SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
Rating Period: JANUARY-JUNE 2024

Name of Faculty Member: **JOHN MARTIN A. DIAO**

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head (50%)		5.00 x 50% = 2.500	
b. Students (50%)		4.17 x 50% = 2.085	
TOTAL for Instruction	80%	4.59	3.668
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	15%	5.00 x 0.15 = 0.750	
TOTAL for Extension			0.750
4. Production			
5. Administration/Other Services	5%	5.00 x 0.05 = 0.250	0.250
TOTAL	100%		4.668

EQUIVALENT NUMERICAL RATING: 4.668
Add: Additional Points, if any: _____
TOTAL NUMERICAL RATING: **4.668**

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by:

JOHN MARTIN A. DIAO
Name of Faculty

Reviewed by:

AL FRANJON M. VILLAROYA
Department Head

Recommending Approval:

GLENN G. PAJARES
Dean, CAS

Approved by:

ROTACIO S. GRAVOSO
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **JOHN MARTIN A. DIAO**, a faculty member of the **DEPARTMENT OF PHILOSOPHY AND SOCIAL SCIENCES** commit to the deliver and agree to be rated on th
in accordance with the indicated measures for the period **January - December 2024**.

JOHN MARTIN A. DIAO
Instructor I
Date: 7/5/24

Approved:

AL FRANJON M. VILLAROYA
Head, DPSS
Date: 7/5/2024

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target (Jan. - Dec)	Actual Accomplishment	Quality	Eficiency	Timelines s	Average	REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
UMFO 1. ADVANCED EDUCATION SERVICES			NA							
OVPI MFO 2. Graduate Student Management Services										
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI MFO 3. Higher Education Management Services										
	PI 6: Number of programs accredited	**A 1.** Number of programs accreditation/evaluation	Prepares documents and /or program profile and other	1	1.00	5	5	5	5.00	Lead the AB Philosophy
	PI 10: Total FTE, coordinated, implemented and monitored *	**A 2.** Actual Faculty's FTE	Handles and teaches courses assigned	3	2.00	5	5	5	5.00	Handled 5 sections of GE Course (Phlo 11) and 1 section
	PI 11: Number of new revised curricular proposals submitted	**A 3.** Number of new revised curricular proposals submitted	Contributes to the submission of a new revised curricular proposals							
	PI 13: Percentage of courses offered with approved course syllabi	**A 4.** Percentage of courses offered with approved course syllabi	Teaches subjects with approved course syllabi	100%	100%	5	5	5	5.00	
	PI 14: Percentage of courses offered with IMs	**A 5.** Percentage of courses offered with approved IMs	Teaches subjects with approved IMs	100%	100%	5	5	5	5.00	
	PI 15: Number of Instructional Materials approved	**A 6.** Number of Instructional Materials approved	Prepares and submits IMs for review and approval	2	2.00	5	5	5	5.00	

PI 16: Percentage of courses offered with final grades submitted within the allowable period	A 7. Percentage of courses offered with final grades submitted within the allowable period	Submits grade sheets within allowable period	100%	100%	5	5	5	5.00	
PI 18: Percentage of courses rated atleast VS in the Teaching Performance Evaluation by Students (TPES)	A 8. Percentage of courses rated atleast VS in the Teaching Performance Evaluation by Students (TPES)		100%	100%	5	5	5	5.00	
PI 19: Additional Outputs	A 9. 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							
PI 19: Additional Outputs	A 10. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	4	5	5	5	5.00	Administered and checked a total of four term examinations
	A 11. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	5	16	5	5	5	5.00	Administered and checked a total of sixteen assessments
	A 13. Number of Student organizations advised	Advises student organizations recognized by DSO							
	A 14. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1	5	5	5	5.00	CAS-SSC
				SUB-TOTAL				5.00	

UMFO 3 . RESEARCH SERVICES
NONE

UMFO 4. EXTENSION SERVICES

| PI 1: Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities (MOUs/MOAs) | A 32. 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 | 1 | 2 | 5 | 5 | 5 | 5.00 | MOA with DepEd Baybay City Division, and with Sacred Heart Seminary of Palo |

PI	Activity	Description							Remarks
PI 3: Number of extension programs and projects	**A 34.** Number of extension programs and projects		1	2	5	5	5	5.00	Ext 59 and STEPS
PI 4: Percentage of beneficiaries	**A 35.** Percentage of beneficiaries who	Provides quality and relevant	1	N/A					
PI 6: Number of extension proposals submitted	**A 37.** Number of extension proposals submitted	Prepares extension project proposals and submits for review	1	1	5	5	5	5.00	Ext 59
PI 7: Number of extension proposals approved	**A 38.** Number of extension proposals approved	Follow ups submitted and reviewed extension proposals	1	1	5	5	5	5.00	Ext 59
PI 8: Number of extension	**A 39.** Number of extension proposals	Implements duly approved	1	1	5	5	5	5.00	Ext 59
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	1	N/A					
	a. *International*								
	b. *National*								
	c. *Regional or Institutional Conferences*								
PI 10: Number of extension actvities conducted	**A 41.** Number of extension activities conducted	Conducts extension program activities	1	2	5	5	5	5.00	MOA signing and Survey
				SUB-TOTAL				5.00	

