

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **LUZ O. MORENO**
Position/Designation: **Professor III, NARC**

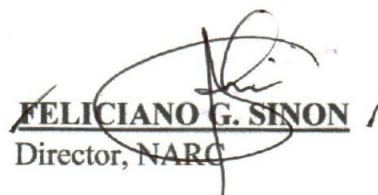
Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x%)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction	25%		
a. Head/Dean (50%)		4.83x50%= 2.42	0.604
b. Students (50%)		5.00x50% = 2.5	0.625
<i>TOTAL for Instruction</i>			1.229
2. Research	55%	4.50	2.475
3. Extension	15%	4.45	0.668
4. Others	5%	4.56	0.228
TOTAL	100%	24.83	4.600

EQUIVALENT NUMERICAL RATING: 4.600
Add: Additional Points, if any: _____
TOTAL NUMERICAL RATING: 4.600
ADJECTIVAL RATING: Outstanding

Prepared by:


LUZ O. MORENO /
SRA

Reviewed by:


FELICIANO G. SINON /
Director, NARC

Recommending Approved:


FELICIANO G. SINON /
Director

Approved:



OTHELLO B. CAPUNO
Vice-President


VISAYAS STATE UNIVERSITY

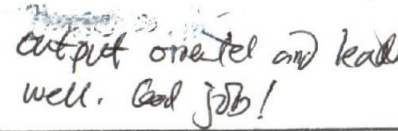
Visca, Baybay City, Leyte, Philippines

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **LUZ O. MORENO, Professor III** of the **National Abaca Research Center-Visayas State University** commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **January 2019 to June 2019**.


LUZ O. MORENO
 Ratee


 Approved: **LUZ O. MORENO**
 Head of Unit

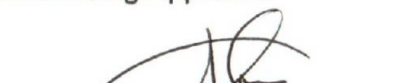
MFO & Performance Indicators (PI)	Success Indicators	Task Assigned	Target	Actual Accomplishments*	RATING				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO1: Advanced and Higher Education Services			Instruction: At least 25% of the total tasks						
P11: Full-Time Equivalent (FTE)	Number of courses/subjects handled per semester/summer	Teaches courses/subjects per semester	1	3	5	5	5	5.00	
P12: Student advising	Number of student organization advised	Advise student organization	1	1	4	4	4	4.00	
	Number of student activities assisted	Assist student related activity	1	2	5	5	5	5.00	
	Number of student research advisees	Handles student research advisees/Acts as Adviser	3	8	5	5	5	5.00	
	Number of students advisees	Acts as SRC chairman/member (undergraduate student)	2	6	5	5	5	5.00	
	Number of hours spent on student consultation		30	50	5	5	5	5.00	
	Ave. Rating (Total Over-all rating divided by 4)							29	
	Average Rating (Total Over-all rating divided by 4)				Comments & Recommendations for Development Purposes: 				
	Additional Points:								
	Approved Additional points (with copy of approval)								
	FINAL RATING			4.83					
	ADJECTIVAL RATING			OUTSTANDING					

Evaluated and Rated by:

Recommending Approval:

Approved by:


FELICIANO G. SINON
 Director, NARC


FELICIANO G. SINON
 Director, NARC


OTHELLO B. CAPUNO
 Vice-President

Date: _____
 Date: _____

Date: _____

Date: _____

Date: _____
 Date: _____

VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte, 6521-A
Teaching Performance Evaluation

Teacher: Moreno, Luz O.

