

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: JUSTINO M. QUIMIO

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating Rating x % (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		$4.42 \times 50\% = 2.21$	
b. Students (50%)		$5 \times 50\% = 2.5$	
Total for Instruction	70%	4.71	3.30
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	10%	5	0.5
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	10%	4	0.4
4. Administration	10%	4	0.4
5. Production			
TOTAL			4.6

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:


TOTAL NUMERICAL RATING:

4.6
0
4.6


ADJECTIVAL RATING:

OUTSTANDING


Prepared by:


JUSTINO M. QUIMIO *g/hw*
Name of Faculty

Reviewed by:


DENNIS P. PEQUE *g/hw*
Department Head

Recommending Approval:


DENNIS P. PEQUE *g/hw*
Dean


Approved:

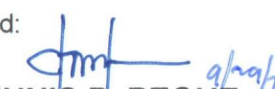

BEATRIZ S. BELONIAS
Vice President


"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, JUSTINO M. QUIMIO, a faculty member of the DEPARTMENT OF FOREST SCIENCE commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January to June, 2020


JUSTINO M. QUIMIO
 Ratee
 Date:

Approved: 
DENNIS P. PEQUE
 Department Head
 Date:


DENNIS P. PEQUE
 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		2.33	4	4	4	4	Fory 299
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	5	3 (60%)	4	4	4	4	Sabejon, Soria, Suyom
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	6	6 (100%)	5	5	5	5	Sabejon, Soria, Suyom, Elbiña, Albarico, Espejon

		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		<u>A4</u> . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	6	6 (100%)	4	4	4	4	Sabejon, Soria, Suyom, Elbifia, Albarico, Espejon
	PI 9: Number of instructional materials developed *	<u>A5</u> . Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems	2	3 (150%)	5	5	5	5	For 1st sem SY 2020-2021, Fory 205 and Fory 211
		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:	<u>A 8. Other outputs implementing the new normal due to covid 19</u>	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	3	14.1 (470%)	5	5	5	5	Wtec 122 lec & lab, Wtec 149 lec & lab, wtec 144 lec & lab
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	6 (200%)	5	5	5	5	Wtec 122 lec & lab, Wtec 149 lec & lab, wtec 144 lec & lab
		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	1	1 (100%)	4	4	4	4	Ruales
		A12. Number of trainings attended related to instruction	Attend mandated trainings							
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	9	12 (133.33%)	5	5	5	5	Wtec 122 lec & lab, Wtec 149 lec & lab, wtec 144 lec & lab
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	12	12 (100%)	5	5	5	5	Wtec 122 lec & lab, Wtec 149 lec & lab, wtec 144 lec & lab
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	14	15 (107.14%)	5	5	5	5	Wtec 122 lec & lab, Wtec 149 lec & lab, wtec 144 lec & lab
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	8	8 (100%)	4	4	4	4	Oronea, Papellero, Mendez, Paton-og, Plazo, Pirante, Moreno, Rocha
		A17. Number of students advised on thesis/ field practice/special problem:								

		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript							
		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript							
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	12	8 (66.66%)	4	4	4	4	Oronea, Papellero, Mendez, Paton-og, Plazo, Pirante, Moreno, Rocha
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO	1	0					
		A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student							
	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	1	1 (100%)	4	4	4	4	Wtec 145
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	3	2 (66.67%)	4	4	4	4	Wtec 145, Fory 137
		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	3	4 (133.33%)	4	4	4	4	Wtec 145, Fory 137
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	4	8 (200%)	5	5	5	5	Wtec 145, Fory 137

		A 23 : Number of on-line course were reviewed by TRP & edited by MMDC editor	Submits the course were duly reviewed by TRP for editing by MMDC editor							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	2 (200%)	4	4	4	4	Wtec 145, Fory 137
	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							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	2	2 (100%)	4	4	4	4	Wtec 145, Fory 137
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	1	1 (100%)	5	5	5	5	Syntaxonomic classification of plant communities as ecological indicators in grassland areas of the Philippines

		<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 scientific fora/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 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								
		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	Implementes 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 relevance	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	1	1 (100%)	4	4	4	4	
	<i>Research Mentoring</i>	<i>Research Mentor</i>								
	<i>Peer reviewers/Panelists</i>	<i>Peer reviewers/Panelists</i>								
	<i>Resource Persons</i>	<i>Resource Persons</i>								

	Convenor/Organizer	Convenor/Organizer	Provide technical support to Partner peoples organizations in Regions 6, 7 8							
	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 (extn. 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										
	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					
		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	1	100% compliant					

		On program accreditations							
		On institutional accreditations							
UMFO 6. General Admin. & Support Services									
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint				
	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						
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal						
Total Over-all Rating		93							
Average Rating		4.23							
Adjectival Rating		Very Satisfactory							
<div style="border: 1px solid black; padding: 5px;"> Comments & Recommendations for Development Purposes: As a Professor, write and submit research proposals. </div>									

Evaluated & Rated by:

Dennis P. Peque 9/24/20

Department Head

Date:

Recommending Approval

Dennis P. Peque 9/24/20

Dean, CFES

Date:

Approved by:

Beatriz S. Belonias 9/24/20

Vice President for Instruction

Date:

PERFORMANCE MONITORING FORM


Name of Employee: JUSTINO M. QUIMIO

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	Teaches assigned subjects and performs other teaching related functions such as; prepares and revises teaching materials, prepares and gives examinations, checks test papers and returns to students one week after, submits grades sheets within prescribed period, makes himself available for students consultations during consultation hours, revises course syllabus, and approves manuscripts.	Very Impressive	January 1,2020	June 30, 2020	June 30, 2020	Very Impressive	Outstanding	Submits grades on time. Ensure to use updated ISO registered forms all the time.
2	Supervises graduate thesis and revises articles.	Very Impressive	January 1,2020	June 30, 2020	June 30, 2020	Very Impressive	Outstanding	
3	Attends meetings and workshops as per instructed by immediate Head.	Very Impressive	January 1,2020	June 30, 2020	June 30, 2020	Impressive	Very Satisfactory	Ensure to keep posted to the memos being shared.
4	Performs other functions such as; member of VSU Academic Council, advses Gamma Sigma Fraternity and etc.	Very Impressive	January 1,2020	June 30, 2020	June 30, 2020	Impressive	Very Satisfactory	

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

**Outstanding, very satisfactory, unsatisfactory, poor

Prepared by:


DENNIS P. PEQUE 9/24/20
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee : Dr. Justino M. Quimio
Performance Rating : 4.60 (Outstanding) January – June 2020

Aim: To handle more graduate courses during weekends

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

Date: January 2020

Target Date: March 2020

First Step:

Required Dr. Quimio to handle core course and other graduate courses in MS Forestry during weekends to cater the needs of the students

Result:

Actively handles the graduate courses assigned to him during weekends

Date: April 2020

Target Date: June 2020

Next Step:

Involve in the development of graduate program in the Department of Forestry.


Outcome:

Dr. Quimio has expressed interest to help in the proposal to offer Doctoral program in Forestry

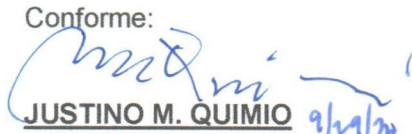
Final Step/Recommendation:

Dr. Quimio may lead in the development of the proposal on Doctoral program of the Department. He may also develop Instructional Materials for the graduate programs.

Prepared by:


DENNIS P. PEQUE
Unit Head

Conforme:


JUSTINO M. QUIMIO
Ratee