

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Rating Period: JULY-DECEMBER 2024

Name of Faculty Member:

MAX TEODY T. QUIMILAT

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2x3)
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head (50%)		4.00 x 50% = 2.000	
b. Students (50%)		4.86 x 50% = 2.430	
TOTAL for Instruction	75%	4.43	3.323
2. Research	10%		
a. Client/Director for Research			
b. Dept. Head/Center Director		3.83 x 10% = 0.383	
TOTAL for Research			0.383
3. Extension	10%		
a. Client/Director for Extension			
b. Dept. Head/Center Director		3.67 x 10% = 0.367	
TOTAL for Extension			0.367
4. Production			
5. Administration/Other Services	5%	4.36 x 5% = 0.218	0.218
TOTAL	100%		4.291

EQUIVALENT NUMERICAL RATING: 4.291

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.291

ADJECTIVAL RATING:

VERY SATISFACTORY

Prepared by:

MAX TEODY T. QUIMILAT

Name of Faculty

Reviewed by:

AL FRANJON M. VILLAROYA

Department Head

Recommending Approval:

GLENN G. PAJARES

Dean, CAS

Approved by:


ROTACIO S. GRAVOSO


Vice President for Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MAX TEODY T. QUIMILAT, a faculty member of the DEPARTMENT OF PHILOSOPHY AND SOCIAL SCEINCES commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JULY-DECEMBER 2024

  
**MAX TEODY T. QUIMILAT**  
 Assistant Professor 4  
 Date: 1/22/25

Approved:   
**AL FRANJON VILLAROJA**  
 Department Head  
 Date: 1/22/25

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target (Jan. - Dec)	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
		Number of instructional materials developed		N/A						
	<b>UMFO 2. HIGHER EDUCATION SERVICES</b>									
	<b>OVPI MFO 3. Higher Education Management Services</b>									
	<b>PI 6:</b> Number of programs accredited	<b>A 1.</b> Number of programs accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	1	N/A	4	4	4	4.00	
	<b>PI 10:</b> Total FTE, coordinated, implemented and monitored *	<b>A 2.</b> Actual Faculty's FTE	Handles and teaches courses assigned	18	28.60	5	5	5	5.00	
	<b>PI 11:</b> Number of new revised curricular proposals submitted	<b>A 3.</b> Number of new revised curricular proposals submitted	Contributes to the submission of a new revised curricular proposals	N/A						
	<b>PI 13:</b> Percentage of courses offered with approved course syllabi	<b>A 4.</b> Percentage of courses offered with approved course syllabi	Teaches subjects with approved course syllabi	100%	100%	4	4	4	4.00	



	<b>PI 14:</b> Percentage of courses offered with IMs	<b>A 5.</b> Percentage of courses offered with approved IMs	Teaches subjects with approved IMs	100%	100%	4	4	4	4.00	
	<b>PI 15:</b> Number of Instructional Materials approved	<b>A 6.</b> Number of Instructional Materials approved	Prepares and submits IMs for review and approval	100%	100%	4	4	4	4.00	
	<b>PI 16:</b> Percentage of courses offered with final grades submitted within the allowable period	<b>A 7.</b> Percentage of courses offered with final grades submitted within the allowable period	Submits grade sheets within allowable period	100%	100%	3	3	3	3.00	
	<b>PI 18:</b> Percentage of courses rated atleast VS in the Teaching Performance Evaluation by Students (TPECS)	<b>A 8.</b> Percentage of courses rated atleast VS in the Teaching Performance Evaluation by Students (TPECS)		100%	100%	4	4	4	4.00	
	<b>PI 19:</b> Additional Outputs	<b>A 10.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	6	8	4	4	4	4.00	
		<b>A 11.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	6	12	4	4	4	4.00	
					AVERAGE				4.00	
<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>A 15.</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	1	N/A	3.5	3.5	3.5	3.50	
	<b>PI 2:</b> Number of research outputs completed within the year *	<b>A 16.</b> Number of research outputs completed within the year *	Conducts and completes research project within the year	1	1	4	4	4	4.00	
	<b>PI 3:</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 17.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scienfic fora/conferences	1	1	4	4	4	4.00	
					AVERAGE				3.83	
<b>UMFO 4. EXTENSION SERVICES</b>										
	<b>PI 1:</b> Number of active partnerships with LGUs.	<b>A 32.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs.	Identifies and links with probable partners for extension	1	1	4	4	4	4.00	

