



Exhibit K

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

Name of Faculty Member: **Engr. Jundy R. Castil**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	70%	4.83	3.38
b. Students (50%)	0		
Total for Instruction	70%		
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	0		
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	0		
4. Administration	30%	5.00	1.50
5. Production	0		
TOTAL	100%		4.88

EQUIVALENT NUMERICAL RATING: 4.88
Add: Additional Points, if any: 0.0
TOTAL NUMERICAL RATING: 4.88

ADJECTIVAL RATING: **Outstanding**

Prepared by:

JUNDY R. CASTIL
Name of Faculty

Reviewed by:

JUNDY R. CASTIL
Department Head

Recommending Approval:

ROBERTO C. CUARTE
College Dean

Approved:

BEATRIZ S. BELONIAS
Vice President, Academic Affairs



VISAYAS
STATE UNIVERSITY



**DEPARTMENT OF
MECHANICAL
ENGINEERING**

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"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ENGR. JUNDY R. CASTIL, a faculty member of the DEPARTMENT OF MECHANICAL ENGINEERING commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JULY 1 - DECEMBER 31, 2020.

JUNDY R. CASTIL

Instructor I

Date:

Approved:

ROBERTO C. GUARTE

College 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							
		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							
	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 Moddle or Google Classroom							

	PI 10 . Additional outputs:	A 8 . Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5 : Total FTE, coordinated, implemented and monitored *	A9 . Actual Faculty's FTE	Handles and teaches courses assigned	4	4.4	5	5	5	5.00	
		A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	6	On going classes for 1st Sem of SY 2020-2021	4	5	5	4.67	
		A 11 . 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							
		A12 . Number of trainings attended related to instruction	Attend mandated trainings	2	2	5	5	5	5.00	(1) Certificate of Completion to Akadasia's Teacher Up-Skilling Program - Introduction to Online Teaching (2) Certificate of Completion to Akadasia's Teacher Up-Skilling Program - Creating Your First Online Course

		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	1	4	4	4	4.00	- Midterm Examination (MEng 111e)
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	16	5	5	4	4.67	(6) Learning Task in MEng 111e (7) OJT Webinar Journals (3) Learning
		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
	PI 8: Number of students advised: *	A16 . Number of students advised:	Acts as academic advisor to students	25	87	5	5	5	5.00	3rd Year 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		27	5	5	5	5.00	(26) On the Job Training Manuscript (1) ME Project
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript		2	5	5	5	5.00	(2) ME Project
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades							
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO							
		A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
	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							

		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	3	3	4	5	5	4.67	(1) MEng 111e (2) MEng 200 (3) MEng 195
		Supplemental learning res	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	3	3	5	5	5	5.00	(1) MEng 111e (2) MEng 200 (3) MEng 195
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	3	3	5	5	4	4.67	(1) MEng 111e (2) MEng 200 (3) MEng 195
		A 23 : 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	3	3	4	5	5	4.67	(1) MEng 111e (2) MEng 200 (3) MEng 195
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	3	3	5	5	5	5.00	(1) MEng 111e (2) MEng 200 (3) MEng 195
	PI 11. Additional outputs	A 25. 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	1	1	5	5	5	5.00	Overall Program Incharge for AACUP Level I Accreditation
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	1	6	5	5	5	5.00	Conducted 6 OJT Webinar sessions with resource persons from different industries

		A 26. Other outputs implementing the new normal due to covid 19	Designs experimental learning activities and other outputs to implement new normal	2	3	5	5	5	5.00	(1) MEng 111e (2) MEng 200 (3) MEng 195
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 year *	A 28. Number of research outputs completed within the year *	Conducts and completes research oroject 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-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>								
		<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 scienfic for a/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	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							

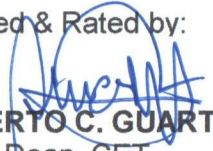
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)								
		A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer	Acts as peer reviewer of journal articles/scientific papers, reviews the paper received 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							
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							
	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 beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and	A 39. 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							
	PI 5. Number of technical/expert services	A 40. 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	Resource Persons								
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant								
	Evaluator	Evaluator								
	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 (extrn. conducted by faculty or student & faculty) *								
		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										