UMFO 5. SUPPORT TO OPERATIONS

OVPI MFO 1. Faculty Development Services

PI	Activity	Description							Remarks
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		1	1	5	5	5	5.00	7th International Conference on Asian and Philippine Studies
	National								
	Regional/Institutional								

OVPI MFO 3. Registration Services

PI 9: Percentage of students enrolled and validated within the	A 51. Percentage of students enrolled and validated within the registration	Validates students within the registration period	100%	100%	5	5	5	5.00	
PI 10. Number of students advised during the registration period	A 52. Number of students advised during the registration period	Acts as academic adviser	19	19	5	5	5	5.00	
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	1						
PI 13: Number of course syllabi	A 54. Number of course syllabi and	Submits course syllabi and	5	6	5	5	5	5.00	
UMFO 6. GENERAL ADMINISTRATIVE AND SUPPORT SERVICES									
PI 2: Number of management meetings conducted	A 66. Number of management meetings conducted	Presides departmental meetings	2	9	5	5	5	5.00	Department Secretary
PI 3: Number of committee meetings conducted	A 67. Number of committee meetings conducted	Acts as committee chairman	1	1	5	5	5	5.00	Secretariat Committee Chair
PI 9: Percentage of submitted DTR within 20 days after the last day of the month	A 73. Percentage of submitted DTR within 20 days after the last day of the month	Submits DTR within 20 days after the last day of the month	60%	100%	5	5	5	5.00	
PI 17: Additional Outputs	A 80. Number of meetings attended	Attends meetings (departmental/institutional)	5	9	5	5	5	5.00	
				SUB TOTAL				5.00	

Average Rating (Total Over-all rating divided by number of entries)	
Additional Points:	
Approved Additional points (with copy of approval)	
FINAL RATING	
ADJECTIVAL RATING	

Comments & Recommendations for Development Purpose: Mr. Diao is an effective Department Secretary. He actively spearheads one of the longest-running extension projects in DPSS. He recently completed his Master's Degree, and for sure this would significantly enhance his capabilities in both instruction and research.

Evaluated & Rated by:

AL FRANJON M. VILLAROYA
Head, DPSS
Date: 7/5/2024

Recommending Approval:

GLENN G. PAJARES
Dean, CAS
Date: 7/9/2024

Approved by:

ROTACIO S. GRAVOSO
Vice President for Academic Affairs
Date:

ie the following targets

VISAYAS
STATE UNIVERSITY

INSTRUCTION AND EVALUATION OFFICE
VISAYAS STATE UNIVERSITY
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Email: odie@vsu.edu.ph
Website: www.vsu.edu.ph

TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

First Semester SY 2023-2024

Name of faculty: DIAO, JOHN MARTIN A.
Department: Dept. of Philosophy and Social Sciences
College: College of Arts and Sciences

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Num.	Adjec.	
ScSc 11n	UNDERSTANDING THE SELF	LEC	4.00	Very Satisfactory	80.0%
ScSc 11n	UNDERSTANDING THE SELF	LEC	4.00	Very Satisfactory	80.0%
Phlo 11	ETHICS	LEC	4.00	Very Satisfactory	80.0%
Phlo 11	ETHICS	LEC	4.00	Very Satisfactory	80.0%
Phlo 11	ETHICS	LEC	4.00	Very Satisfactory	80.0%
IPHP	INTRO. TO PHILOSPHY OF THE HUMAN PERSON	LEC	5.00	Outstanding	100.00%
Average Rating			4.17	Very Satisfactory	83.33%

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 03, 2024

Attested by:

MA. RACHEL KIM L. AURE
Director, Instruction and Evaluation
Date: May 03, 2024

Received by:

DIAO, JOHN MARTIN A.
Name and Signature of Faculty
Date: 5/22/24
Distribution of copies: ODIE, College, Department, Faculty

Vision: A globally competitive university for science, technology, and environmental conservation.
Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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PERFORMANCE MONITORING & COACHING JOURNAL

		Q
✓	1st	U
✓	2nd	A R
	3rd	T E
	4th	R

Name of Office: Dept. of Philosophy & Social Sciences
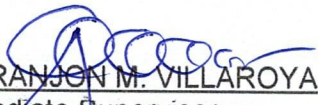
Head of Office: Al Franjon M. Villaroya