	<b>PI 2:</b> Number of trainees weighted by the length of training	<b>A 33.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	50	N/A	3.5	3.5	3.5	3.50	
	<b>PI 3:</b> Number of extension programs and projects	<b>A 34.</b> Number of extension programs and projects		1	1	4	4	4	4.00	
	<b>PI 4:</b> Percentage of beneficiaries who rated the	<b>A 35.</b> Percentage of beneficiaries who rated the training course/s as	Provides quality and relevant training courses	1	N/A	3.5	3.5	3.5	3.50	
	<b>PI 5:</b> Number of technical/expert services rendered	<b>A 36.</b> Number of technical/expert services rendered as/in:	Provides the technical and expert services requested by beneficiaries	1	1	4	4	4	4.00	
		a. Peer reviewer of journal/book		N/A						
		d. accreditor		N/A						
	<b>PI 7:</b> Number of extension proposals approved	<b>A 38.</b> Number of extension proposals approved	Follow ups submitted and reviewed extension proposals	1	N/A	3.5	3.5	3.5	3.5	
	<b>PI 8:</b> Number of extension proposals implemented	<b>A 39.</b> Number of extension proposals implemented	Implements duly approved extension projects	1	N/A	3.5	3.5	3.5	3.5	
	<b>PI 9:</b> Number of extension outputs presented in int'l, national, regional or institutional conferences	<b>A 40.</b> Number of extension outputs presented in:	Prepares, submits and presents extension paper in conferences	1	N/A	3.5	3.5	3.5	3.5	
		a. International		1		3.5	3.5	3.5	3.5	
		b. National		N/A						
		c. Regional or Institutional Conferences		N/A						
					AVERAGE				3.67	
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
	<b>OVPI MFO 1. Faculty Development Services</b>									
	<b>PI 7:</b> Number of trainings, seminars, and conferences attended	<b>A 50.</b> Number of training, seminars, and conferences attended (international, national, regional/institutional)	Attends training, seminars, and conferences attended (international, national, regional/institutional)	1	3	5	5	5	5.00	
		International		1	0	3.5	3.5	3.5	3.5	
		National		1	3	5	5	5	5	



	<b>PI 13:</b> Number of course syllabi and TOS reviewed and approved	<b>A 54.</b> Number of course syllabi and TOS reviewed and approved	Submits course syllabi and TOS for approval	4	6	4	4	4	4	
<b>UMFO 6. GENERAL ADMINISTRATIVE AND SUPPORT SERVICES</b>										
	<b>PI 9:</b> Percentage of submitted DTR within 20 days after the last day of the month	<b>A 73.</b> Percentage of submitted DTR within 20 days after the last day of the month	Submits DTR within 20 days after the last day of the month	100%	100%	4	4	4	4.00	
	<b>PI 10:</b> Percentage of complaints, if any, addressed on time	<b>A 74.</b> Percentage of complaints, if any, addressed on time	Addresses complaints on time (if any)	100%	100%	4	4	4	4.00	
	<b>PI 17:</b> Additional Outputs	<b>A 80.</b> Number of meetings attended	Attends meetings (departmental/institutional)	4	6	5	5	5	5.00	
					AVERAGE				4.36	
			Average Rating (Total Over-all rating divided by number of entries)			<b>Comments &amp; Recommendations for Development Purpose:</b> Continue to be of help to the department by performing your tasks and functions in instructions, research, innovation, and extension.				
			Additional Points:							
			Approved Additional points (with copy of approval)							
			FINAL RATING							
			ADJECTIVAL RATING							

Evaluated & Rated by:

AL FRANJON M. VILLAROYA

Head, DPSS

Date: 1/22/25

Recommending Approval:

GLENN G. PAJARES

Dean, CAS

Date: JAN 24 2025

Approved by:

ROTACIO S. GRAVOSO

Vice President for Academic Affairs

Date: JAN 30 2025

## PERFORMANCE MONITORING & COACHING JOURNAL

✓	1st	Q U A R T E R
✓	2 <sup>nd</sup>	
	3 <sup>rd</sup>	
	4th	

Name of Office: Dept. of Philosophy & Social Sciences

Head of Office: Al Franjon M. Villaroya


Number of Personnel: 27 (15 regular faculty & staff; 11 part-time faculty; 1 job order admin staff)

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
<b>Monitoring</b>  The monitoring of faculty was done through classroom observations conducted during the 1 <sup>st</sup> semester, SY 2024-2025.		The Department Head together with a DPC member conducted the classroom observations and conducted meetings relative thereto.			Faculty and staff attendance are monitored through biometrics and logbook. They reminded to use appropriate teaching strategies and classroom management to improve performance in instruction.
<b>Coaching</b>  <b>Mr. Beljun P. Enaya</b>	Mr. Enaya was called to explain his reaction to the TPES results in the 2nd semester Sy 2023-2024.  Mr. Enaya said that he could not exactly point out the reason for an “S” remark on				The faculty concerned was informed of the TPES results of the 2 <sup>nd</sup> semester, SY 2023-2024 and was given advice and reminders.