Second Semester 2018 - 2019

No. of Raters: 14

Subject: 3 - Biol 113 - Principles of Plant Physiology

Class Type: Lecture

10-11 MW

<i>Work Performance</i>	<i>NA</i>	<i>1 Poor</i>	<i>2 Below Satis- factory</i>	<i>3 Satis- factory</i>	<i>4 Very Satis- factory</i>	<i>5 Out- standing</i>	<i>Median</i>
1 Explains course objectives, requirement and grading system at the beginning of the semester					3	11	5.0
2 Always prepared and organized in class					7	7	4.5
3 Uses appropriate and updated instructional materials				2	2	10	5.0
4 Gives clear instructions/guidelines in accomplishing tasks					6	8	5.0
5 Discusses lessons clearly and with confidence, giving relevant examples to make the lesson more understandable				1	2	11	5.0
6 Makes classroom activities interesting and lively		1		4	4	5	4.0
7 Encourages students to ask questions and welcomes comments and suggestions				1	2	11	5.0
8 Has mastery of the subject matter					1	13	5.0
9 Available for student consultation even outside class time			2	1	4	7	4.5
10 Holds class regularly, starts and dismisses class on time and utilizes class period fully				1	2	11	5.0
11 Gives relevant assignments, course requirements				1	6	7	4.5
12 Returns quizzes, exams, homework, assignments and exercises					5	9	5.0
13 Fair in giving grades				2	2	10	5.0
14 Wears clean and appropriate clothes/attire in class					3	11	5.0
15 Firm in implementing policies yet approachable and understanding					4	9	5.0
16 Commands respect of students					3	11	5.0
17 Exercises decency in speech and actions					3	11	5.0
Median Rating		5.0					Outstanding
Median Rating (nearest whole number)		Rating Description					
1		Poor					
2		Fair					
3		Satisfactory					
4		Very Satisfactory					
5		Outstanding					

1. Other positive points of the teacher and his/her teaching

1 Comes to class on time	7.14%
2 Discusses the lesson well	7.14%
3 Gives relevant examples	7.14%
4 No comment	85.71%
5 Utilizes the time well	7.14%

2. Suggestions for teaching improvement

1 No comment	100.00%
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VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte, 6521-A
Teaching Performance Evaluation

Teacher: Moreno, Luz O.

Second Semester 2018 - 2019 No. of Raters: 3

Subject: 4 - PIBt 111 - Biotechnology in Plant Improvement

Class Type: Lecture

7-8:30MW

Work Performance	NA	1 Poor	2 Below Satis- factory	3 Satis- factory	4 Very Satis- factory	5 Out- standing	Median
1 Explains course objectives, requirement and grading system at the beginning of the semester						3	5.0
2 Always prepared and organized in class					1	2	5.0
3 Uses appropriate and updated instructional materials					1	2	5.0
4 Gives clear instructions/guidelines in accomplishing tasks					1	2	5.0
5 Discusses lessons clearly and with confidence, giving relevant examples to make the lesson more understandable					1	2	5.0
6 Makes classroom activities interesting and lively						3	5.0
7 Encourages students to ask questions and welcomes comments and suggestions						3	5.0
8 Has mastery of the subject matter					1	2	5.0
9 Available for student consultation even outside class time						3	5.0
10 Holds class regularly, starts and dismisses class on time and utilizes class period fully					1	2	5.0
11 Gives relevant assignments, course requirements						3	5.0
12 Returns quizzes, exams, homework, assignments and exercises						3	5.0
13 Fair in giving grades						3	5.0
14 Wears clean and appropriate clothes/attire in class						3	5.0
15 Firm in implementing policies yet approachable and understanding					1	2	5.0
16 Commands respect of students					1	2	5.0
17 Exercises decency in speech and actions						3	5.0
Median Rating		5.0					Outstanding
Median Rating (nearest whole number)		Rating Description					
1		Poor					
2		Fair					
3		Satisfactory					
4		Very Satisfactory					
5		Outstanding					
1. Other positive points of the teacher and his/her teaching							
1 No comment						100.00%	
2. Suggestions for teaching improvement							
1 No comment						100.00%	

VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte, 6521-A
Teaching Performance Evaluation

Teacher: Moreno, Luz O.

