

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member:

ED ALLAN L. ALCOBER (Asso. Prof. V)

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
<b>1. Instruction</b>			
a. Head/Dean	35%	4.94	1.73
b. Students	35%	5.00	1.75
<b>Total for Instruction</b>	<b>70%</b>		<b>3.48</b>
<b>2. Research</b>			
a. Client/Dir. for Research			
b. Dept. Head/Center Director	10%	5.00	0.50
<b>Total for Research</b>	<b>10%</b>		<b>0.50</b>
<b>3. Extension</b>			
a. Client/Dir. for Extension			
b. Dept. Head/Center Director	10%	5.00	0.50
<b>Total for Extension</b>	<b>10%</b>		<b>0.50</b>
<b>4. Support to Operations</b>	10%	4.88	0.49
<b>Total Support to Operations</b>	<b>10%</b>		<b>0.49</b>
<b>TOTAL</b>	<b>100%</b>		<b>4.97</b>

EQUIVALENT NUMERICAL RATING:

4.97

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.97

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

Reviewed by:

  
**ED ALLAN L. ALCOBER**

Name of Faculty

  
**LUZ G. ASIO**

Head, Department of Agronomy

 Recommending  
 Approval:

  
**SUZETTE B. LINA, Ph.D.**

Dean, College of Agriculture and Food Science


Approved by:


  
**ROTACIO S. GRAVOSO**

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ED ALLAN L. ALCOVER, a faculty member of the DEPARTMENT OF AGRONOMY commits 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 June 2024.

  
ED ALLAN L. ALCOVER  
Asso. Professor V  
Date: 23 July 2024

Approved:  
  
LUZ G. ASIO  
Department Head  
Date: 24 July 2024

  
SUZETTE B. LINA  
College Dean  
Date: 26 July 2024

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	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										
OVPI MFO 2. Graduate Student Management Services										
	PI: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Teaches assigned graduate courses	1	3.33	5	5	4	4.67	AGRO244 (4 students) AGRO244e (6 students)
	PI 10: Additional outputs	A2. Number of students advised	Supervise graduate advisees	5	5	5	5	4	4.67	Rozonabe, Mondares, Go-od, Mante, Fuentes
		A3. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	5	5	5	5	5	5.00	Galenzoga, Lungay, Alano, Fuentes, Mante, Go-od
		A4. Number of Graduate reports checked	Checks reports required for graduate subject	4	20	5	5	5	5.00	2 term papers and 2 critique papers per student
		A5. Number of Graduate examinations conducted and checked	Conducts and checks examinations for graduate subject handled	4	20	5	5	5	5.00	midterm and final exams
		A6. Number of Graduate grade sheets submitted	Submits gradesheets for graduate subjects	4	20	5	5	5	5.00	midterm and final grades submitted on time
		A7. Number of comprehensive examination conducted	Conducts comprehensive examination for graduate students	2	4	5	5	5	5.00	Alano, Bayarcal, Galenzoga, Manzano
		A8. Supplemental learning resources	Prepares Instructional learning resources for graduate subjects	1	1	5	4	5	4.67	Updated the Agro244 learning guide by adding advanced researches related to cereal production
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										



	<b>PI 10:</b> Total FTE, coordinated, implemented and monitored *	<b>A1:</b> Actual Faculty's FTE	Handles and teaches courses assigned	8	15.6	5	5	5	5.00	Agro144e (2 students), AgSc20 (37 students), AgSc20 (117 students), Agro200 (5 students), Agro200-B (11 students)
	<b>PI 15:</b> Number of instructional materials/syllabi approved	<b>A2:</b> Number of instructional materials/syllabi approved	Prepares instructional materials/syllabi for approval	1						To be accomplished in the second rating period
	<b>PI 16:</b> Percentage of courses offered with final grades submitted within the allowable period	<b>A 3:</b> Percentage of courses offered with final grades submitted within the allowable period	Submits grade-sheets within allowable period	2	9	5	5	5	5.00	All submitted all grade sheets on time of the 9 subjects handled in the second semester
	<b>PI 18:</b> Percentage of courses rated at least VS in the Teaching Performance Evaluation by Students (TPES)	<b>A 4:</b> Percentage of courses rated at least VS in the Teaching Performance Evaluation by Students (TPES)	Receives at least a VS in the Teaching Performance by students (TPES)	50%	100%	5	5	5	5.00	Rated outstanding of all the subjects handled
	<b>PI 19:</b> Additional Outputs	<b>A 10:</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	4	5	5	5	5.00	Administered 2 long exams of the two AgSc20 sections handled
		<b>A 11:</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	5	10	5	5	5	5.00	Administered 10 quizzes of the two AgSc20 sections handled
		<b>A 12:</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required		2	5	5	5	5.00	Agro 141e (Term Paper and Critique Paper)
		<b>A 13:</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	5	5	5	5	5.00	Agro144e (2 students) AgSc20 (37 students) AgSc20 (117 students) Agro200 (5 students) Agro200-B (11 students)
		<b>A 14:</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1	5	5	5	5.00	Served as adviser of the Agronomy Majors Association
		<b>A 19:</b> Awards received	Receives International/ National/Regional award							
	<b>Average numerical rating: Instruction</b>									4.94
	<b>TPES Rating</b>									5.00
	<b>Instruction Involvement (5)</b>									70.00
	<b>Equivalent Numerical Rating</b>									3.48
<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>A21.</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	1	2	5	5	5	5.00	Adlai Project funded by VSU OneRicePH Project funded by IRRI
	<b>PI 3.</b> Number of research outputs completed within the year *	<b>A 21.</b> Number of research outputs completed within the year *	Conducts and completes research project within the year	1	1	5	5	5	5.00	OneRicePH Project with IRRI



