

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: **Marañan, Geleca I.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		$5.0 \times 50\% = 2.5$	
Students (50%)		$4.17 \times 50\% = 2.09$	
TOTAL for Instruction	25%	$4.59 \times 0.25 =$	1.15
Research	50%	$4.76 \times 0.50 =$	2.38
Extension	25%	$4.67 \times 0.25 =$	1.17
TOTAL			4.7

EQUIVALENT NUMERICAL RATING: **4.7**

Add: Additional Points, if any:

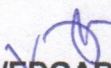
TOTAL NUMERICAL RATING: **4.7**

ADJECTIVAL RATING: **Outstanding**

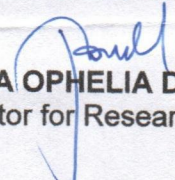
Prepared by:


PRECILA C. BELMONTE
Temp. Administrative Officer


Reviewed by:

 
MARLON M. TAMBIS/EDGARDO E. TULIN
Assistant Director/Director

Recommending Approval:

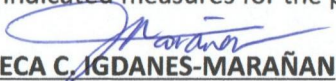

ROSA OPHELIA D. VELARDE
Director for Research


Approved:


MARIA JULIET C. CENIZA
VP for Research Extension & Innovation

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **GELECA C. IGDANES-MARAÑAN**, of **PhilRootcrops** commit 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, 2023.


GELECA C. IGDANES-MARAÑAN
 Ratee

Approved: 
MARLON M. TAMBIS
 Assistant Director


EDGARDO E. TULIN
 Director

MFO & PAPs	Success/Performance Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
Higher Education Services									
	Actual faculty's FTE	Handles subjects/courses assigned by the affiliated department (Agronomy)	1	5.92	5	5	5	5	
	Number of Research Student Advising: <i>As SRC Member</i>	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	3	5	5	5	5	
	Student Advising and Consultation Services: Number of students entertained for consultation	Entertains students seeking consultation with faculty	2	7	5	5	5	5	

	Number of hours spent on student consultation	Provide time for student consultation	5 hrs/wk	10 hrs/wk	5	5	5	5	
Research Services									
	Number of research handled as: <i>Project leader / Study Leader</i>	Conduct and implement research projects	1	3	5	5	5	5	
	Percentage of research proposals prepared, submitted, and approved	Prepares and submits research proposals	50%	100%	5	4	4	4-33	
	Number of research proposals prepared, submitted and approved for funding	Prepares and submits research proposals	1	1 (PhP 600,000)	5	5	5	5	
	Number of trainings and seminars/webinars attended	Participate in different local and international trainings, and seminars/webinars	1	3	5	5	5	5	
	Number of research outputs completed on schedule	Conduct and complete research project on schedule	1	1	5	5	5	5	
	Number of research outputs presented in regional/national/int'l fora/conferences	Present research outputs in regional/national/int'l fora/conferences	1	1	5	5	5	5	
	Number of papers published in other peer-reviewed publications	Writes publishable materials out of research outputs and submits for publication	1	1	4	4	4	4	

	(proceedings, monographs, etc.):								
Extension Services									
	Technical/ Expert services (international, national, regional): <i>Resource Person</i>	Provides the technical and expert services requested by beneficiaries	1	1	5	4	4	4.33	
General Admin. & Support Services									
	Involvement in center committees	To be involved in committees as chair/member	1	3	5	5	5	5	
Total Over-all Rating									

Average Rating (Total Over-all rating divided by 4)		
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.82
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose:

To attend capability build-up training in relationship to the conduct of research.

To pursue graduate studies

Evaluated & Rated by:

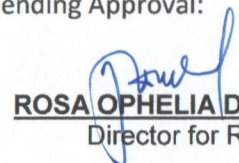

EDGARDO E. TULIN
Director


MARLON M. TAMBIS
Assistant Director

Date: _____

Date: _____

Recommending Approval:


ROSA OPHELIA D. VELARDE
Director for Research

Date: _____

Approved by:


MARIA JULIET C. CENIZA
VP. Research for Extension
and Innovation

Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

X	1 st	Q U A R T E R
X	2 nd	
	3 rd	
	4 th	

Name of Office: **PhilRootcrops**



Head of Office: **Dr. Edgardo E. Tulin & Prof. Marlon M. Tambis**

Name of Personnel: **GELECA I. MARAÑAN**

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	One-on-one discussion on project/program progress/university's concerns	Monthly PRDC meeting Jan. 9, 2023 February 10, 2023 February 15, 2023	Issuance of memoranda		Attendance to PRDC monthly Meetings by the members of Research and Development Council
Coaching	Research proposal for submission to funding agencies	One-on-one discussion on project progress Group coaching during PRDC Meetings			Proposal prepared and submitted to funding agencies New proposal for evaluation

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

 
MARLON M. TAMBIS / EDGARDO E. TULIN
 Assistant Director/Director

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **GELECA I. MARAÑAN**

Performance Rating:

Aim: To implement on-going research projects and prepares research proposals
To perform instruction function

Proposed Interventions to Improve Performance:

Date: July 1, 2023

Target Date December 31, 2023

First Step:

- Implements on-going research projects
- Prepares proposals for review and funding
- Attends related trainings for capability build-up (research management, proposal preparation, writing scientific publications)

Result:

- Implemented the scheduled activities of the research projects
 - Prepared and submitted proposals for review
 - Attended capability build-up trainings
 - Served as instructor at Department of Agronomy
-

Date: Jan 1, 2024

Target Date June 30, 2024

Next Step:

- Continue the implementation of research projects
- Follow-up the submitted proposals
- Attends capability build-up trainings

Outcome: Research projects continuously implemented
Research accomplishments subjected for review and monitoring by the funding agency
Instructor to Agronomy students
Attended capability build-up trainings

Final Step/Recommendation:

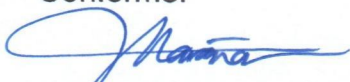
- To maintain performance and or exceed the current performance; to submit proposals and continue doing four-fold functions of instruction, research, extension and production.
- To attend trainings on research management and implementation, writing scientific publications, etc.
-

Prepared by:

 
MARLON M. TAMBIS/EDGARDO E. TULIN

Assistant Director/Director

Conforme:



GELECA I. MARAÑAN

Name of Ratee / Faculty/Staff