAS**

Vice President, Instruction

Date: \_\_\_\_\_



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: MA. GWENETH M. ABIT  
Performance Rating: VERY SATISFACTORY

Aim: To attain outstanding rating

Proposed Interventions to Improve Performance:

Date: January 28, 2019

Target Date: December 2019

First Step:

To improve teaching strategies; attend workshops and trainings

Result:

Improved teaching strategies; attended seminar workshops and short course training

Date: January 2020

Target Date:

December 2020


Next Step:

Attend trainings/seminars/conferences to widen knowledge and experience and write scientific paper for publication

Outcome: Attended training and published scientific articles

Final Step/Recommendation:

Prepared by:

  
ULYSSES A. CAGASAN

Unit Head

Conforme:

  
MA. GWENETH M. ABIT  
Name of Ratee Faculty/Staff