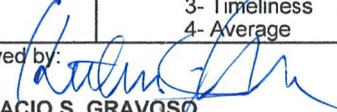


	<b>PI 3:</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 22:</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences							
		<i>a. International</i>								
		<i>b. National</i>								
		<i>c. Regional or Institutional Conferences</i>								
	<b>PI 7:</b> Amount of research money obtained from external sources	<b>A 23:</b> Amount of research money obtained from external sources	Requests for research money from external sources	200,000	389,516.60	5	5	5	5.00	Stipulated in the LOA between IRRI and VSU for OneRicePH Proj and VSU Research Office for the Adlai Proj.
<b>Average numerical rating: Research</b>									<b>5.00</b>	
<b>Research Involvement (%)</b>									<b>10.00</b>	
<b>Equivalent Numerical Rating for Research</b>									<b>0.50</b>	
<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 (MOUs/MOAs)	<b>A 32:</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	2	2	5	5	5	5.00	MOA between VSU and MAO of Albura, Leyte, MOA between VSU and MAO of Hinunangan, Leyte
	<b>PI 2:</b> Number of trainees weighted by the length of training	<b>A 33:</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	25	58	5	5	5	5.00	Training on Rice Production
	<b>PI 3:</b> Number of extension programs and projects	<b>A 34:</b> Number of extension programs and projects	Implements extension programs and projects	1	3	5	5	5	5.00	Extension Proj for Albura, Extension Proj for Hinanangan Agronomy Extension Proj
	<b>PI 4:</b> Percentage of beneficiaries who rated the training course/s as satisfactory or higher in terms of quality and relevance	<b>A 35:</b> Percentage of beneficiaries who rated the training course/s as satisfactory or higher in terms of quality and relevance	Provides quality and relevant training courses							
	<b>PI 5:</b> Number of technical/expert services	<b>A 36:</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
		<i>a. Peer reviewer of journal/book</i>								
		<i>b. Review of research and extension proposal</i>								
		<i>c. Resource speaker/person (panelist, discussant, judge in academic and research competition, moderator in conferences, convenor, facilitator)</i>		2	3	5	5	5	5.00	Extension Proj for Albura, Extension Proj for Hinanangan Agronomy Extension Proj
		<i>d. accreditor</i>								
		<i>e. consultancy</i>								
	<b>PI 6:</b> Number of extension proposals submitted	<b>A 37:</b> Number of extension proposals submitted	Prepares extension project proposals and submits for review							
	<b>PI 7:</b> Number of extension proposals approved	<b>A 38:</b> Number of extension proposals approved	Follow ups submitted and reviewed extension proposals							