	<p>his one 1 class. Accordingly, he said it is probably that the class who gave him the S remark found it hard to catch up with the discussion, since he gave equal expectations to all his classes.</p> <p><i>The Head advised Mr. Enaya to understand that VSU students are heterogenous.</i></p>				
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*Note: Please indicate the date in the appropriate box when the monitoring was conducted.*

Conducted by:

  
AL FRANJON M. VILLAROYA  
 Immediate Supervisor

Noted by:

  
GLENN G. PAJARES  
 Next Higher Supervisor

**“Exhibit H”**

## TRACKING TOOL FOR MONITORING TARGETS

**(July-December 2024)**

Major Final Output/ Performance Indicator	TASK	ASSIGNED TO	DURATION	TASK STATUS			REMARKS
				July- Septem ber	October - Decemb er		
<b>MFO 2. Higher Education Services</b>							
PI 1. Number of FTE coordinated and implemented	Teaches GE and AB Philo courses/subjects	<p>Ms. Mary Ann G. Cobico Dr. Rose Capulla Dr. Jerry D. Imbong Mr. Al Franjon M. Villaroya Ms. Bethlehem A. Ponce Ms. Angelie Genotiva Mr. Beljun P. Enaya Mr. Errol Fernandez Dr. Guiraldo C. Fernandez, Jr. Mr. Dean Ruffel Flandez Mr. Aldrin Palermo Mr. John Martin Diao Ms. Ianvie Norean Miaga Ms. Alainia Larrazabal Dr. Glenn Pajares Dr. Max Teody Quimilat</p> <p><u>Part-timers</u> Cañezo, Xaviery Ric Lina, Kim Brian Rodriguez, Gerry Bargamento, Enrico Abelardo, Gella Mae Amigo, Jim Rhodel Manacpo, Nicole Ivy Amigo, Jim Rhodel Billones, Kim Juravee</p>	August-December	/	/		Actual accomplishments exceeded the targets
			August-December	✓	✓		



		Abelardo, Gella Mae					
PI 4. Student Advising and Consultation Services Coordinated	Assists students through academic advising to college students	Mr. Al Franjon Villaroya Dr. Glenn Pajares Mr. John Martin Diao Dr. Guiraldo Fernandez, Jr. Dt. Jerry Imbong	July - December 2024	✓	✓		The faculty provided interventions for the improvement of the students' performance
PI 5. Number of instructional materials developed/revised and utilized	Develops/revises instructional materials (Syllabus and Table of Specifications)	All faculty members	August-December	✓	✓		Followed the format prescribed by the university
PI 6. Number of grade sheets submitted on prescribed period	Assesses students and submits grades to measure students' performance	All Faculty Members	December		✓		Due for submission at the end of semester
<b>MFO3. Research Services</b>							
PL2. Number of Articles Published in Peer Reviewed Journal	Submits articles for publication	Dr. Jerry D. Imbong			✓		Published in international and national/local peered journals
<b>MFO5, Extension Services</b>							
PI 5. Number of Extension Projects Conducted	Serves as project leader and component leaders	Mr. Errol Fernandez Mr. Al Franjon Villaroya Mr. John Martin Diao Dr. Bethlehem Ponce Ms. Angelie Genotiva Mr. Dean Ruffel Flandez Dr. Glenn Pajares Mr. Beljun Enaya Dr. Guiraldo C. Fernandez	July-December 2024	✓	✓		1. Capacity Building of Intro to Philosophy of the Human Person 2. Saving Minamanwa: An Initiative to Preserve Minamanwa and the Mamanwa Indigenous Knowledge System and Practices 3. STEPS – A Student and Teacher Enhancement Project for the Seminaries in Leyte
<b>MFO 5. Support to Operations</b>	Participates in all activities conducted by the department, college and the university	Faculty and Staff	July-December	✓	✓		Participated actively in all activities
PI 4. Number of in-house seminars/trainings/workshops/reviews conducted/attended	Attends/participates to trainings	All Faculty & Staff	July-December	✓	✓		Faculty and staff actively participated in

