

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: Engr. Florentino F. Morales Jr.

<b>Program Involvement</b>	<b>Percentage Weight of Involvement</b>	<b>Numerical Rating (Rating x %)</b>	<b>Equivalent Numerical Rating</b>
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.38	
b. Students (50%)		2.34	
TOTAL for Instruction	85%	4.71	4.00
2. Research	5%	5.00	0.25
3. Extension	5%	5.00	0.25
4. Administration & Support to Operation	5%	4.67	0.23
5. Production	0%	0.00	0.00
TOTAL			4.74

9- \*Instructor I - January 1, 2023 to June 30, 2023  
Assoc. Prof. II

EQUIVALENT NUMERICAL RATING:

~~4.74~~ 4.71 g.

Add: Additional Points, if any:


TOTAL NUMERICAL RATING:

~~4.74~~ 4.71 g.


ADJECTIVAL RATING:

Outstanding

Prepared by:

  
**FLORENTINO F. MORALES JR.**  
Assoc. Prof. II

Recommending Approval:

  
**JANNET C. BENCURE**  
Head, DGE & Dean, CET

Approved:

  
**BEATRIZ S. BELONIAS**  
VP for Academic Affairs



**VISAYAS**  
STATE UNIVERSITY



**DEPARTMENT OF GEODETIC  
ENGINEERING**

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"Exhibit B"

**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)**

I, **FLORENTINO F. MORALES, JR.**, a faculty member of the DEPARTMENT OF GEODETIC ENGINEERING commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **January 2023 -June 2023**.

Approved:

**FLORENTINO F. MORALES, JR.**  
Associate Professor II  
Date:

**JANNET C. BENCURE**  
DGE Head & CET Dean  
Date:

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							
		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								
		<b>A4.</b> Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty								
	<b>PI 9:</b> Number of instructional materials developed *	<b>A5.</b> 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 Moddle or Google Classroom								
	<b>PI 10.</b> Additional outputs:	<u>A 8. Other outputs implementing the new normal due to covid 19</u>	Designs experiential learning activities and other outputs to implement new normal								
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>											
<b>OVPI UMFO 3. Higher Education Management Services</b>											



	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	<i>Handles and teaches courses assigned</i>	20	30.55	5	5	5	5.00	GEng 111g, GEng 112g, GEng 124n, GEng 142n, GEng 146
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	6	9.00	5	5	5	5.00	Final Grades: LAMP 225, GEng 143n, GEng 198, GEng 199, GEng 111g, Midterm Grades: GEng 111g, GEng 112g, GEng 124n, GEng 142n
		<b>A 11.</b> 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	20	10.00	5	5	4	4.67	
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	2	1.00	4	4	4	4.00	CQI Training
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	12	12.00	5	5	4	4.67	GEng 111g (3), GEng 112 (3), GEng 124 (3), GEng 142n (3)
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	18	12.00	5	5	4	4.67	GEng 111g (3), GEng 112 (3), GEng 124 (3), GEng 142n (3)
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	7.00	5	5	4	4.67	GEng 111g (4), GEng 143n (3)
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	<i>Acts as academic adviser to students</i>	30	50.00	5	5	5	5.00	
		<b>A17.</b> Number of students advised on thesis/ field practice/special problem:		8	8.00	5	5	4	4.67	Speical Study (4)- Pepito, Napoles, Infiesto, Ramilla OJT (4)-Espanido, Gayrama, Jumawan, Bajao
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	4	7.00	5	5	5	5.00	Lumagud, Daquiado, Papong, Pol, Bajao, Claros, Deloso

		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript	2	4.00	5	5	4	4.67	Espenido, Espancho, Quirong, Pomentil
		<b>A18</b> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	38	20.00	4	4	4	4.00	Sudent Advising and Special Study Advising
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19</b> . Number of Student organizations advised	Advises student organizations recognized by USOO							
		<b>A20</b> . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21</b> : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	3						
		Flexible instructional materials		3						
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	6	14.00	5	5	4	4.67	GEng 111g (4), GEng 112g (4), GEng 124n (4), GEng 142n (2),
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	8	22.00	5	5	5	5.00	GEng 111g (5), GEng 112g (5), GEng 124n (5), GEng 142n (5), GEng 146 (2)
		<b>A 23</b> : 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	1						
		<b>A 24</b> : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	4.00	5	5	4	4.67	GEng 111g, GEng 112g, GEng 124n, GEng 142n



	<b>PI 11.</b> Additional outputs	<b>A 25.</b> 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							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	1						
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new							
<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>A27.</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							
	<b>PI 2.</b> Number of research outputs completed within the year *	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research oroject within the year							
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29.</b> 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							
		<i>In refereed int'l journals</i>		1						
		<i>In refereed nat'l/regional journals</i>								

	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/ conferences	1						
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	1	100.00	5	5	5	5.00	Development of Coupled Geotechnical-Hydrometeorological Framework in Risk Management of Soil and Embankment Failures in Leyte, Philippines-Study Leader
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)								
		<b>A 33.</b> 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							
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new							
<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	<b>A 36.</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							



	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	10						
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implementes duly approved extension projects							
	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> 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							
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	Research Mentoring	Research Mentor								
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons		1	1.00	5	5	5	5.00	GEP Annual Regional Convention
	Convenor/Organizer	Convenor/Organizer			1.00	5	5	5	5.00	GEP Annual Regional Convention
	Consultancy	Consultant								
	Evaluator	Evaluator								
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	1						
	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								