PI 8: Number of extension proposals implemented	A 39. Number of extension proposals implemented	Implements duly approved extension projects		1	5	5	5	5.00	Agronomy Extension Proj
PI 9: Number of extension outputs presented in int'l, national, regional or institutional conferences	A 40. Number of extension outputs presented in:	Prepares, submits and presents extension paper in conferences							
	a. International								
	b. National								
	c. Regional or Institutional Conferences		1	1	5	5	5	5.00	Agronomy Extension Proj
PI 10: Number of extension activities conducted	A 41. Number of extension activities conducted	Conducts extension program activities	1	5	5	5	5	5.00	Extension Proj for Albuera, Extension Proj for Hinanangan Agronomy Extension Proj Acted as resource person of ATI-8 training and VSU DYDC resource person
PI 11. Additional outputs *	A 42. No. of extension-related awards (extr. conducted by faculty or student & faculty) *	Receives an award related to extension activities							
Average Numerical Rating: Extension								5.00	
Extension Involvement (%)								10.00	
Equivalent Numerical Rating for Extension								0.50	
UMFO 5. SUPPORT TO OPERATIONS									
OVPI MFO 1. Faculty Development Services									
PI 7: Number of trainings, seminars, and conferences attended	A 50. Number of training, seminars, and conferences attended (international, national, regional/institutional)	Attends training, seminars, and conferences attended (international, national, regional/institutional)							
	International								
	National								
	Regional/Institutional								
OVPI MFO 3. Registration Services									
PI 9: Percentage of students enrolled and validated within the registration period	A 51. Percentage of students enrolled and validated within the registration period	Validates students within the registration period	80%	100%	5	5	5	5.00	Validated all student advisees on time
PI 10: Number of students advised during the registration period	A 52. Number of students advised during the registration period	Acts as academic adviser	10	22	5	5	5	5.00	R. Cornico, C. DeClaro, I. Lim, H. Perez, A. Plarisan, A. Polido, M.J. Serino, J. Tumalak, A. Verano, Ma. Yrabono, C. Jordan, Alvarez G., Vega J., Aguinaldo S., Alinsob M., Ramirez, E., Albero, M., Blanco, J., Borja, C. Deguia, R., Noche, S., Norono, J
OVPI MFO 4. Curricular Program Management Services									
PI 12: Number of IMs reviewed by the DIMRC	A 53. Number of IMs reviewed by the DIMRC	Submits IMs for review							



PI 13: Number of course syllabi and TOS reviewed and approved	A 54. Number of course syllabi and TOS reviewed and approved	Submits course syllabi and TOS for approval	2	2	5	5	5	5.00	Submitted TOS for AgSc20, Agro 144e
PI 16: Number of student thesis advised:	A 57. Number of students advised on thesis/field practice/special problem:	Advises and corrects research outline and thesis/SP manuscript	4	13	5	5	5	5.00	Ayop, Beron, Tambis, Bidua, Declaro, Noronio, Cruz, Damalerio, Dumandan Dagoy, Repasa, Tuyan, Lungay, Manzano, Galenzoga
	As SRC Chairman		2	6	5	5	5	5.00	
	As SRC Member		2	7	5	5	5	5.00	
PI 18: Number of students from other schools having summer program supervised	A 59. Number of students from other schools having summer program supervised	Acts coordinator/facilitator for students from other schools having summer program in VSU	1						To be accomplished in the second rating period
PI 19: Number of external institutions/agencies conducting benchmarking activities served	A 60. Number of external institutions/agencies conducting benchmarking activities served	Facilitates in assisting of the external institutions/agencies conducting benchmarking activities							
PI 20: Number of students from other academic departments conducting research activities served	A 61. Number of students from other academic depts conducting research activities served	Facilitates in assisting students from other academic depts conducting research activities	1	2	5	5	5	5.00	Lungay (Soil Science) Manzano (Animal Science)
PI 21: Additional outputs	A 62. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	5	10	5	5	5	5.00	Various consultations with students were made. Most of the concerns are related to research/thesis
<b>UMFO 6. General Admin. &amp; Support Services (GASS)</b>									
PI 3: Number of committee meetings conducted	A 67. Number of committee meetings conducted	Acts as committee chairman	2	2	5	4	5	4.67	Acted as OJT Coordinator and Chairman of the Physical Facilities Committee, Chairman TWG on Farming System
PI 4: Number of routinary documents acted	A 68. Number of routinary documents acted	Signs documents	4	10	5	5	5	5.00	Various documents were signed these include, enrollment related concerns, DTRs, TOS, OBE Syllabus, MOA/LOA, Job Contract
PI 5: Number of requests acted	A 69. Number of requests acted	Approves requests	4	4	5	4	5	4.67	Request related to the use of screenhouse and farm equipment
PI 6: Number of memoranda prepared	A 70. Number of memoranda prepared	Issues memoranda							
PI 9: Number of submitted DTR within 20 days after the last day of the month	A 73. Submits DTR within 20 days after the last day of the month	Submits DTR within 20 days after the last day of the month	12	6	5	5	4	4.67	No pending DTRs
PI 10: Percentage of complaints, if any, addressed on time	A 74. Percentage of complaints, if any, addressed on time	Addresses complaints on time (if any)	75%						No complaints received