Second Semester 2018 - 2019 No. of Raters: 3

Subject: 4 - PIBt 111 - Biotechnology in Plant Improvement

Class Type: Laboratory 7-10TTh

<i>Work Performance</i>	<i>N4</i>	<i>1 Poor</i>	<i>2 Below Satis- factory</i>	<i>3 Satis- factory</i>	<i>4 Very Satis- factory</i>	<i>5 Out- standing</i>	<i>Median</i>
1 Explains course objectives, requirement and grading system at the beginning of the semester						3	5.0
2 Always prepared and organized in class					2	1	4.0
3 Uses appropriate and updated instructional materials						3	5.0
4 Gives clear instructions/guidelines in accomplishing tasks						3	5.0
5 Discusses lessons clearly and with confidence, giving relevant examples to make the lesson more understandable						3	5.0
6 Makes classroom activities interesting and lively					1	2	5.0
7 Encourages students to ask questions and welcomes comments and suggestions						3	5.0
8 Has mastery of the subject matter					1	2	5.0
9 Available for student consultation even outside class time					1	2	5.0
10 Holds class regularly, starts and dismisses class on time and utilizes class period fully						3	5.0
11 Gives relevant assignments, course requirements					1	2	5.0
12 Returns quizzes, exams, homework, assignments and exercises						3	5.0
13 Fair in giving grades					1	2	5.0
14 Wears clean and appropriate clothes/attire in class						3	5.0
15 Firm in implementing policies yet approachable and understanding					1	2	5.0
16 Commands respect of students					1	2	5.0
17 Exercises decency in speech and actions					1	2	5.0

Median Rating

5.0

Outstanding

Median Rating (nearest whole number)

Rating Description

- 1
- 2
- 3
- 4
- 5

Poor
Fair
Satisfactory
Very Satisfactory
Outstanding

1. Other positive points of the teacher and his/her teaching

1 No comment

100.00%

2. Suggestions for teaching improvement

1 No comment

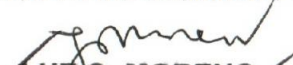
100.00%

VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte, Philippines

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **LUZ O. MORENO**, ^{III} **Professor** of the **National Abaca Research Center-Visayas State University** commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **January 2019** to June **2019**.


LUZ O. MORENO
Ratee

Approved: 
FELICIANO G. SINON
Head of Unit

MFO & Performance Indicators (PI)	Success Indicators	Task Assigned	Target	Actual Accomplishments	RATING				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO2: Research Services			Research: At least 55% of the total tasks						
PI1: Number of Outputs	Number of research outputs submitted for publication in refereed international/national and other accredited indexed journals	Develops and submits research paper for publication in refereed international/national indexed journals	-						
Published in CHED accredited journals/internationally indexed journals									
PI2: Number of Outputs	Number of research outputs presented in regional/national/international fora/conferences	Presents research outputs in international/national/regional and local fora or conferences	1	1	3	4	5	4.00	
	Number of research projects/studies implemented	Implements research projects/studies	2	4	5	5	5	5.00	
PI3: Number of proposals submitted									
MFO3: Extension Services			Extension: At least 15% of the total tasks						
PI1: Number of Trainings conducted	Number of clients served	Provide technical assistance to abaca pulp processors, farmers & other clients	10	15	5	4	5	4.67	
	Number of projects implemented	Conducts/implements projects/components	1	1	3	5	4	4.00	

MFO & Performance Indicators (PI)	Success Indicators	Task Assigned	Target						
			Others: At least 5% of						
	Number of visitors briefed	Conducts briefings on abaca production, variety selection & other technologies	30	40	5	4	5	4.67	
	Number of trainings served as resource person	Act as resource person during trainings							
Others:									
	Number of meetings, seminars, conference and trainings attended	Attends meetings, seminar, conferences and trainings	5	20	5	5	5	5.00	
	Number of committee membership/ chairmanship w/n the university	Acts as committee member/chair w/in the university	4	10	5	4	5	4.67	
	Number of IGP handled	Manage production of abaca tissue-culture planting materials	1	1	3	5	4	4.00	
Total Over-all Rating								4.50	

Average Rating (Total Over-all rating divided by 4)			Comments & Recommendations for Development Purposes: Keep up the good job.
Additional Points:			
Approved Additional points (with copy of approval)			
FINAL RATING		4.50	
ADJECTIVAL RATING		OUTSTANDING	

