

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Rating Period: JULY-DECEMBER 2022

Name of Faculty Member:

JOHN MARTIN A. DIAO

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2x3)
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head (50%)		4.97 x 50% = 2.485	
b. Students (50%)		3.88 x 50% = 1.940	
TOTAL for Instruction	85%	4.43	3.761
2. Research			
a. Client/Director for Research			
b. Dept. Head/Center Director			
TOTAL for Research			
3. Extension			
a. Client/Director for Extension			
b. Dept. Head/Center Director	10%	5.00 x 0.10 = 0.500	
TOTAL for Extension			0.500
4. Production			
5. Administration/Other Services	5%	5.00 x 0.05 = 0.250	0.250
TOTAL	100%		4.511

EQUIVALENT NUMERICAL RATING: 4.511

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.511

ADJECTIVAL RATING:

VERY SATISFACTORY

Prepared by:

JOHN MARTIN A. DIAO

Name of Faculty

Reviewed by:

JETT C. QUEBEC

Department Head

Recommending Approval:

MA. THERESA P. LORETO

Dean, CAS

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, JOHN MARTIN A. DIAO, a faculty member of the DEPARTMENT OF LIBERAL ARTS AND BEHAVIORAL SCIENCES commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JULY-DECEMBER 2022

JOHN MARTIN A. DIAO

Instructor I

Date: December 16, 2022

Approved:

JETT C. QUEBEC

Department Head

Date: January 6, 2023

MA. THERESA P. LORETO

College Dean

Date: JAN 13 2023

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
						Quality	Efficiency	Timelines	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented &	A1. Actual Faculty's FTE	Handles subjects/courses assigned	N/A	N/A					
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	N/A	N/A					
		A3. Number of students advised on thesis/special problem/dissertation		N/A	N/A					
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	N/A	N/A					
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	N/A	N/A					
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	N/A	N/A					

	PI 9: Number of instructional materials developed *	A5. Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems	N/A	N/A					
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	N/A	N/A					
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	N/A	N/A					
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	N/A	N/A					
		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	N/A	N/A					
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	N/A	N/A					
	PI 10 . Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	N/A	N/A					
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	18	33.45	5	5	5	5.00	3 units during Midyear 2022; 19 units 1st sem 2022-2023
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	12	16	5	5	5	5.00	2 Phlo 11 Midyear 2022; 8 Phlo 11 1st sem 2022-2023; 2 IPHIL 002
		A 11 . 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	NONE	10	5	5	5	5.00	
		A12. Number of trainings attended related to instruction	Attend mandated trainings	2	0					
		A13. Number of long examinations administered and	Administers and checks long examination for subjects taught	24	253	5	5	5	5.00	Phlo 11 Midyear 2022: 60; Phlo 11 1st sem 2022-2023: 120; ScSc 11n: 34; IPHIL
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	100	1,477	5	5	5	5.00	Phlo 11 Midyear 2022: 180; Phlo 11 1st sem 22-23: 840; ScSc 11n: 340; IPHIL 002: 117

	A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	NONE	NONE					
PI 8: Number of students advised: *	A16 . Number of students advised:	Acts as academic advisor to students	N/A	N/A					
	A17 . Number of students advised on thesis/ field practice/special problem:		N/A	N/A					
	<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript	N/A	N/A					
	<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript.	N/A	N/A					
	A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	50	253	5	5	4	4.67	
PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO	NONE	NONE					
	A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	NONE	NONE					
PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
	<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	2	NONE					
	<i>Supplemental learning resource</i>	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	2	14	5	5	5	5.00	20 Video Recordings; 20 Powerpoint presentations
	<i>Assessment tools</i>	<i>Prepares assessment tools such as long exam, quizzes, problems sets, etc</i>	2	4	5	5	5	5.00	16 Assessments; 2 Final Paper
	A 23 : 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	2	NONE					


		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	12	1	5	5	5	5.00	1 Phlo 11; 1 ScSc 11n; 1 IPHL 002
	PI 11. Additional outputs	A 25. 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	1	2	5	5	5	5.00	AACUP Area IX for ABELS and MSLT
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	N/A	N/A					
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	2	NONE					
					SUB-TOTAL				4.97	
UMFO 3 . RESEARCH SERVICES										
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A27. 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	NONE					
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year	1	NONE					
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. 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	1	NONE					
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>								

	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scienfic for a/conferences	2	NONE					
		<i>In int'l fora/conferences</i>		1						
		<i>In nat'l/regional fora/conferences</i>		1						
	PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	1	NONE					
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)		1	NONE					
		A 33. 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	1	NONE					
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output	N/A	N/A					
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	1	NONE					
					SUB-TOTAL				NONE	
UMFO 4. EXTENSION SERVICES										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs,	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders <i>facilitated and maintained</i>	Identifies and links with probable partners for extension activities and maintains this active partnership	1	1 DepEd Baybay City Division	5	5	5	5.00	
	PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	1	NONE					
	PI 3. Number of extension programs organized and supported consistent with	A 38. Number of extension programs/projects implemented	Implementes duly approved extension projects	1	1	5	5	5	5.00	Capacity Building for the Teaching of the Introduction of the Philosophy of the

PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	A 39. 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	1	NONE					
PI 5. Number of technical/expert services	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries	N/A	N/A					
Research Mentoring	Research Mentor		NONE	NONE					
Peer reviewers/Panelists	Peer reviewers/Panelists		NONE	NONE					
Resource Persons	Resource Persons		1	NONE					
Convenor/Organizer	Convenor/Organizer		1	NONE					
Consultancy	Consultant		1	NONE					
Evaluator	Evaluator		NONE	NONE					
PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	1	1					Capacity Building for the Teaching of the Introduction of the Philosophy of the Human Person
PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *		1	NONE					
	A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	1	NONE					
				SUB-TOTAL				5.00	
UMFO 5. SUPPORT TO OPERATIONS									
OVPI MFO 4. Program and Institutional Accreditation Services									
PI 8. Compliance to all requirements thru the	A 44. Compliance to all requirements of the QMS core processes of the	Ensures that all the QMS core processes of the university are complied with in the	zero non-conformity	zero non-conformity	5	5	5	5.00	

		A 45. 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			2	5	5	5	5.00	AACUP AREA IX FOR ABELS AND MSLT
		On institutional								
UMFO 6. General Admin. & Support Services (GASS)										
	PI 2: Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients							
	PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice	Imitates/introduces improvements in performing functions resulting to best practice	None	NONE					
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal	None	NONE					
					SUB-TOTAL				5.00	
	Total Over-all Rating									
	Average Rating									
	Adjectival Rating									
			Average Rating (Total Over-all rating divided by number of entries)	Comments & Recommendations for Development Purpose: Mr. Diao's work ethic is worth emulating. He is focused and committed to assigned work. Finishing his masters degree is a welcome development.						
			Additional Points:							
			Approved Additional points (with copy of approval)							
			FINAL RATING							
			ADJECTIVAL RATING							

Evaluated & Rated by:


JETT C. QUEBEC

Department Head

Date: January 6, 2023

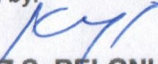
Recommending Approval


MA. THERESA P. LORETO

Dean, College of Arts and Sciences

Date: JAN 13 2023

Approved by:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: _____

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **JOHN MARTIN A. DIAO**

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 three courses (Ethics, Understanding the Self, Introduction to the Philosophy of the Human Person)	Attendance sheets, midterm and final grade sheets, students' performance evaluation result	July 2022	December 2022	December 2022	Impressive	Outstanding	
2	Assist students' concerns through scheduled consultation	Outstanding students' performance evaluation result	July 2022	December 2022	December 2022	Impressive	Outstanding	
3	Prepare materials and activities for the handled courses	PowerPoint presentations, assessment activities	July 2022	December 2022	December 2022	Impressive	Outstanding	
4	Submit midterm grades and final grades	Submitted grades to the University Registrar	July 2022	December 2022	December 2022	Impressive	Outstanding	
5	Publish written essays	Published manuscript and publication incentive form to the department secretary						
6	Participation and attendance in local / international conferences	Certificates of recognition and / or certificate of participation; travel reports						
7	Participate in all activities conducted by the department, college, and the university	Attendance sheet; certificates	July 2022	December 2022	December 2022	Impressive	Outstanding	
8	Perform other functions assigned by the department head	Certificate of the trainings and workshops	July 2022	December 2022	December 2022	Impressive	Outstanding	

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

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

Prepared by:


DR. JETT C. QUEBEC.

Department Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: JOHN MARTIN A. DIAO

Performance Rating: OUTSTANDING

AIM: To finish his Thesis to obtain the degree MA in Philosophy. Specifically, be able to have his Thesis proposal before December 2022.
To aim to publish an article.

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

Date: January 2022

Target Date: December 2022

Step/s:

- a) Advised Mr. John Martin Diao to finish his Thesis.
- b) Advised Mr. John Martin Diao to talk with his adviser regarding the prospects of his Thesis.
- c) Advised Mr. John Martin Diao to have a research/research extension for publication.

RESULT: Mr. Diao is currently enrolled at the University of San Carlos and in contact with his Thesis adviser.

Mr. Diao is one of the Project Leaders of an on-going Research Extension (Capacity Building for the Teaching of the Introduction to the Philosophy of the Human Person).

Prepared by:



JETT C. QUEBEC, PhD.
Department Head

Conformee:



JOHN MARTIN A. DIAO
Name of Ratee/Faculty/Staff