

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Engr. James Philip N. Ancheta

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.49	
b. Students (50%)		1.88	
TOTAL for Instruction	100%	4.36	4.36
2. Research	0%	0.00	0.00
3. Extension	0%	0.00	0.00
4. Administration & Support to Operation	0%	0.00	0.00
5. Production	0%	0.00	0.00
TOTAL			4.36

\*Instructor I - January 1, 2021 to June 30, 2021


EQUIVALENT NUMERICAL RATING: 4.36  
 Add: Additional Points, if any:  
 TOTAL NUMERICAL RATING: 4.36

ADJECTIVAL RATING: Very Satisfactory

Prepared by:

  
JAMES PHILIP N. ANCHETA  
 Instructor I


Reviewed by:

  
JANNET C. BENCURE  
 Head, DGE

Recommending Approval:

  
ROBERTO C. GUARTE  
 Dean, CET

Approved:

  
BEATRIZ S. BELONIAS  
 Vice President for Academic Affairs



**VISAYAS**  
STATE UNIVERSITY



**DEPARTMENT OF GEODETIC  
ENGINEERING**

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"Exhibit B"

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

I, JAMES PHILIP N. ANCHETA, a faculty member of the DEPARTMENT OF GEODETIC ENGINEERING commit to the deliver and agree to be rated on the attainment of the following targets with accomplishment in accordance with the indicated measures for the period January 1, 2021 to June 30, 2021.

*[Signature]*  
**JAMES PHILIP N. ANCHETA**  
Instructor I  
Date: *22 July 2021*

Approved:

*[Signature]*  
**JANNE DC. BENCURE**  
Department Head  
Date: *22 July 2021*

*[Signature]*  
**ROBERTO C. GUARTE**  
College Dean  
Date: *23 July 2021*

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment (from January to June 2021)	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
<b>UMFO 1. ADVANCED EDUCATION SERVICES</b>										
<b>OVPI MFO 2. Graduate Student Management Services</b>										
	<b>PI 4:</b> Total FTE coordinated, implemented & monitored*	<b>A1.</b> Actual Faculty's FTE	Handles subjects/courses assigned							
	<b>PI 8:</b> Number of graduate students advised *	<b>A2.</b> Number of students advised	Acts as academic adviser to graduate students							
		<b>A3.</b> Number of students advised on thesis/special problem/dissertation								
		<i>As GAC Chairman</i>	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		<i>AS GAC Member</i>	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		<b>A4.</b> Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							



	<b>PI 9:</b> Number of instructional materials developed *	<b>A5.</b> Number of on-line ready coursewares 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								
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught								
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.								
		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								
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom								
	<b>PI 10.</b> Additional outputs:	<b>A 8.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal								
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>											
<b>OVPI UMFO 3. Higher Education Management Services</b>											
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	Handles and teaches courses assigned	20	41.50	5	5	5	5.00	ESci 121n (3 sections), GEng 131n (2 sections), GEng 146	
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	11	5	5	5	5.00	6 Final gradesheets 1st Sem AY 2020-21; 5 Midterm gradesheets 2nd Sem AY 2020-21	
		<b>A11.</b> 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								
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings								

	<b>A13. Number of long examinations administered and checked</b>	Administers and checks long examination for subjects taught	6	8	5	5	5	5.00	1st Sem - GEng 151, GEng 139, ESci 121m, ESci 113, ESci 113, GEng 200a.4; 2nd Sem-ESci 121n, GEng 131n,
	<b>A14. Number of quizzes administered and checked</b>	Prepares and checks quizzes for lec and lab	10	5	5	5	5	5.00	ESci 121n, GEng 131n, GEng 146
	<b>A15. Number of lab reports and term papers checked and graded</b>	Checks lab reports and term papers submitted as required	10	5	5	5	5	5.00	ESci 121n - 2nd Sem; ESci 121m - 1st Sem
<b>PI 8:</b> Number of students advised: *	<b>A16. Number of students advised:</b>	<i>Acts as academic adviser to students</i>							
	<b>A17. Number of students advised on thesis/ field practice/special problem:</b>								
	<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript	1	2	5	5	5	5.00	Colorito -Special Study Villaneza - OJT
	<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript							
	<b>A18. Number of students entertained for consultation purposes</b>	Entertains students consulting on subject taught, thesis and grades	10	42	5	5	5	5.00	Academic Advisee, students of ESci 121n, GEng 131n thru google form consultation, email and messenger
<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19. Number of Student organizations advised</b>	<i>Advises student organizations recognized by USOO</i>							
	<b>A20. Number of Student organizations assisted on student related activities</b>	<i>Assists student organizations in implementing student related</i>							
<b>PI 10:</b> Number of instructional materials developed *	<b>A 21 :</b> Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	1						
	<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	2	2	5	5	4	4.67	ESci 121n and GEng 131n
	Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	2	2	5	5	5	5.00	ESci 121n and GEng 132n