Evaluated and Rated by:


FELICIANO G. SINON
 Director
 Date: _____

Recommending Approval:


FELICIANO G. SINON
 Director
 Date: _____

Approved by:


OTHELLO B. CAPUNO
 Vice-President
 Date: _____

Exhibit I

PERFORMANCE MONITORING

Name of Employee: **LUZ O. MORENO**

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
MFO1: Advanced and Higher Education Services (FTE and Advising) : Instruction: At least 25% of the total tasks								
1	No. of courses/subjects handled per semester/summer	1	Jan. 1, 2019	June 30, 2019	3	Very Impressive	O	Congratulations! Keep up the good work. <i>Output oriented AND LEADS WELL. Good JOB!</i>
2	No. of student organization advised	1	Jan. 1, 2019	June 30, 2019	1	Impressive	VS	
3	No. of student activities assisted	1	Jan. 1, 2019	June 30, 2019	2	Very Impressive	O	
4	No. of student research advisees	3	Jan. 1, 2019	June 30, 2019	8	Very Impressive	O	
5	No. of students advisees	2	Jan. 1, 2019	June 30, 2019	6	Very Impressive	O	
6	No. of hours spent on student consultation	30	Jan. 1, 2019	June 30, 2019	50	Very Impressive	O	
MFO2: Research and Extension Support Services (Research: At least 55% of total tasks)								
7	No. of research outputs submitted for publication in referred international/national and other accredited indexed journal	-	As per conclusive research outputs		-			
8	No. of research outputs presented in international/national/regional and local fora or conference	1	As scheduled		1	Impressive	VS	
	- Submitted Developed	-			-	Very	O	

	Technology for patent					Impressive	
9	No. of research projects/studies implemented	2	Jan. 1, 2019	June 30, 2019	4	Very Impressive	O
10	No. of proposals approved	1	As submitted for review		-		
MO3: Extension: At least 15% of the total task							
11	No. of clients served	10	Jan. 1, 2019	June 30, 2019	15	Very Impressive	O
12	No. of projects implemented	1	Jan. 1, 2019	June 30, 2019	1	Impressive	VS
13	No. of visitors briefed	30	As scheduled		40	Very Impressive	O
14	No. of trainings served as resource person	1	As scheduled		-		
Others: (at least 5% of total tasks)							
15	No. of meetings, seminars, conference and trainings attended	5	As scheduled		20	Very Impressive	O
16	No. of committee membership/chairmanship w/n the university	4	As assigned		10	Very Impressive	O
17	No. of IGP handled	1	As assigned		1	Impressive	VS

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

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

Prepared by:


FELICIANO B. SINON
Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **LUZ O. MORENO**
Performance Rating: **OUTSTANDING**

Signature: 

Aim: **Efficient and effective implementation of abaca RDE programs.**
Efficient and effective implementation of academic programs in affiliated colleges/departments.

Proposed Interventions to Improve Performance:

Date: Jan. 1, 2019 Target Date: June 30, 2019

First Step:

1. To develop and submit proposals to funding agencies.
2. Implement abaca researches.
3. Perform instruction-related functions like teaching and as adviser to undergraduate and graduate students.
4. Perform production functions (e.g. mass production of planting materials).

Result:

1. Outstanding research outputs.
2. Submitted grades of students on time.
3. Generated income from production of planting materials

Date: July 1, 2019 Target Date: Dec. 31, 2019

Next Step:

1. To develop and submit proposals to funding agencies.
2. Implement abaca researches.
3. Perform instruction-related functions like teaching and as adviser to undergraduate and graduate students.
4. Perform production functions (e.g. mass production of planting materials).

Outcome:

1. Outstanding research outputs/promising technologies/relevant information generated.

2. Advises graduated on time.
3. Generation income from production of planting materials.

Final Step/Recommendation:

For promotion.

Prepared by:


FELICIANO G. SINON
Unit Head