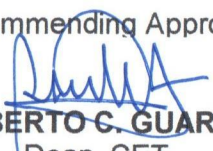
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Average Rating (Total Over-all rating divided by 4)	4.86
Additional Points:	
Approved additional points (with copy of approval)	
FINAL RATING	4.86
ADJECTIVAL RATING	Outstanding

Evaluated & Rated by:


ROBERTO C. GUARTE
 Dean, CET
 Date:


Recommending Approval


ROBERTO C. GUARTE
 Dean, CET
 Date:

Comments & Recommendations for Development Purpose:

He is performing his administrative and academic functions excellently. I recommend that he will be allowed to attend a Middle Mgr. Training in DAP to prepare him for a higher position.

Approved by:


BEATRIZ S. BELONIAS
 Vice President for Academic Affairs
 Date:



VISAYAS
STATE UNIVERSITY



**DEPARTMENT OF
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ENGINEERING**

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Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **Engr. Jundy R. Castil**

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	4	July 2020	December 2020	December 2020	Very Impressive	Outstanding	MEng 111e (3 sections) MEng 195 MEng 200
2	Prepares grade sheet and submits on or before deadline	6	July 2020	December 2020	December 2020	Impressive	Very Satisfactory	Ongoing classes for 1st Sem of SY 2020-2021
3	Attend mandated trainings	2	July 2020	December 2020	December 2020	Very Impressive	Outstanding	(1) Certificate of Completion to Akadasia's Teacher Up-Skilling Program - Introduction to Online Teaching (2) Certificate of Completion to Akadasia's Teacher Up-Skilling Program - Creating Your First Online Course
4	Administers and checks long examination for subjects taught	2	July 2020	December 2020	December 2020	Impressive	Very Satisfactory	Midterm Examination (MEng 111e)
5	Prepares and checks quizzes for lec and lab	10	July 2020	December 2020	December 2020	Very Impressive	Outstanding	(6) Learning Task in MEng 111e (7) OJT Webinar Journals (3) Learning Task in MEng 200
6	Acts as academic adviser to students	25	July 2020	December 2020	December 2020	Very Impressive	Outstanding	3 rd Year BSME students
7	Prepares Instructional module/laboratory guide/workbook or a combination thereof	3	July 2020	December 2020	December 2020	Impressive	Very Satisfactory	(1) MEng 111e (2) MEng 200 (3) MEng 195
8	Prepares Power Point presentation, video clips, movie clips, reading	3	July 2020	December 2020	December 2020	Impressive	Very Satisfactory	(1) MEng 111e (2) MEng 200 (3) MEng 195

	assignments depending on course taught							
9	Prepares assessment tools such as long exam, quizzes, problems set, etc.	3	July 2020	December 2020	December 2020	Impressive	Very Satisfactory	(1) MEng 111e (2) MEng 200 (3) MEng 195
10	Submits the course ware duly reviewed by TRP for editing by MMDC editor	3	July 2020	December 2020	December 2020	Impressive	Very Satisfactory	(1) MEng 111e (2) MEng 200 (3) MEng 195
11	Creates virtual classroom using either Moddle or Google Classroom	3	July 2020	December 2020	December 2020	Impressive	Very Satisfactory	(1) MEng 111e (2) MEng 200 (3) MEng 195
12	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	1	July 2020	December 2020	December 2020	Impressive	Very Satisfactory	Overall Program In charge for AACUP Level I Accreditation
13	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	1	July 2020	December 2020	December 2020	Very Impressive	Outstanding	Conducted 6 OJT Webinar sessions with resource persons from different industries
14	Designs experimental learning activities and other outputs to implement new normal	2	July 2020	December 2020	December 2020	Very Impressive	Outstanding	(1) MEng 111e (2) MEng 200 (3) MEng 195
15	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	July 2020	December 2020	December 2020	Impressive	Very Satisfactory	All the QMS core processes of the university are complied
16	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant	July 2020	December 2020	December 2020	Impressive	Very Satisfactory	Completed
17	Provides customer friendly frontline services to clients	Zero % complaint	July 2020	December 2020	December 2020	Impressive	Very Satisfactory	Zero % complaint

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

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

Prepared by:

ROBERTO C. GUARTE
CET Dean