


SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: SENONA A. CESAR

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
Head/Dean (50%)		4.90x50% = 2.45	
Students (50%)		4.83x50% = 2.41	
Total for Instruction	70%	4.882	3.417
2. Research			
Client/Dir. for Research (50%)			
Dept. Head/Center Director (50%)			
Total for Research	30%	5.000	1.500
3. Extension			
Client/Dir. For Extension (50%)			
Dept Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%		4.917

EQUIVALENT NUMERICAL RATING: 4.917
 Add: Additional Points, if any: none
 TOTAL NUMERICAL RATING: 4.917

ADJECTIVAL RATING: OUTSTANDING



SENONA A. CESAR
 Name of Faculty


ANALYN M. MAZO
 Department Head

Recommending Approval:


MA. THERESA P. LORETO
 Dean/Director

Approved:


BEATRIZ S. BELONIAS
 Vice President

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, SENONA A. CESAR, a faculty member of the DEPARTMENT OF BIOLOGICAL SCIENCES commit to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period JANUARY TO JUNE 2021.

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SENONA A. CESAR
Assoc Prof V
Date: August 19, 2021

Approved:
may
ANALYN M. MAZO
Department Head
Date: *Sept. 30, 2021*

mtphnls
MA. THERESA P. LORETO
College Dean
Date: *Oct. 4, 2021*

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 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned							
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	7	7	5	5	5	5.00	Arellano, A., Ambrocio, R., Borinaga, M., Gianan, J., Inopiquez, H., Mistola, C.,
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	Acts as GAC Member	1					Stephanie Roldan
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	7	7	5	5	5	5.00	
	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							

	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 Moodle or Google Classroom							
	A4 . Number of students	Entertains students							
PI 10 . Additional	A 8. Other outputs implementing	Designs experiential							
	A.9. Act as GAC for Master in								
	As GAC Chairman	Acts as GAC Chairman	7	7	5	5	5	5.00	Arellano, A., Ambrocio, R.,
	AS GAC Member								
UMFO 2. HIGHER EDUCATION SERVICES									
OVPI UMFO 3. Higher Education Management Services									
PI 5: Total FTE,	A9. Actual Faculty's FTE	Handles and teaches	13.85	13.85	5	5	4	4.67	
	A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	8	8	5	5	4	4.67	midterm=4; final=4
	A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	8		5	5	4	4.67	2 long exams (midterm) and final) for 4 subjects
	A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	176	180	5	5	4	4.67	Zool 128 outputs=20 learning task (LT) & 20 Assessments (A); Ecol 21n= 20 LT & 18 A; ScTS 11b for 2 sections=40 LT & 34 A

	PI 8: Number of students advised: *	A16: Number of students advised:	<i>Acts as academic adviser to students</i>	40	40	5	5	5	5.00	27 1st yr BS MB; 10 3rd and 3 OS BS Bio
		A17: Number of students advised on thesis/ field practice/special problem:	thesis adviser	2	2	5	5	5	5.00	3 (Puray, X; Pableo, FJ)
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	2	2	5	5	5	5.00	Baltazar, J; Roxas, M
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	1	2	5	5	5	5.00	Jamin, M; then Perfectua, L. was added
		A18: Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	137	137	5	5	5	5.00	students and acad advisees
	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	3	3	5	5	4	4.67	(ScTS 11b; Ecol 21n, Zool 128)
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	3	3	5	5	4	4.67	Learning guide for ScTS 11b Ecol 21n, Zool 128 ; Lab guide for Ecol 21n and Zool 128 are incorporated in each VC
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	ppt; 2 recorded lessons		5	5	5	5.00	ScTS, Ecol 21, Zool 128; ppt are converted to google slides as embedded materials in the VSU E-learning
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	7	5	5	5	5.00	Long exams, quizzes (Learning task and assessment), oral
		A 24: Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	3 Virtual rooms in VSUEE		5	5	5	5.00	ScTS 11 with several sections; Ecol 21n with Lec and Lab , Zool 128 with Lec and Lab
			lead person in the							

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	2	2	5	5	5	5.00	AR, and CRM
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							
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-referred 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>		1	2	5	5	5	5.00	1 published;1 additional submission
	<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 scientific for a/conferences							
	<i>In int'l fora/conferences</i>								
	<i>In nat'l/regional fora/conferences</i>		1	1	5	5	5	5.00	VICARP RRDEN
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							
PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty, graduate student, faculty)								
	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							
	A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							

		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	1	1	5	5	5	5.00	online review of a scientific paper that was finally published by Jtuang-tuang of PIT
UMFO 4. EXTENSION SERVICES										
UMFO 5. SUPPORT TO OPERATIONS										
	OVPI MFO 4. Program and Institutional Accreditation Services									
	PI 8. 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*	A 44. Compliance to all requirements of theQMS 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					
		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								
		On institutional accreditations								

UMFO 6. General Admin. & Support Services

	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							
	Total Over-all Rating								103.00	
	Average Rating								4.90	
	Adjectival Rating								Outstanding	
Comments & Recommendations for Development Purpose: Needs to finish her Ph.D.										

Evaluated & Rated by:

ANALYN M. MAZO
ANALYN M. MAZO
Department Head, DBS
Date: *Sept. 30, 2021*

Recommending Approval

MA THERESA P. LORETO
MA THERESA P. LORETO
Dean, CAS
Date: *Oct. 4, 2021*

Approved by:

BEATRIZ S. BELONIAS
BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: *Oct. 14, 2021*

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Senona A. Cesar
Performance Rating: Outstanding

Aim: Finish graduate studies

Proposed Interventions to Improve Performance: Come up with a timeline of activities related to dissertation

Date: Jan 2021 Target Date: December 2021

First Step:

Look for possible options to finish dissertation

Result:

Options identified

Date: July 2021 Target Date: December 2021

Next Step:

Outcome:

Working on the approval of proposal

Final Step/Recommendation:

_Should finish by 2022

Prepared by:


ANALYN M. MAZO
Unit Head

Conforme:


SENONA A. CESAR