		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	5	5	5	5	5.00	ESci 121n, GEng 131n and GEng 146
		<b>A 23</b> : 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							
		<b>A 24</b> : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	2	3	5	5	5	5.00	ESci 121n, GEng 146, and GEng 131n
	<b>PI 11</b> . Additional outputs	<b>A 25</b> . 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							
		<b>A 26</b> . Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 3 . RESEARCH SERVICES</b>										
	<b>PI 1</b> . Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	<b>A27</b> . 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							
	<b>PI 2</b> . Number of research outputs completed within the year *	<b>A 28</b> . Number of research outputs completed within the year *	Conducts and completes research oroject within the year							
	<b>PI 3</b> . Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29</b> . 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>								
	<b>PI 4</b> . Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 30</b> . 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>								
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by								
		<b>A 33.</b> 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							
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
<b>UMFO 4. EXTENSION SERVICES</b>										
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> 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							
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implementes duly approved extension projects							
	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> 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							



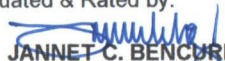
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	Research Mentoring	Research Mentor								
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant								
	Evaluator	Evaluator								
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extn. conducted by faculty or student & faculty) *								
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>										
	<b>PI 8.</b> 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*	<b>A 44.</b> 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					
		<b>A 45.</b> 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								
<b>UMFO 6. General Admin. &amp; Support Services</b>										

PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint					
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						
<b>Total Over-all Rating</b>							54.67	
<b>Average Rating</b>							4.97	
<b>Adjectival Rating</b>							O	


<b>Average Rating (Total Over-all rating divided by 4)</b>			4.97
<b>Additional Points:</b>			
Approved Additional points (with copy of approval)			
<b>FINAL RATING</b>			4.97
<b>ADJECTIVAL RATING</b>			OUTSTANDING

Comments and Recommendations for Development Purposes:  
 He has the potential to grow more in the department. He is encouraged to pursue graduate study.

Evaluated & Rated by:

  
**JANNET C. BENCURE**  
 Department Head  
 Date: 22 July 2021

Recommending Approval

  
**ROBERTO C. GUARTE**  
 Dean, College of Engineering and Technology  
 Date: 23 July 2021

Approved by:


  
**BEATRIZ S. BELONIAS**  
 Vice President for Academic Affairs  
 Date: 7/26/21



Exhibit I

**PERFORMANCE MONITORING FORM**

Name of Employee: **Engr. James Philip N. Ancheta**


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	Teach professional/basic courses/subjects (ESci 121n, GEng 131n, GEng 146)	Assessment and students' grade per course taught	March 2021	July 2021	July 2021	impressive	Outstanding	
2	Assist students through advising and consultation	Improved student performance	March 2021	July 2021		impressive	Outstanding	
3	Develop/revise syllabus and instructional materials	Module and OBE Syllabus approved by the Dept. Review Committee and verified by the Dean and IMD Head	March 2021	July 2021	OBE syllabus (May 2021)	impressive	Outstanding	
		on-line course ware developed and submitted	March 2021	July 2021	July 2021	impressive	Outstanding	Has uploaded supplemental materials like lab exercise and videos in VSUEE
4	Assess students and submit grades to measure students' performance	Assessment and Grades submitted to registrar	March 2021	July 2021	May 2021 (Midterm)	impressive	Outstanding	Submitted grades on time

5	Participate in all activities conducted by the department, college and the university	Alumni Webcoming, Students Orientation Webinar Turnitin Training for Faculty	January-June 2021	June 2021		impressive	Outstanding	Participated in all activities conducted by the department, college and the university
6	Perform other functions assign by the head, dean and the university	Alumni Communicator of the Department	January 2021	December 2021	March 2021	impressive	Very Satisfactory	

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

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

Prepared by:

  
**JANNET C. BENCURE**  
 Head



**EMPLOYEE DEVELOPMENT PLAN**Name of Employee: **James Philip N. Ancheta**

Performance Rating: \_\_\_\_\_

**Aim:** Engr. Ancheta as an effective and efficient implementor of the new OBE'dized four (4) year degree program in Bachelor of Science in Geodetic Engineering (BSGE) as provided for in the new CMO 89, s. of 2017 and the department's RDE Agenda in his field of specialization.

**Proposed Interventions to Improve Performance:**

Date: January 2021

Target Date: June 2021

**First Step:**

Re-orientation on the Outcomes-Based Education principles, provisions of the new Policies, Standards, and Guidelines in offering the new BSGE curriculum as provided for in CMO 89, s. 2017 will be given. He should likewise attend trainings, conferences, and conventions to strengthen his competencies and qualifications.

**Result:**

The faculty was able to prepare Student Learning Guide (SLG) or Instructional Manual for the new normal scheme teaching in accordance to the minimum requirements provided by the CMO 89, s. 2017 and the university. Also, the faculty was able to utilize the VSUEE Classroom for the implementation of remote instruction of the university.

Prepared by:

  
**Jannet C. Bencure**

Head, Dept. of Geodetic Engineering

Conforme:

  
**James Philip N. Ancheta**  
Name of Ratee Faculty