

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

*Instructor I- July -December 2018

EQUIVALENT NUMERICAL RATING: 4.54

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.54

ADJECTIVAL RATING: Outstanding

Prepared by:

REX R. DOÑOZ
Name of Faculty

Reviewed by:

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

Recommending Approval:

ROBERTO C. GUARTE
Dean, College of Eng'g

Approved:

BEATRIZ S. BELONIAS
Vice President for Instruction



"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Rex R. Doño, 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.

Date:

Approved:

DIANA CHRISTA G. MILLOZA

Department Head

Date:

5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory
2 - Fair
1 - Poor

[illegible]

[illegible]

New	Preparing/Organizing	Organize 2 manuals	0	#DIV/0!	3	5	5	4	4.7	GEng 111
Revised	Reviewing/Revising	Reviews 10 existing manual	1	700.00%	7	5	5	4	4.7	GEng 111, GEng 159
Powerpoint										
New (per course)	Preparing	Prepares 20 presentations	5	460.00%	23	5	5	4	4.7	Esci 110, Esci 145, GEng 111, GEng 141, GEng 159
Revised (per course)	Revising	Revises presentation	5	100.00%	5	5	5	4	4.7	GEng 111, GEng 141, GEng 159
PI 5. Number of grade sheets submitted on prescribed period	Assessment of students performance	Conducts 18 quizzes/assignments, 12 long exams, 12 term exams, 2 practical exams, 30 laboratory exercises or a total of 74 student assessment	40	142.50%	57	5	5	4	4.7	Esci 110, Esci 145, GEng 111, GEng 141, GEng 159
	Assessment of students performance	Computes and submits 5 midterm and 5 final grades	10	120.00%	12	5	5	4	4.7	Esci 110, Esci 145, GEng 111, GEng 141, GEng 159

MFO 3. Research Services

[illegible]

[illegible]

PI 1. Number of seminars/trainings/conventions/workshops coordinated for entire university										
PI 2. Number of in-house seminars/trainings/workshops/reviews conducted										
PI 3. Additional outputs										
Number of faculty/staff awards/honors received related to operations support										
Number of services (surveying) rendered to VSU										
No. of services as consultant/adviser rendered to VSU										

MFO 6. General Administration and Support Services (GASS)

Number of Performance Indicators Filled-up				15	
Total Overall Rating				70.67	
Average Rating				4.71	
Adjective Rating				O	

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

Comments & Recommendations for Development Purpose:

Attend trainings & Seminars and proceed graduate studies

Evaluated & Rated by:

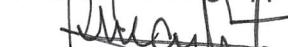


DIANA CHRISTA G. MILLOZA

Head, Dept. of Geodetic Engineering

Date: _____

Recommending Approval:



ROBERTO C. GUARATE

Dean, College of Engineering

Date: _____

Approved by:



BEATRIZ S. BELONIAS

Vice President for Instruction

Date: _____

1 - Quality

2 - Efficiency

3 - Timeliness

4 - Average

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **Engr. Rex R. Doño**

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 five (5) professional courses/subjects (GEng 139, GEng 159, ESci 110, GEng 111, GEng 141)	Students' grade per course taught and Student Performance Evaluation Form (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 improvement	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 improvement	Very satisfactory	Should submit grades and CQI Form #6 on time

5	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	August 2018			Needs improvement	Very satisfactory	Should participate actively in all activities
6	Perform other functions assign by the head, dean and the university (Land Use Planning of the College)	CoE Land Use Plan, other reports/certificates <i>Research Coordinator Aug 2016</i>	<i>NOV 2018</i>			impressive	Outstanding	Performs functions duly assigned to him

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

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

Prepared by:


DIANA CHRISTA G. MULOZA
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:

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:


Diana Christa G. Millaiza
Unit Head

Conformer:


Rex R. Doñoz

Name of Ratee Faculty/Staff