# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Engr. Rex R. Doñoz

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.35	
b. Students (50%)		2.17	
TOTAL for Instruction	90%	4.52	4.07
2. Research	10%	4.70	0.47
3. Extension	0%	0.00	0.00
4. Support to Operation	0%	4.70	0.00
5. Administration	0%		0.00
TOTAL			4.54

<sup>\*</sup>Instructor I- July -December 2018

EQUIVALENT	NUMERICAL	RATING:
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4.54

Add: Additional Points, if any: TOTAL NUMERICAL RATING:

4.54

ADJECTIVAL RATING:

Outstanding

Prepared by:

Name of Faculty

Reviewed by:

DIANA CHRISTA G. ARTLOZA Head, Dept. of Geodetic Eng'g

Recommending Approval:

ROBERTO C. WARTE Dean, College of Eng'g

Approved:

BEATRIZ S. BELLONIAS

Vice President for Instruction

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### Visayas State University College of Engineering **Department of Geodetic Engineering** Visca, Baybay City, 6521-A, Leyte, Philippines

"Exhibit B"

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

I, Rex Doñoz, of the Department of Geodetic Engineering commits to deliver and agree to be rated on the attainment of the following targets with accomplishments in accordance with the indicated measures for the period of July 1, 2018 to December 31, 2018.

REX R. DONOZ

Approved:

Department Head

Date:

5 - Outstanding 4 - Very Satisfactory 3 - Satisfactory

2 - Fair

1 - Poor

				Actual	Actual Accomplishment		Ra	ting		
MFO & Performance Indicators (PI)	Program/Activities/ Projects	Tasks Assigned	Targets July to December 2018	% Accomplish ment as December 2018	Details of Accomplishment	Quality	Efficiency	Timeliness	Average	Remarks
MFO 1. Advanced Education Serv	vices									Not Applicable
MFO 2. Higher Education Service	S								panetra and a second	
PI 1. Number of FTE coordinated and implemented	Teaching	Teaches BSGE and Engineering Sciences subjects equivalent to 8 FTE	4	692.50%	27.7	5	5	5	5.0	ESci 139, GEng 159, ESci 110, GEng 111, GEng 141
PI 2. Number of Academe/Industry linkage established										
PI 3. Student Advising and Consultation Services Coordinated:										

student manuscript outline/special problem		Spends twelve (12) hours a year	6	500.00%	30	5	5	4		Special study manuscript and field practice manuscript
Number of hours spent on student consultation other than manuscript outline/special problem consultation	Consultation/tutorial/ advising	Spends three (3) hours per week or 114 hours a year	50	140.00%	70	5	5	5	5.0	BSGE and BSCE students
Number of organizations advised										
Number of student-related activties assisted	Supervising, Monitoring	supervising one (1)	1	100.00%	1	5	5	4		GEP-VSUSC Coastal clean- Up with 4 Ocean
Number of Approved Manuscript submitted within the prescribed period	approving of manuscripts/ special studies	approving five (2) special study/problems in a vear	4	75.00%	3	5	5	4	4.7	Keanu Jay Galgo, Klaryse Astillo, Vince Hove Valenzona, (Juztine Tizon- not yet approved)
PI 4. Number of instructional materials developed/revised and utilized:										
Syllabi										
New	Preparing/Organizing	Prepare one (1) new syllabi for new offering	1	200.00%	2	5	5	4	4.7	GEng 111, Esci 145
Revised	Reviewing/Revising	Reviews three (3) existing syllabi	3	66.67%	2	5	5	4	4.7	GEng 141, GEng 159
Instructional Manual										
New	Preparing/Organizing	Prepares and compiles one (1) IM for new offering								
Revised	Reviewing/Revising	Reviews two (2) existing instructional manual								
Lab Manual										

Preparing/Organizing Organize 2 manuals New 0 #DIV/0! 3 5 5 4 4.7 **GEng 111** Reviewing/Revising Reviews 10 existing Revised 7 5 5 4.7 1 700.00% GEng 111, GEng 159 manual Powerpoint Preparing New (per course) Prepares 20 Esci 110, Esci 145, GEng 111, 5 5 5 460.00% 23 presentations GEng 141, GEng 159 Revised (per course) Revising Revises GEng 111, GEng 141, GEng 4.7 5 100.00% 5 5 presentation 159 PI 5. Number of grade sheets Assessment of students Conducts 18 submitted on prescribed period quizzes/assignment performance s, 12 long exams, 12 term exams , 2 4.7 Esci 110, Esci 145, GEng 111, 40 142.50% 57 5 practical exams, 30 GEna 141, GEna 159 laboratory exercises or a total of 74 student assessment Computes and Assessment of students Esci 110, Esci 145, GEng 111, submits 5 midterm 4.7 berformance 10 120.00% 12 5 GEng 141, GEng 159 and 5 final grades MFO 3. Research Services PI 1. Number of research proposals prepared and submitted PI 2. Amount of research proposal prepared and submitted for VSU funding ('000) PI 3. Amount of research proposal prepared and submitted for External Funding ('000) PI 4. Number of Research Outputs presented in for a/conferences National Regional Local

