



Exhibit K

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

Name of Faculty Member: **Engr. Ronard G. Paña**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	20%	4.88 <i>2.04</i>	0.98
b. Students (50%)	20%	4.60 <i>2.3</i>	0.92
Total for Instruction	40%	<i>4.74</i>	1.90
2. Research			
a. Client/Dir. for Research (50%)	0		0
b. Dept. Head/Center Director (50%)	5%	4.50	0.23
Total for Research	5%		0.23
3. Extension			
a. Client/Dir. for Extension (50%)	0		0
b. Dept Head/Center Director (50%)	5%	4.33	0.22
Total for Extension	5%		0.22
4. Administration	50%	5.00	2.50
5. Production	0	0	0
TOTAL	100%		4.85

EQUIVALENT NUMERICAL RATING: 4.85
Add: Additional Points, if any: 0.00
TOTAL NUMERICAL RATING: 4.85

ADJECTIVAL RATING: **Outstanding**

Prepared by:

[Signature]
RONARD G. PAÑA
Name of Faculty

Reviewed by:

[Signature]
JANNET C. BENCURE
College Dean

Recommending Approval:

[Signature]
JANNET C. BENCURE
College Dean

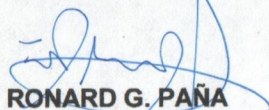
Approved:

[Signature]
BEATRIZ S. BELONIAS
Vice President, Academic Affairs

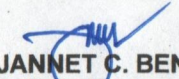
"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ENGR. RONARD G. PAÑA, a faculty member of the DEPARTMENT OF MECHANICAL ENGINEERING commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period JULY 1 TO DECEMBER 31, 2023.


RONARD G. PAÑA
 Instructor I
 Date: Jan. 8, 2024

Approved:


JANNET C. BENCURE
 College Dean
 Date: Jan. 18, 2024

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										
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	<u>PI 1.</u> Percentage of first time licensure exam takers that pass the licensure exams	<u>A1.</u> Percentage of first time takers that passed the licensure exams	<i>Handles and teaches courses assigned</i>	61%	74.80%	5	5	5	5.00	Feb. 2023 - 27 of 31 (87.10%) Aug. 2023 - 5 of 8 (62.50%)
	<u>PI 3.</u> Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs	<u>A3.</u> Provide support to RQAT compliance for BSME Program	<i>Follow the CMO for BSME program</i>	100%	100	5	5	4	4.67	
	<u>PI 4.</u> Percentage of undergraduate programs with accreditations	<u>A4.</u> Percentage of undergraduate programs with accreditations	<i>AACCUP Level I</i>	100%	100%	5	5	4	4.67	effective until April 2024
	<u>PI 5:</u> Total FTE, coordinated, implemented and monitored *	<u>A9.</u> Actual Faculty's FTE	<i>Handles and teaches courses assigned</i>	34	30.15	5	5	4	4.67	2nd Sem AY 2022-2023 - 11.75 1st Sem AY 2023-2024 - 18.40
		<u>A10.</u> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline		9	5	5	5	5.00	-MEng 149, ESci 128n, MEng 154, MEng 137, -MEng 154, MEng 149, MEng 158, ESci 128n