Number of Personnel: 27 (15 regular faculty & staff; 11 part-time faculty; 1 job order admin staff)

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring The monitoring of faculty was done through classroom observations conducted during the 2nd semester, SY 2023-2024.		The Department Head together with a DPC member conducted the classroom observations and conducted meetings relative thereto.			Faculty and staff attendance are monitored through biometrics and logbook. They reminded to use appropriate teaching strategies and classroom management to improve performance in instruction.
Coaching **Rose C. Capulla**	Ms. Capulla was called to explain her reaction to the TPES results in the 1st semester Sy 2023-2024. Ms. Capulla mentioned that the TPES result was mainly because of the				The faculty concerned was informed of the TPES results of the 1st semester, SY 2023-2024 and was given advice and reminders.

	challenges that she encountered recently and did not mention those because some are too personal. *The Head advised Ms. Rose Capulla to introspect on her challenges, looking at it as a motivation to give extra effort in instruction. Additionally, there is a recognized need to enhance classroom policies and management, to have better TPES results.*			

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

Conducted by:

AL FRANJON M. VILLAROYA
Immediate Supervisor

Noted by:

GLENN G. PAJARES
Next Higher Supervisor

TRACKING TOOL FOR MONITORING TARGETS

(January-June 2024)

Major Final Output/ Performance Indicator	TASK	ASSIGNED TO	DURATION	TASK STATUS			REMARKS
				Jan-March 2024	April-June 2024		
MFO 2. Higher Education Services							
PI 1. Number of FTE coordinated and implemented	Teaches GE and AB Philo courses/subjects	Ms. Mary Ann G. Cobico Dr. Rose Capulla Dr. Jerry D. Imbong Mr. Al Franjon M. Villaroya Ms. Bethlehem A. Ponce Ms. Angelie Genotiva Mr. Errol Fernandez Dr. Guiraldo C. Fernandez, Jr. Mr. Dean Ruffel Flandez Mr. Aldrin Palermo Mr. John Martin Diao Ms. Ianvie Norean Miaga Ms. Alaina Larrazabal Dr. Glenn Pajares Dr. Max Teody Quimilat	January-June 2024	/	/		Actual accomplishments exceeded the targets
		Part-timers Boja, Kizzy Mae Cañezo, Xaviery Ric Lina, Kim Brian Rodriguez, Gerry Taripe, Elromer Torrente, Rhonah Rose Tripoli, Amor May Bargamento, Enrico Abelardo, Gella Mae Amigo, Jim Rhodel	February-May 2024	✓	✓		

		Manacpo, Nicole Ivy					
PI 4. Student Advising and Consultation Services Coordinated	Assists students through academic advising to college students	Mr. Al Franjon Villaroya Dr. Glenn Pajares Mr. John Martin Diao Dr. Guiraldo Fernandez, Jr. Dt. Jerry Imbong	January-May 2024	✓	✓		The faculty provided interventions for the improvement of the students' performance
PI 5. Number of instructional materials developed/revised and utilized	Develops/revises instructional materials (Syllabus and Table of Specifications)	All faculty members	January-May 2024	✓	✓		Followed the format prescribed by the university
PI 6. Number of grade sheets submitted on prescribed period	Assesses students and submits grades to measure students' performance	All Faculty Members	May 2024		✓		Due for submission at the end of semester
MFO3. Research Services							
PL2. Number of Articles Published in Peer Reviewed Journal	Submits articles for publication	Dr. Jerry D. Imbong Dr. Guiraldo C. Fernandez, Jr.			✓		Published in international and national/local peered journals
MFO5, Extension Services							
PI 5. Number of Extension Projects Conducted	Serves as project leader and component leaders	Mr. Errol Fernandez Mr. Al Franjon Villaroya Mr. John Martin Diao Dr. Bethlehem Ponce Ms. Angelie Genotiva Mr. Dean Ruffel Flandez Dr. Rose Capulla Dr. Guiraldo C. Fernandez	January-June 2024	✓	✓		1. Capacity Building of Intro to Philosophy of the Human Person 2. Saving Minamanwa: An Initiative to Preserve Minamanwa and the Mamanwa Indigenous Knowledge System and Practices 3. Digital Storytelling for Primary Level(Project Digital World)
MFO 5. Support to Operations	Participates in all activities conducted by the department, college and the university	Faculty and Staff	January-June 2024	✓	✓		Participated actively in all activities
PI 4. Number of in-house seminars/trainings/workshops/reviews conducted/attended	Attends/participates to trainings	Dr. Jerry Imbong Ms. Ianvie Norean Miaga Mr. John Martin Diao Mr. Beljun Enaya	January-June 2024	✓	✓		Faculty and staff actively participated in

