

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: MELVIN A. BAGOT

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.91 x50%= 2.46	
b. Students (50%)		5.00x50% = 2.50	
Total for Instruction	40%	4.96	1.98
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		5.00x100% = 5.00	
Total for Research	30%	5.00	1.50
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)		4.89x100% = 4.89	
Total for Extension	15%	4.84	0.73
4. Administration	15%	4.84	0.73
5. Production	0%	0	0.00
TOTAL			4.94

EQUIVALENT NUMERICAL RATING: 4.94

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.94

ADJECTIVAL RATING: Outstanding

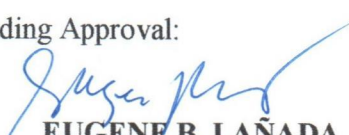
Prepared by:


MELVIN A. BAGOT
Name of Faculty

Reviewed by:


EUGENE B. LAÑADA
Department Head

Recommending Approval:


EUGENE B. LAÑADA
College Dean

Approved:


BEATRIZ S. BELONIAS
Vice President for Academic Affairs

“Exhibit B”

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MELVIN A. BAGOT, of the College of Veterinary Medicine 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 01, 2020 to June 30, 2020.

MELVIN A. BAGOT
Ratee

Approved:

EUGENE B. LAÑADA
Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
Higher Education Services	FTE	Teaching	10	51.80	5	5	5	5.00	
	Number of students advised (thesis outline and manuscript)	Review and corrections for improvement	5	10	5	5	4	4.67	
	On consultation	Guide and facilitate student on subject/course matters, possible topic for thesis outline	5	7	5	5	5	5.00	
	Number of student organizations advised/assisted	Guide, oversee and facilitate student's activities	1	1	5	5	5	5.00	
	Number of instructional material developed	Creation of learning guide and instructional workbook for blended learning	2	2	4	5	5	4.67	
	Number of virtual classrooms created and operationalized	Creation of learning guide and instructional workbook for online learning	2	2	5	5	5	5.00	
Research Services	Number of research paper to be submitted for publication	As primary author or corresponding author	1	1	5	5	5	5.00	
Extension Services	Number of extension projects being conducted	As co-component leader on Vaccinating Chicken Flocks Against ND Disease in Leyte	1	1	4	5	5	4.67	
	Technical/ Expert services as veterinarian	As veterinarian for poultry and swine species	1	1	5	5	5	5.00	
	Number of beneficiaries served	Vaccination on different animal species	5	10	5	5	5	5.00	
	Peer reviewer	As technical expert for a research topic	1	1	5	4	5	4.67	

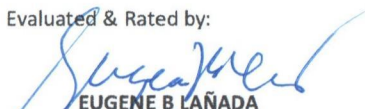
Support to Operations	Meetings attended	As faculty, CVM committee and other committee with appointment	5	11	5	5	5	5.00	
	No. of documents acted upon on time	As faculty member, academic adviser and SRC member	5	5	5	5	5	5.00	
	No. of documents released on time	Academic adviser	3	4	4	5	5	4.67	
	No. of assigned tasks completed before the deadline	Academic adviser	3	4	5	5	4	4.67	
Total Over-all Rating								19.57	

Average Rating (Total Over-all rating divided by 4)	19.57 / 4	4.89
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.89
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose:


Well done!

Evaluated & Rated by:


EUGENE B. LAÑADA
 Dept/Unit Head


Date: 10/5/20

Recommending Approval:


EUGENE B. LAÑADA
 College Dean

Date: 10/8/20

Approved by:


BEATRIZ S. BELONIAS
 Vice President for Academic Affairs

Date: _____

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

PERFORMANCE MONITORING FORM

Name of Employee: MELVIN A. BAGOT


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	Teaching	Exams and Grade submission	March 2020	June 20, 2020	June 18, 2020	Very impressive	Outstanding	<i>very</i>
2	Student's thesis outline and manuscript advising	Thesis outline Thesis manuscript	Jan to May 2020	June 15, 2020	May 26, 2020	impressive	Outstanding	<i>more</i>
3	Consultation with students	Final decision of the student	Jan to May 2020	June 20, 2020	May 2020	Very impressive	Outstanding	<i>more</i>
4	Organization advising	Final decision for the organization with the members	Jan to May 2020	May 2020	May 2020	impressive	Very Satisfactory	<i>to a bit more</i>
5	Creation of instructional materials	Learning guide/ workbook	May-August	August 2020	July 2020	impressive	Very Satisfactory	<i>—</i>

6	Creation of virtual classroom	Virtual classroom	Jan 2020	Jan 2020	Jan 2020	Very impressive	Very Satisfactory	?
7	Submission of research article	Article publication	Jan- June 2020	June 2020	March 18, 2020	Impressive	Outstanding	good!
8	Extension services as component leader of extension project	Monitoring of the vaccination program of the project	Jan- June 2020	June 2020	June 2020	Impressive	Very Satisfactory	good!
9	Veterinarian for poultry and swine species	Health check-up	Jan- June 2020	June 2020	March and May 2020	Impressive	Outstanding	good!
10	Peer reviewer	Article review	Jan- June 2020	Jan 2020	Jan 2020	Impressive	Very Satisfactory	ok
11	Meeting	Attendance and participation	Jan- June 2020	Jan 2020	June 2020	Impressive	Very Satisfactory	ok

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

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

Prepared by:


EUGENE B. LAÑADA
Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: MELVIN A. BAGOT
Performance Rating: OUTSTANDING

AIM: To efficiently deliver Instruction, Research and Extension services to achieve the College targets.

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

Date: January 2020 Target Date: June 2020

First Step: A normal teaching load (Instruction function) in order to have time for research, extension activities and revision of instructional materials and to devote time as a veterinarian.

Result: A better schedule that will allow time for research, extension, field veterinarian and revision of new Instructional Materials.

Date: April 2020 Target Date: June 2020

Next Step: To do instruction, research, extension and revision of instructional materials.

Outcome: Submitted research output for publication, engaged in Extension activities and revised Instructional Materials.


Recommendation:

The department should recruit additional faculty to cover the load of those who are on study leave and the K to 12 subjects to de-load existing faculty.

Prepared by:

Conforme:


MELVIN A. BAGOT
Ratee


EUGENE B. LAÑADA
College Dean