	Performs other functions assigned by the head, dean and the university	Faculty and Staff	July-December 2024	✓	✓		Performed other functions duly assigned to the faculty and staff
<b>MFO 6. General Administration and Support Services (GASS)</b>							
PI 1. Number of rooms, and surroundings maintained/cleaned	Supervises in the maintenance of building facilities; cleans dept classrooms and surroundings	Mr. Aldrin Palermo Mr. Cirilo Alipar, Jr.	July-December 2024	✓	✓		
PI 3. Number of hours spent on monitoring	Spends one (1) hour per week or 40 hours per year in monitoring on in logging in/out, and on classes handled by DPSS faculty".	Dr. Al Franjon Villaroya DPC Members	July-December 2024	✓	✓		
PI 4. Number of hours spent on coaching	Spends 1 hour per month or 5 hours per year in coaching (by individual/group)	Dr. Al Franjon M. Villaroya	July-December 2024	✓	✓		
	Conducts regular meeting with DLABS staff/faculty at least six (6) times a year	Dr. Al Franjon M. Villaroya	July-December 2024	✓	✓		
PI 5. Number of hours spent on performance tracking	Assigns the faculty members faculty workload and/or work assignments	Dr. Al Franjon M. Villaroya	August 2024	✓			
PI 7. Number of documents attended and served	Signs and approves request letter, grade sheets, syllabi, and other pertinent documents	Dr. Al Franjon M. Villaroya	July-December 2024	✓	✓		
PI 8. Zero percent complaint from client served	Zero complaints from clients served	All Faculty and Staff	July-December 2024	✓	✓		no valid complaints
PI 9. Number of applicants screened and recommended	Screens and recommends applicants for 2 <sup>nd</sup> sem 24-25	Head & Department Personnel Committee	December 2024		✓		
<b>P9 Additional Outputs</b>							
Number of documents prepared and submitted on time	Preparation and submission of office requests and recommendations, faculty workload reports, Daily Time Record (DTR), leave	Administrative Staff	July-December 2024	✓	✓		Actual accomplishments meets targets

	application, cash advance and reimbursement, procurement, contracts, appointments, payroll, class roster, grade sheet, and other documents.						
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Prepared by:

  
**AL FRANJON M. VILLAROYA**  
Department Head



## Exhibit I

## PERFORMANCE MONITORING FORM

Name of Employee: MAX TEODY T. QUIMILAT

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 six (7) courses (Understanding the Self and Readings in Philippine History)	Submits midterm and final grade sheets per course, and achieve an outstanding result in students' performance evaluation	June 2024	December 2024	December 2024	Impressive	Outstanding	
2	Class preparations	Will prepare quizzes, exams, and supplementary materials	June 2024	December 2024	December 2024	Impressive	Outstanding	
3	Submission of midterm grades and final grades	Grades will be submitted to the university registrar	June 2024	December 2024	December 2024	Impressive	Outstanding	
4	Submit proposal for research	Full-blown proposal submitted to OVPREI	June 2024	December 2024	December 2024	Impressive	Outstanding	
5	Submit proposal for extension project	Full-blown proposal submitted to OVPREI	June 2024	December 2024	December 2024	Impressive	Outstanding	
6	Present research papers in National or international Conference	Certificate of paper presentation	June 2024	December 2024	December 2024	Impressive	Outstanding	

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

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

Prepared by:



**AL FRANJON M. VILLARoya**  
Department Head

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Max Teody T. Quimilat

Performance Rating:

Aim:

To continue to be productive in all mandated functions of a faculty member

Proposed Interventions to Improve Performance and Competence and Qualification to assume higher responsibilities:

Date: June 2024

Target Date: December 2024

Step:

- a) Encouraged him to submit research and extension proposals and
- b) Encouraged him to present papers at national and international conferences.
- c) Encouraged him to become a thesis adviser to undergraduate students.
- d) Encouraged him to develop Learning guides/materials and textbooks, especially in Gen. Ed. Subjects related to Anthropology.
- e) Encouraged him to establish linkages with other institutions and organizations.

Result:

Prepared by:

  
AL FRANJON M. VILLAROYA  
Department Head

Conforme:

  
MAX TEODY T. QUIMILAT  
Employee [Faculty]



**TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING**

**Second Semester AY 2023-2024**

**Name of faculty:** QUIMILAT, MAX TEODY T.

**Department:** Dept. of Philosophy and Social Sciences

**College:** College of Arts and Sciences

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Numerical	Adjectival	
Phlo 11	ETHICS	LEC	5.00	Outstanding	100.0%
ScSc 13n	THE CONTEMPORARY WORLD	LEC	5.00	Outstanding	100.0%
Phlo 11	ETHICS	LEC	5.00	Outstanding	100.0%
Phlo 11	ETHICS	LEC	5.00	Outstanding	100.0%
Phlo 11	ETHICS	LEC	5.00	Outstanding	100.0%
ScSc 13n	THE CONTEMPORARY WORLD	LEC	4.00	Very Satisfactory	80.0%
Phlo 11	ETHICS	LEC	5.00	Outstanding	100.0%
Average Rating			4.86	Outstanding	97.14%

**Source:** *Results of Teaching Performance Evaluation by Students filed at IEO*

**Legend:**

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory (S)

3.50 – 4.49 Very Satisfactory (VS)

4.50 – 5.00 Outstanding (O)

Prepared by:

VANESSA W. NAZAL

TPES in-Charge

Date: 11-06-2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: 11-11-2024

Received by:

QUIMILAT, MAX TEODY T.

Name and Signature of Faculty

Date: \_\_\_\_\_

*Distribution of copies: IEO, College, Department, Faculty (all in original signature)*