		A11. 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		9	5	5	5	5.00	ESci 128n
		A12. Number of trainings attended related to instruction	Attend mandated trainings	1	2	5	5	5	5.00	TAPHEP CHED RQAT
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught		12	5	5	5	5.00	-MEng 149, MEng 116, MEng 154, MEng 137, -MEng 149, MEng 154, MEng 158
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab		36	5	5	5	5.00	MEng 149, MEng 116, MEng 154, MEng 137, MEng 149, MEng 154, MEng 158
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required		9	5	5	5	5.00	MEng 158
	PI 8: Number of	A16. Number of students advised:	Acts as academic adviser to students	5	7	5	5	4	4.67	BSME students
		A17. Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	4	6	5	5	5	5.00	2nd Sem AY 2022-2023 - 3 1st Sem AY 2023-2024 - 3
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	9	7	5	5	5	5.00	2nd Sem AY 2022-2023 - 5 1st Sem AY 2023-2024 - 2
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	18	20	5	5	5	5.00	BSM students
	PI 9: Number of student	A19. Number of Student organizations	Advises student organizations							
		A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
	PI 10: Number of	A 21 : Number of on-line course ware	Prepares and submits for review by the							
		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.	5	19	5	5	5	5.00	2nd Sem AY 2022-2023 - 19 1st Sem AY 2023-2024 - 23
		A 23 : Number of on-line course ware	Submits the course ware duly reviewed							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	5	9	5	5	4	4.67	ESci 128n, MEng 137, MEng 154, MEng 149, MEng 158
	PI 11 . Additional outputs	A 25 . Number of Additional outputs								
		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	3	5	5	4	4.67	
		A 26 . Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
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							
	PI 2 . Number of research outputs completed within the	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	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	1	5	5	5	5.00	IJECE-1
		<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	A 30 . Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific a/conferences							
		<i>In int'l fora/conferences</i>		1		4	4	4	4.00	
		<i>In nat'l/regional fora/conferences</i>		1		4	4	4	4.00	

	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	5	5	5	5.00	Kalamay project
	PI 6. Additional outputs*	A 32. No. of research-related awards								
		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							
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	A 36. 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							
	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	15		4	4	4	4.00	
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implements duly approved extension projects							
	PI 4. Percentage of	A 39. Percentage of beneficiaries who	Provides quality and relevant training							
	PI 5. Number of technical/expert	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	Research	Research Mentor		1	1	5	5	4	4.67	VSUIHS
	Peer	Peer reviewers/Panelists								
	Resource Persons	Resource Persons		1	0	4	4	4	4.00	
		Convenor/Organizer								
	Consultancy	Consultant								
	Evaluator	Evaluator			1	5	5	4	4.67	VSUIHS Research
	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							
	PI 11. Additional outputs	A 42. No. of extension-related awards								

		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
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 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	100%	100%	5	5	5	5.00	Complaint to ISO requirements
		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							
		On program accreditations								
		On institutional accreditations								
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	100%	100%	5	5	5	5.00	No complaint received
	PI 3: Additional Outputs	A 47. Number of /new initiatives	Initiates/introduces improvements in							
		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								128.33	

Average Rating (Total Over-all rating divided by 4)	4.75
Additional Points:	
Approved additional points (with copy of approval)	
FINAL RATING	4.75
ADJECTIVAL RATING	

Comments & Recommendations for Development Purpose:

*Congratulations.
Time to engage into RDE activities*

Evaluated & Rated by:

JANNET C. BENCURE
College Dean, CET

Date: Jan. 18, 2024

Recommending Approval

JANNET C. BENCURE
College Dean, CET

Date: Jan. 18, 2024

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

Date: 01/22/24



VISAYAS
STATE UNIVERSITY



**DEPARTMENT OF MECHANICAL
ENGINEERING**

Visca, Baybay City, Leyte, PHILIPPINES
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Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **Engr. Ronard G. Paña**