PI 17: Additional Outputs	A 80. Number of meetings attended	Attends meetings (departmental/institutional)	12	8	5	5	4	4.67	Various meetings attended which included TWG meetings, IGP meetings, Department meetings, etc.
	A 81. 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.82. Involvement in University Projects and Committees	Manages University Projects and Committees	2	2	5	4	5	4.67	Manager on Rice Seednet Proj Manager Patag Rice Production
Average numerical rating: production, operation, administration and support services								4.88	
Administration involvement (%)								10.00	
Equivalent numerical rating								0.49	
Total equivalent numerical rating								4.97	
Adjectival Rating								OUTSTANDING	
Comments and Recommendations for Development Purpose: <i>Needs to attend international conferences and publish articles in refereed journals for publication</i>								1- Quality 2- Efficiency 3- Timeliness 4- Average	
Evaluated & Rated by:  <b>LUZ G. ASIO</b> Department Head, Agronomy Date: 24 July 2024			Recommending Approval  <b>SUZETTE B. LINA</b> Dean, CAFS Date: 26 July 2024			Approved by:  <b>ROTACIO S. GRAVOSO</b> Vice President for Academic Affairs Date: 29 July 2024			



# PERFORMANCE MONITORING & COACHING JOURNAL

Name of Office: Department of Agronomy

Head of Office: LUZ G. ASIO

Number of Personnel: 23

X	1st	Q U A R T E R
X	2 <sup>nd</sup>	
	3 <sup>rd</sup>	
	4th	


Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
<b>Monitoring</b> and evaluation helps identify the most valuable basis for modification of interventions and assess the quality of activities being conducted.	IPCR submission to monitor outputs  Head and Student evaluation of faculty's class performance.  Class observation by the head.	Conducts monthly meetings and checks updates on assigned task-related activities.			
<b>Coaching</b> True coaching improves employee and organizational resiliency and effectiveness in change, enabling employees to become effective in their tasks or roles in the workplace.	One-on-one coaching for faculty with satisfactory and below ratings.  Attend instructional coaching for teacher effectiveness workshop.	Conducts regular meetings with the faculty and the department.  Attend instructional coaching for teacher effectiveness workshop.			

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

Conducted by:

  
**LUZ G. ASIO**  
Immediate Supervisor

Noted by:

  
**SUZETTE B. LINA**  
Next Higher Supervisor



**EMPLOYEE DEVELOPMENT PLAN**

Name of Employee: ED ALLAN L. ALCOBER  
Performance Rating: OUTSTANDING

**Aim:** Maintain the outstanding rating

**Proposed Interventions to Improve Performance**

Date: January 2024 Target Date: June 2024

**First Step:**

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Update instructional materials  
Collaborate with LGU and ATI-8 on capacity building of extension agents  
Attend and participate in scientific forum  
Increase production and income by 20% of the managed IGP on rice

**Result:**

Has updated the instructional materials  
Has collaborated with LGU and ATI-8 on capability building of extension agents  
Has attended/participated in scientific forum  
Has increased the production and income by 20% of the managed IGP on rice

**Target Date:** January to December 2024

**Next Step:**


To publish scientific paper in refereed journal/attend training  
To write and submit research proposal to funding agencies

**Outcome:** Published research articles and conducted ongoing research

**Final Step/Recommendation:**

To pursue Ph D degree in Agronomy

Prepared by:

  
**LUZ G. ASIO**  
Unit Head

Conforme:

  
**ED ALLAN L. ALCOBER**  
Name of Ratee Faculty/Staff



**TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING**

First Semester SY 2023-2024

Name of faculty: ALCOBER, ED ALLAN L.

Department: Dept. of Agronomy

College: College of Agriculture & Food Sciences

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Num.	Adjec.	
CpSc 21	PRINCIPLES OF CROP PRODUCTION	LEC	5.00	Outstanding	100.0%
Agro 122n	FARMING SYSTEM	LEC	5.00	Outstanding	100.0%
Agro 122n	FARMING SYSTEM	LAB	5.00	Outstanding	100.0%
Agro 144	CEREAL PRODUCTION	LEC	5.00	Outstanding	100.0%
Agro 141E	CROPPING SYSTEM	LEC	5.00	Outstanding	100.0%
Average Rating			5.00	Outstanding	100.00%

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

Legend:

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory(S)

3.50 – 4.49 Very Satisfactory(VS)

4.50 – 5.00 Outstanding(O)

Prepared by:

VANESSA W. NAZAL

TPES in-Charge

Date: May 02, 2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: May 02, 2024

Received by:

ALCOBER, ED ALLAN L.

Name and Signature of Faculty

Date: 5/20/24

Distribution of copies: ODIE, College, Department, Faculty