

**Exhibit K****SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **Dr. Deejay Maranguit-Lumanao, Assoc Prof II**Period: **January to June 2023**

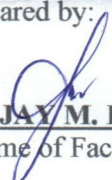
Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)	20%	4.72	0.944
b. Students	20%	4.50	0.90
Total for Instruction	40%		1.844
2. Research			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)	20%	4.89	0.978
Total for Research	20%		
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)	15%	4.75	0.7125
Total for Extension	15%		
4. Administration	25%	5.00	1.250
5. Production			
<b>TOTAL</b>	<b>100%</b>		<b>4.88</b>

EQUIVALENT NUMERICAL RATING: **4.78**

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.78**ADJECTIVAL RATING: **OUTSTANDING**

Prepared by:

  
**DEEJAY M. LUMANAO**  
Name of Faculty


Reviewed by:

  
**SUZETTE B. LINA**  
Department Head

Recommending Approval:

  
**VICTOR B. ASIO**  
Dean, CAFS

Approved:

  
**BEATRIZ S. BELONIAS**  
VP for Instruction



"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, DEEJAY M. LUMANAO, a faculty member of the DEPARTMENT OF SOIL SCIENCE 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-DECEMBER, 2023 (Accomplishment).

DEEJAY M. LUMANAO

Assoc Prof II

Date: 30 January 2024

Approved:

SUZETTE B. LINA

Department Head

Date: 1/30/24

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	0	11.33	5	5	4.5	4.83	SOIL 213 (lec & lab) with 2 students; SOIL 300 with 2 students
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	2	3	5	5	4.5	4.83	Jayca Jaca; Fernando Cartas; Andrea Lungay
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	4	5	5	5	5.00	Jayca Jaca; Fernando Cartas; Batac Rutchel; Andrea Lungay
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	3	5	5	4.5	4.83	Bismark; Veril; Lady Lyn Candela



		<b>A4 . Number of students entertained for consultation purposes</b>	Entertains students seeking consultation with faculty	2	10	5	5	5	5.00	1st yr. MS Soil Science; 2nd yr. MS Soil Science
	<b>PI 9:</b> Number of instructional materials developed *	<b>A5 . Number of on-line ready coursewares developed and submitted for review</b>	Converts the existing instructional materials into flexible learning systems	1	2	5	5	4.5	4.83	Soil213 - Advanced Soil Microbiology Lecture Guide and SOIL213 Laboratory Guide
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	2	5	5	4.5	4.83	Soil213 - Advanced Soil Microbiology (module and laboratory guide)
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	10	5	5	5	5.00	Soil213 powerpoint presentations; uploaded videos; journal articles
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	8	5	5	5	5.00	Midterm & Final Written exams; Final Oral exam; quizzes
		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	0	0					
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	1	5	5	5	5.00	Soil213 at VSUEE/Moodle
	<b>PI 10 . Additional outputs:</b>	<b>A 8. Other outputs implementing the new normal due to covid 19</b>	Designs experiential learning activities and other outputs to implement new normal	0						
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>										
<b>OVPI UMFO 3. Higher Education Management Services</b>										
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9. Actual Faculty's FTE</b>	Handles and teaches courses assigned	1	10.75	5	5	5	5.0	Soil110 (lec) = 60 students; Soil113 (lec/lab) = 19 students
		<b>A10. Number of grade sheets submitted within prescribed period</b>	Prepares gradesheet and submits on or before deadline	2	2	5	5	4	4.67	Soil 110; Soil 113



	<b>A11.</b> 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	0	5	5	5	5	5.00	SS22 INC form with completion grade of five students
	<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	0	5	5	5	5	5.00	
	<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	1	8	5	5	4.5	4.83	Long Exams, Midterm and Final Exams of Soil 110 and Soil 113
	<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	4	15	5	5	4.5	4.83	Quizzes of Soil 110 (lec), Soil 113 (lec&lab)
	<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	5	70	5	5	4	4.67	Lab reports of Soil 113 - 19 students; Term paper of Soil 113 - 10 groups
<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic adviser to students	1	10	5	5	5	5.00	
	<b>A17.</b> Number of students advised on thesis/ field practice/special problem:								
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	2	2	5	5	5	5.00	Krishmar Centino; Arriane Niegas;
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript	3	6	5	5	4	4.67	Cyra Negad; Hazel Pacayo; Theresa Laya, Maisa Bunghanoy; Gio; Aimee;
	<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	5	10	5	5	5	5.00	
<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USOO	0						
	<b>A20.</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student	0	0					
<b>PI 10:</b> Number of instructional materials developed *	<b>A21:</b> Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	1	1	5	5	5	5.00	SS 113 - Soil Microbiology



		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	2	5	5	4.5	4.83	SS 113 - Soil Microbiology module and laboratory guide; EM112n Module
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	20	5	5	5	5.00	Lecture powerpoint presentations for SS110; SS113; video clips about soil fertility; research articles as reading assignments
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	25	5	5	5	5.00	Exams and quizzes for Soil 110, Soil 113; Fertilizer problem set for SS24; etc.
		<b>A 23 :</b> 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	0	0					
		<b>A 24 :</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	2	5	5	5	5.00	Moodle classroom (VSUEE) Soil 113; Soil 110
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> 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	0	1	4.5	5	4.5	4.67	AACCUP; COPC for MAgDev; ISO
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	0	0					
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	0	0					
<b>SUBTOTAL (Instruction)</b>									<b>132.32</b>	
<b>Average</b>									<b>4.90</b>	
<b>TPES Rating</b>									<b>4.50</b>	
<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>A27.</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	0	2	5	5	5	5.00	Internationalization Project; PCARRD Project - Coconut project