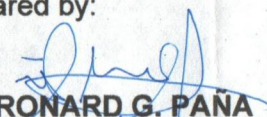
Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1	Handles and teaches courses assigned	34	Jan 2023	Dec 2023	Dec 2023	Impressive	Very Satisfactory	Total of 30.15 FTE
2	Attend mandated training	1	Jan 2023	Dec 2023	Dec 2023	Impressive	Very Satisfactory	Attended training
3	Acts as academic adviser to students	5	Jan 2023	Dec 2023	Dec 2023	Impressive	Very Satisfactory	Consultation of BSME students
4	Advises, and corrects research outline and thesis/SP manuscript	13	Jan 2023	Dec 2023	Dec 2023	Impressive	Very Satisfactory	SRC to students taking ME Project
5	Entertains students consulting on subject taught, thesis and grades	18	Jan 2023	Dec 2023	Dec 2023	Impressive	Very Satisfactory	Consultation of BSME students
6	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	Jan 2023	Dec 2023	Dec 2023	Impressive	Very Satisfactory	Exceeds target preparation of assessment tools
7	Creates virtual classroom using either Moodle or Google Classroom	5	Jan 2023	Dec 2023	Dec 2023	Impressive	Very Satisfactory	Created virtual classrooms
8	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	1	Jan 2023	Dec 2023	Dec 2023	Impressive	Very Satisfactory	Exceeds target linkage to industry
9	Writes publishable materials out of research outputs and submits publication	1	Jan 2023	Dec 2023	Dec 2023	Impressive	Very Satisfactory	Published 1 research output
10	Prepares, submits and presents research paper in scientific fora	1	Jan 2023	Dec 2023	Dec 2023	Needs improvement	Satisfactory	Not yet accomplished
11	Conducts training among beneficiaries of technologies for transfer	15	Jan 2023	Dec 2023	Dec 2023	Needs improvement	Satisfactory	Not yet accomplished

12	Provides the technical and expert services requested by beneficiaries	1	Jan 2023	Dec 2023	Dec 2023	Impressive	Very Satisfactory	Provides technical services as research mentor and evaluator
13	Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member	100%	Jan 2023	Dec 2023	Dec 2023	Impressive	Very Satisfactory	Complaint to ISO requirements
14	Provides customer friendly frontline services to clients	100%	Jan 2023	Dec 2023	Dec 2023	Impressive	Very Satisfactory	No complaint received

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

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

Prepared by:


RONARD G. PAÑA
 Department Head



VISAYAS
STATE UNIVERSITY



**COLLEGE OF
ENGINEERING AND
TECHNOLOGY**

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **Engr. Ronard G. Paña**
Performance Rating: **Outstanding**

Aim: Engr. Paña as an effective and efficient implementor of the new OBEdized four (4)-year degree program in Bachelor of Science in Mechanical Engineering (BSME) as provided for in the new CMO 97, s. of 2017

Proposed Interventions to Improve Performance:

Note: Engr. Ronard G. Paña will be developed into an effective implementor of the new OBEdized four (4)-year BSME Program as he leads the Department of Mechanical Engineering

Date: January 2024

Target Date: June 2024

First Step

- Reorientation on the Outcomes-Based Education principles, orientation of the provisions of the new Policies, Standards, and Guidelines (PSG) in the offering of the new BSME as provided for in CMO 97, s. 2017, and the implementation of the new VSU BSME Curriculum.

Results:

- Mastery on the provisions of CMO 97, s. 2017
- Mastery on the preparation of an OBTL Syllabus Course Content and Plan

Date: July 2024

Target Date: December 2024

Next Step:

- Implementation of the newly approved BSME Curriculum
- Monitor the implementation of the new BSME Curriculum

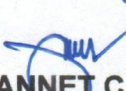
Outcomes:

- Effective implementation of the offering of the new BSME Program
- Increased enrolment of freshman students of the new Program
- Proper management of human resource, facilities, and equipment in the offering of the new BSME degree program
- Preparation and submission of **Research and Extension** proposals in line with the new OBEdized BSME Program

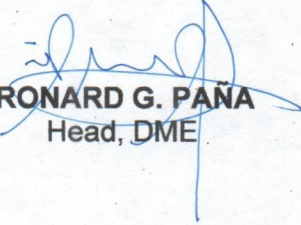
Final Steps/Recommendations:

- Implement the new BSME Program
- Conduct regular monitoring and coaching of the faculty and staff of the department in the implementation of OBE curriculum
- Conduct regular Continuous Quality Improvement in the offering of the new BSME Program

Prepared by:


JANNET C. BENCURE
Dean, CET

Conforme:


RONARD G. PAÑA
Head, DME