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Institutional										
PI 5. Number of Research Projects		under climate								
Conducted and/or Completed on		change	1	100.00%	1	5	5	4	4.7	
Schedule										
PI 6. Amount of research money		under climate								
generated from VSU ('000)		change	10	100.00%	10	5	5	4	4.7	
		Change								
PI 7. Amount of research money										
generated from external funding										
('000)				<u></u>		L	<u> </u>			
MFO 4. Extension Services										
Pl 1. Number of person-days										
trained weighted by length of						l				
training										
Pl 2. Number of IEC										
materials/technoguides										
developed/used						<u> </u>				
PI 3. Number of beneficiaries									l	
served										
Groups									<u> </u>	
Individuals										
PI 4. Number of extension										
projects conductes and/or										
completed on schedule										
PI 5. Number of extension						1			l	
proposals submitted										
PI 6. Percent of extension										
proposals approved										
PI 7. Amount of extension money								İ	1	
generated from external funding						1				
('000)						<u> </u>			ļ	
PI 8. Amount of extension money										
generated from institutional										
fundina ('000)							<u> </u>		<u> </u>	
PI 9. Additional outputs										
No. of seminar/training										
presentations prepared						<u> </u>				
MFO 5. Support to Operations										
mi C J. Support to Operations										

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PI 1. Number of											
seminars/trainings/conventions/wo											
rkshops coordinated for entire											
university								-+-	+		
PI 2. Number of in-house											
seminars/trainings/worshops/revie											
ws conducted											
PI 3. Additional outputs											
Number of faculty/staff											
awards/honors received related											
to operatios support							_	_	-		Market Street Commence
Number of services (surveying)											
rendered to VSU  No. of services as							_	$\dashv$			
consultant/adviser rendered to	1				GOOD AND AND AND AND AND AND AND AND AND AN						
Consultanivadviser rendered to											
MFO 6. General Administration an	nd Support Services (GA	SS)									
Number of Performance								15			
Indicators Filled-up											
Total Overall Rating								70.67		Annual State of the Annual	
Average Rating								4.71			
Adjective Rating								0			Minute Control of the
Average Rating (Total Over-all rat	Average Rating (Total Over-all rating divided by 4)  4.71  Comments & Recommendations										

4 - Average

Average Rating (Total Over-all rating divided by 4)		4.71
Additional Points:		
Punctuality	Х	
Approved Additional points (with copy of approval)	Х	
FINAL RATING		4.71
ADJECTIVAL RATING		OUTSTAND
		NG

Evaluated & Rated by:		Recommending Approval:
DIANA CHRISTA G. MICH	LOZA	ROBERTO C. GUARTE
Head, Dept. of Geodetic I	Engineering	Dean, College of Engineering
Date:		Date:
1 - Quality	2 - Efficiency	3 - Timeliness

for Development Purpose:

Alterd trainings & Seminars and proceed graduate vividires

Approved by:
BEATRIZ S. BELONIAS
Vice President for Instruction
Date:

## Exhibit I

## PERFORMANCE MONITORING FORM

Name of Employee: Engr. Rex R. Doñoz

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplish ed	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1	Teach five (5) professional courses/subjects (GEng 139, GEng 159, ESci 110, GEng 111, GEng 141)	Students' grade per course taught and Student Performance Evaluation From (CQI Form 6)	August 2018	December 2018	December 2018	impressive	Outstanding	Improve performance with respect to students' comments on TPES, Pursue graduate studies and attend trainings and seminars to improve teaching skills
2	Assist students through advising and consultation	Improved student performance	August 2018	December 2018	December 2018	impressive	Very satisfactory	Provide more interventions for the improvement of students' performance
3	Develop/revise syllabus and instructional materials	Syllabus and IMs approved by the Dean and IMs approved by MMDC	August 2018	December 2018	December 2018	Needs improvem ent	Very satisfactory	Should develop lecture and lab manuals, following the format prescribed by MMDC.
4	Assess students and submit grades to measure students' performance	CQI Form #6, Grades submitted to registrar	August 2018 .	December 2018	January 2019	Needs improvem ent	Very satisfactory	Should submit grades and CQI Form #6 on time

5	Participate in all activities	Attendance,	August	Needs	Very	Should participates
	conducted by the	certificates if	2018	improven	satisfactory	actively in all
	department, college and	applicable		ent		activities
	the university					
6	Perform other functions	CoE Land Use	NOV	impressiv	e Outstanding	Performs functions
	assign by the head, dean	Plan, other	2018			duly assigned to him
	and the university (Land	reports/certificat				
	Use Planning of the	es				
	College)	Research Coordina	that Any 20	5		

<sup>\*</sup> Either very impressive, impressive, needs improvement, poor, very poor \*\* Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

Unit Head

#### EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Rex R. Doñoz
Performance Rating: 4.54 (0)

Aim: To improve teaching performance by attending continuing education programs such as trainings. seminars and workshops and to earn a Master's Degree in Geodesy compliant to VSU Rules and Regulations and to the respective external funding institution's and be a lead person for the implementation of the department's RDE Agenda in his field of specialization.

Proposed Interventions to Improve Performance:

Date: January 2018 Target Date: December 2018

#### First Step:

Orientation on the Outcomes-Based Education principles, provisions of the new Policies, Standards, and Guidelines in the offering of the new BSGE curriculum as provided for in CMO 89, s. 2017.

#### **Result:**

The faculty was able to prepare and submit Outcomes-Bases Teaching and Learning (OBTL) Syllabus in accordance to the minimum requirements provided by the CMO 89, s. 2017 and the university. Also, the faculty was able to implement OBE in all his subjects.

Date: January 2019 Target Date: August 2019

#### **Next Step:**

The faculty member should attend trainings, seminars and workshops.

#### **Outcome:**

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To be able to strengthen competencies and qualifications and will be able to apply the knowledge learned in terms of instruction, research and extension activities of the department.

#### Final Step/Recommendation:

The faculty member should initiate in the application for admission for a possible master's degree in Geodey as specified in the faculty development plan of the department either in the Philippines or abroad. When admitted, the faculty should likewise look for a possible funding agencies/scholarship to support his studies. He will then be recommended by the department personnel committee to pursue his master's degree in a leave with pay status to the President through Academic Personnel Board of the University.

Prepared by:

Unit Head

Diana Christa

Name of Ratee Faculty/Staff