	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> 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	0	1	5	4.5	5	4.83	Contacted one Agricultural Technician in Baybay for possible linkage/partnership for DSS extension project
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	0	0					
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implements duly approved extension projects	1	1	5	4.5	4.5	4.67	GAA 2020 (DSS-Extension Project) entitled: "Enhancing Farmer's Farm Productivity and Capacity on Soil Health Management for Sustainable Crop Production and Environmental Protection in Changing Climate"
	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> 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	0	0					
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	Research Mentoring	Research Mentor		0						
	Peer reviewers/Panelists	Peer reviewers/Panelists		0						
	Resource Persons	Resource Persons		0	1	5	5	5	5.00	Resource person during the training on INM
	Convenor/Organizer	Convenor/Organizer		0						
	Consultancy	Consultant		0						
	Evaluator	Evaluator		0						
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	0						



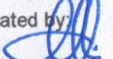
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extrn. conducted by faculty or student & faculty) *		0						
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	0						
SUBTOTAL (Extension)									14.50	
Average									4.83	
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>										
	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	zero non-conformity	zero non-conformity	5	5	5	5.00	
		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	100% compliant	100% compliant	5	5	5	5.00	
		On program accreditations								
		On institutional accreditations								
<b>UMFO 6. General Admin. &amp; Support Services (GASS)</b>										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint	Zero % complaint	5	5	5	5.00	
	PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *	Initiates/introduces improvements in performing functions resulting to best practice (Conducted meeting with the Dept heads offering MAgDev)	1	1	5	5	5	5.00	Conducted strategic planning with the Department Heads of the Dept offering MAgDev and other VSU key officials




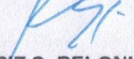
		A 48. Other outputs implementing the new normal due to covid 19	Prepared documents and presentation for the COPC evaluation of MAgDev program	0	1	5	5	5	5.00	Prepared documents and presentation for the COPC evaluation of MAgDev program
SUBTOTAL (Administration)									25.00	
Average									5.00	
Total Over-all Rating										
Average Rating										
Adjectival Rating										
						186.48				
						4.83245679				
						Outstanding				

Average Rating (Total Over-all Rating Divided by 4)		4.83
Additional Points:		
Punctuality	xx	
Approved Additional Points (with copy of approval)	xx	
FINAL RATING		4.83
ADJECTIVAL RATING		OUTSTANDING

Comments and Recommendations for Development Purpose:  
Maintain your outstanding performance rating in teaching, continue doing research and extension activities and publish article

Evaluated & Rated by:   
SUZETTE B. LINA  
Department Head  
Date: 1/30/24

Recommending Approval:   
VICTOR B. ASIO  
Dean, CAFS  
Date: 1/30/24

Approved by:   
BEATRIZ S. BELONIAS  
Vice President for Instruction  
Date: 2/1/24



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **DEEJAY MARANGUIT-LUMANAO**

Performance Rating: **OUTSTANDING**

Aim: To sustain the outstanding rating

Proposed Interventions to Sustain/Improve Performance:

Full support from the Department of Soil Science, the College of Agriculture and Food Sciences, and from the University in terms of financial support for all proposals to be submitted to produce outputs for instruction (ex. Budget for teaching guide preparation), research (ex. Approval and release of budget for research proposal submitted), extension (ex. Time and budget to do the extension activities) and production.

Date: January 2024

Target Date: June 2024

First Step:

Continue revising instructional materials to online-ready courseware whenever necessary  
Attend and participate in local, national, and international scientific fora and training-  
workshops online.

Submission of instruction, research and extension proposals for funding.

Submit an article to ISI journals.

Review manuscript submitted in the journal as peer-reviewer.

Result:

Has revised the instructional materials to online-ready courseware based on the learning  
guide format of the University.

Prepared research proposal for VSU funding

Attended scientific for a/seminars/training-workshop

Reviewed articles in reputable scientific journal

Date: July 2024

Target Date: December 2024

Next Step:

Continue writing another research article for publication in ISI/Scopus Index journal.

Write a research proposal for funding. Prepare virtual classroom, update syllabi and  
learning guides for 2<sup>nd</sup> semester classes

Outcome: Submission of research article for publication in the ISI/Scopus journal.

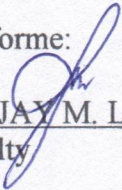
Submission of research proposal for funding.




Final Step/Recommendation:

If research paper is accepted for publication and will be published, it will be used as a reference for graduate and undergraduate students. And if the research proposal will be submitted and will be funded, new graduates will be hired as a research assistant, and data generated will be published.

Conforme:

  
DEEJAY M. LUMANAO

Faculty

 Prepared by:

SUZETTE B. LINA

Head, DSS