		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>										
	<b>PI 8.</b> 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*	<b>A 44.</b> Compliance to all requirements of the QMS 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							
		<b>A 45.</b> Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools							
		On program accreditations								
		On institutional accreditations								
		Number of Committee Meetings Conducted		10	4.00	5	5	4	4.67	DIMRC,
		Number of Regular Meetings Conducted		10	6.00	5	5	4	4.67	Attended DGE Monthly Meetings
<b>UMFO 6. General Admin. &amp; Support Services (GASS)</b>										
	<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients	0	100.00	5	5	5	5.00	Zero Complaints
	<b>PI 3:</b> Additional Outputs	<b>A 47.</b> 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							

		<b>A 48.</b> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal								
	<b>Total Over-all Rating</b>									<b>94.67</b>	
	<b>Average Rating</b>									<b>4.75</b>	
	<b>Adjectival Rating</b>									<b>O</b>	

<b>Average Rating (Total Over-all rating divided by 4)</b>			<b>4.75</b>
<b>Additional Points:</b>			
<b>Approved Additional points (with copy of Approval)</b>			
<b>FINAL RATING</b>			<b>4.75</b>
<b>ADJECTIVAL RATING</b>			<b>OUTSTANDING</b>

Comments and Recommendations for Development Purposes:

*Complete your PhD study  
sooner.*

Evaluated & Rated by:

  
**JANNET C. BENCURE**

DGE Head and CET Dean

Date:

Approved by:

  
**BEATRIZ S. BELONIAS**

Vice President for Academic Affairs

Date:

1 - Quality

2 - Efficiency

3 - Timeliness

4 - Average



## Exhibit I

**PERFORMANCE MONITORING FORM**Name of Employee: **Engr. Florentino F. Morales Jr.**

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 professional/basic courses/subjects (GEng 111, GEng 112g, GEng 124n, GEng 142n)	Assessment and students' grade per course taught	February 2023	June 2023	July 2023	impressive	Outstanding	
2	Assist students through advising and consultation	Improved student performance	February 2023	June 2023	July 2023	impressive	Outstanding	
3	Develop/revise syllabus and instructional materials	OBE Syllabus approved by the Dept. Review Committee and verified by the Dean and IMD Head	January 2023	1 <sup>st</sup> week February 2023	2 <sup>nd</sup> week February 2023	impressive	Very Satisfactory	
		On-line course ware developed and submitted	February 2023	June 2023	July 2023	impressive	Outstanding	Has uploaded supplemental materials like lab exercise and videos in VSUEE
4	Assess students and submit grades to measure students' performance	Assessment and Grades submitted to registrar	February 2023	June 2023	July 2023	impressive	Outstanding	Submitted grades online and hard copy

5	Participate in all activities conducted by the department, college and the university	<p>CET Strategic Planning and RDE Agenda Setting Workshop 2023</p> <p>Seminar-workshop on TOS Preparation and Tips on Making Examination in VSUEE</p> <p>Celebration of CET Week 2023</p> <p>Training on UAV Operation</p>	January-June 2023	June 2023	June 2023	impressive	Outstanding	Participated in all activities conducted by the department, college and the university
6	Perform other functions assign by the head, dean and the university	<p>Chair, Department Instructional Materials Development Committee</p> <p>Member, Department Personnel Committee</p> <p>Member, Department Curriculum Committee</p>	February-December 2023	February-December 2023	February-December 2023	impressive	Very Satisfactory	



		Member, Department Quality Assurance Committee						
		Member, Department Disaster Response Team						

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

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

Prepared by:

  
**JANNET C. BENCURE**  
 Head

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Florentino F. Morales, Jr.

Performance Rating: \_\_\_\_\_

**Aim:** Engr. Morales as an effective and efficient implementor of the new OBEdized four (4) year degree program in Bachelor of Science in Geodetic Engineering (BSGE) as provided for in the new CMO 89, s. of 2017 and the department's RDE Agenda in his field of specialization.

**Proposed Interventions to Improve Performance:**

Date: January 2023

Target Date: June 2023

**First Step:**

Orientation on the Outcomes-Based Education principles, provisions of the new Policies, Standards, and Guidelines in offering the new BSGE curriculum as provided for in CMO 89, s. 2017 will be given. He should likewise attend trainings, conferences, and conventions to strengthen his competencies and qualifications.

**Next Step:**

Re-orientation on the Outcomes-Based Education principles, provisions of the new normal Policies, Standards, and Guidelines in offering the new BSGE curriculum as provided for in CMO 89, s. 2017 will be given. He should likewise adopt the new teaching strategies for the new normal scheme. Attend virtual trainings, conferences, and conventions to strengthen her competencies and qualifications.

**Outcome:**

Finalize and submit the Student Learning Guide (Module) and Outcomes-Based (OBE) Teaching and Learning (OBTL) Syllabus for the new normal scheme in accordance with the minimum requirements provided by the CMO 89, s. 2017 and the university. Likewise, the faculty will implement OBE in all his subjects. The department's instruction, research, and extension activities will be implemented through attending virtual classes, training, seminars, and conferences.

**Final Step/Recommendation:**

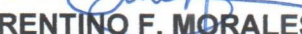
Engr. Morales will be recommended for a one semester leave with pay to finish his doctorate study.

Prepared by:

  
**JANNET C. BENCURE**

Head, Dept. of Geodetic Engineering

Conforme:

  
**FLORENTINO F. MORALES, JR.**

Name of Ratee Faculty