	Performs other functions assigned by the head, dean and the university	Faculty and Staff	January-June 2024	✓	✓		Performed other functions duly assigned to the faculty and staff
MFO 6. General Administration and Support Services (GASS)							
PI 1. Number of rooms, and surroundings maintained/cleaned	Supervises in the maintenance of building facilities; cleans dept classrooms and surroundings	Mr. Aldrin Palermo Mr. Cirilo Alipar, Jr.	January-June 2024	✓	✓		
PI 3. Number of hours spent on monitoring	Spends one (1) hour per week or 40 hours per year in monitoring on in logging in/out, and on classes handled by DPSS faculty".	Dr.Al Franjon Villaroya DPC Members	January-June 2024	✓	✓		
PI 4. Number of hours spent on coaching	Spends 1 hour per month or 5 hours per year in coaching (by individual/group)	Dr. Al Franjon M. Villaroya	January-May 2024	✓	✓		
	Conducts regular meeting with DLABS staff/faculty at least six (6) times a year	Dr. Al Franjon M. Villaroya	January-June 2024	✓	✓		
PI 5. Number of hours spent on performance tracking	Assigns the faculty members faculty workload and/or work assignments	Dr. Al Franjon M. Villaroya	January 2024	✓			
PI 7. Number of documents attended and served	Signs and approves request letter, grade sheets, syllabi, and other pertinent documents	Dr. Al Franjon M. Villaroya	January-June 2024	✓	✓		
PI 8. Zero percent complaint from client served	Zero complaints from clients served	All Faculty and Staff	January-June 2024	✓	✓		no valid complaints
PI 9. Number of applicants screened and recommended	Screens and recommends applicants for 2nd sem 2023-2024	Head & Department Personnel Committee	January 2024	✓			
P9 Additional Outputs							
Number of documents prepared and submitted on time	Preparation and submission of office requests and recommendations, faculty workload reports, Daily Time Record (DTR), leave	Administrative Staff	January-June 2024	✓	✓		Actual accomplishments meets targets

	application, cash advance and reimbursement, procurement, contracts, appointments, payroll, class roster, grade sheet, and other documents.						

Prepared by:

AL FRANJON M. VILLAROYA
Department Head

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 two courses (Ethics and History of Chinese Philosophy)	Attendance sheets, midterm and final grade sheets, students' performance evaluation result	January 2024	June 2024	June 2024	Impressive	Outstanding	
2	Assist students' concerns through scheduled consultation	Outstanding students' performance evaluation result	January 2024	June 2024	June 2024	Impressive	Outstanding	
3	Prepare materials and activities for the handled courses	PowerPoint presentations, educational films, assessment activities	January 2024	June 2024	June 2024	Impressive	Outstanding	
4	Submit midterm grades and final grades	Submitted grades to the University Registrar	January 2024	June 2024	June 2024	Impressive	Outstanding	
5	Publish written essays	Published manuscript and publication incentive form to the department secretary	January 2024	June 2024	June 2024	Impressive	Outstanding	
6	Participate in all activities conducted by the department, college, and the university	Attendance sheet; certificates	January 2024	June 2024	June 2024	Impressive	Outstanding	
7	Perform other functions assigned by the department head	Certificate of the trainings and workshops	January 2024	June 2024	June 2024	Impressive	Outstanding	

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

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

Prepared by:

AL FRANJON M. VILLAROYA
Department Head

EXHIBIT L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: JOHN MARTIN A. DIAO

Performance Rating:

AIM: To successfully defend his Thesis and obtain the degree MA in Philosophy. Specifically, be able to have his Thesis.
To aim to publish an article.

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

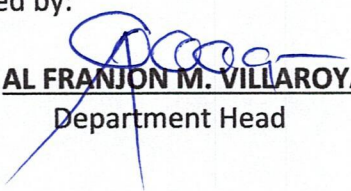Date: January 2024   Target Date: December 2024

Step/s:

a) Advised Mr. John Martin Diao to have his oral defense early days of January.
b) Advised Mr. John Martin Diao to publish his thesis in a scopus journal.
c) Advised Mr. John Martin Diao to have a research/research extension for publication.

RESULT:

Mr. John Martin Diao finished his Master's degree, and has been recommended by the DPSS Department Personnel Committee for Permanency. He has also presented his Master's Thesis in an international conference. Additionally, he is a project leader of of the extension project Ext. 59. Currently, he is preparing his Master's thesis for publication.

Prepared by:

AL FRANJON M. VILLAROYA
Department Head

Conformee:

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