

## Summary of Individual Ratings of Faculty Members with Multiple Functions

Name of Faculty Member **JIMMY O. POGOSA**

PROGRAM INVOLVEMENT (1)	PERCENTAGE WEIGHT OF INVOLVEMENT (2)	NUMERICAL RATING (RATING x %) (3)	EQUIVALENT NUMERICAL RATING (2 x 3)
1. Instruction			
a. Head/Dean (50%)	25	4.92	1.230
b. Students (50%)	25	4.33	1.083
TOTAL			
2. Research	20	5.00	1.000
3. Extension	20	5.00	1.000
4. Administration	10	5.00	0.650
5. Production			
TOTAL			4.813

ADJECTIVAL RATING : Outstanding

**BEATRIZ S. BELONIAS**  
Vice-President for Instruction

Vice-President for Instruction  
BEATRIZ VASQUEZ

Approved

Dean, CEBS  
DENNIS P. PROUD

Recommendation Approved

Department Head  
MARLENE M. RANNEY

Name of Staff  
JENNY PROUD

Reviewed by

Reviewed by

FINAL NUMERICAL RATING

4.81

TOTAL NUMERICAL RATING

4.81

Add. Additional Points if any

EQUIVALENT NUMERICAL RATING

4.81

PROGRAM INVOLVEMENT (4)	PERCENTAGE WEIGHT OF INVOLVEMENT (5)	NUMERICAL RATING (RATING x 5) (6)	EQUIVALENT NUMERICAL RATING (5 x 8) (7)
1. Instruction			
a. Head/Demon (50%)	25	4.81	4.81
b. Students (50%)	25	4.81	4.81
TOTAL			
2. Research	25	5.00	4.80
3. Extension	10	5.00	4.80
4. Administration	40	5.00	4.80
5. Production			
TOTAL			4.81

Name of Faculty Member: JENNY PROUD

MANAGEMENT (TEAM)

INSTITUTE OF TROPICAL ECOLOGY AND ENVIRONMENTAL

Name of Office

# Summary of Individual Ratings of Faculty Members with Multiple Functions

2010-2011

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, JIMMY O. POGOSA, of the INSTITUTE OF TROPICAL ECOLOGY & ENVIRONMENTAL MANAGEMENT (ITEEM) 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 to DECEMBER, 2018.

JIMMY O. POGOSA  
RATEE

Approved:

MARLITO M. BANDE  
UNIT HEAD

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
UMFO 1	ADVANCED EDUCATION SERVICES								
ITEEM MFO 1	Graduate Degree Program								
PI 2	Total FTE monitored	Teaches the following courses, SY 2018-2019 (1st sem): TREC 209 (lec and lab); TREC 299 (lec) and SOIL 217 (lec and lab)	2	8.58	5	5	5	5	Number of students and contact hour per week: TREC 209 (17 students/5 hrs); TREC 299 (3 students /1 hr) and SOIL 217 (3 students/5 hrs)
PI 6	Number of instructional materials developed	Revised existing course syllabi	1	3.00	5	5	5	5	TREC 209 (lec and lab); TREC 299 (lec) and SOIL 217 (lec and lab)
ITEEM MFO 2	Graduate Students GAC								
PI 4	Number of graduate students advised (adviser/GAC member)	Served as thesis SRC/member of graduate students	1	1	4	4	4	4	K. J. Longatang
UMFO 2	HIGHER EDUCATION SERVICES								
ITEEM MFO 1	Curriculum Program								
PI 1	Total FTE monitored	Teaches the following courses, SY 2018-19 (1st Semester): ENVI 121 (Lec and Lab), ENVI 129 (Lec and Lab), AGSCI 18 (2 sections Lec)	9	29.35	5	5	5	5	Number of students and contact hour per week: ENVI 121 (52 students/5 hrs), ENVI 129 (16 students/5 hrs) AGSCI 18 (149 students/2 hrs)
PI 8	Number of students advised (thesis adviser/SRC Chairman or member)	Served as thesis adviser and SRC/member of undergraduate students	2	8	5	5	5	5	Adviser: M. Desamparado, D. Dupal, G. Gardon, M.F. Mabansag, SRC/Member: K. Tenio, K. Florentino, G. Pepito, A. Torregosa)



MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
PI 10	Number of instructional materials developed	Revised existing course syllabi	1	3	5	5	5	5	Envi 121 (Lec & Lab); Envi 129 (Lec & Lab); AgSci 18 (Lec)
<b>UMFO 3</b>	<b>RESEARCH SERVICES</b>								
PI 1	Number of published papers in internationally indexed (CHED accredited) journals	Corresponding author	1	1	5	5	5	5	Productivity and Sustainability of Coconut Production and Husk Utilization in the Philippines: Coconut Husk Availability and Utilization
PI 2	Number of research outputs presented in local/regional/national /international fora/ conferences	Oral presenter	1	2	5	5	5	5	<b>RDE Level 2:</b> (1) Species Combination-Site Condition Matching of Early Successional Species; (2) Effects of Nutrient Management on the Survival and Growth Performance of Mycorrhizal-Infected Dipterocarp Seedlings Planted in Marginal Uplands in Inopacan, Leyte
PI 3	Number of research project/study conducted	Study leader	-	2	5	5	5	5	(1) Inopacan, Study 1: Species Combination-Site Condition Matching of Early Successional Species; (2) Pinoy Tannin
PI 6	Number of studies presented	Oral presenter	1	2	5	5	5	5	<b>RDE Level 2:</b> (1) Species Combination-Site Condition Matching of Early Successional Species; (2) Effects of Nutrient Management on the Survival and Growth Performance of Mycorrhizal-Infected Dipterocarp Seedlings Planted in Marginal Uplands in Inopacan, Leyte
PI 9	Additional outputs:								
PI 9.1	Number of exchange scholars/researchers/visiting professors assisted	Focal person	-	1	5	5	5	5	Melanie Feurer (Pinoy Tannin Project, Bern University): <i>researcher</i>
PI 9.2	Number of research articles submitted for publications	Corresponding author	-	1	5	5	5	5	International Journal of Environment and Rural Development
<b>UMFO 4</b>	<b>EXTENSION SERVICES</b>								
PI 1	Number of person-days trained weighted by length of training	Resource person/coordinator/facilitator	75	218	5	5	5	5	RF Training (Naval, Baybay, Guiuan-E. Samar, Villaba); Training on Biodiversity Assessment (VSU, Biliran, Inopacan, Hindang); Farm Planning in Cabucgayan, Biliran (DSWD-KALAHI CIDSS)
PI 2	Number of trainings conducted	Resource person/coordinator/facilitator	-	6	5	5	5	5	RF Training (Naval, Baybay, Guiuan-E. Samar, Villaba); Training on Biodiversity Assessment (VSU); Farm Planning in Cabucgayan, Biliran (DSWD-KALAHI CIDSS)
PI 4	Number of beneficiaries/clients served	Technical person/facilitator	50	133	5	5	5	5	
PI 5	Number of technical/expert services	Technical expert	1	23	5	5	5	5	<b>RF Farm Mapping:</b> Kambonggan, Baybay (1), Cabucgayan, Biliran (19); <b>RISE:</b> Naval (2) and Hindang (1)

[illegible]

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
PI 6	Number of extension projects/components conducted	Component leader	1	6	5	5	5	5	Natural Resource Management-Based Extension Program (1); Training on Climate Change and Disaster Risk Reduction Management in 5 Municipalities of Leyte (Javier, Abuyog, Sta. Fe, Alangalang and San Miguel) under the Yolanda Rehabilitation and Recovery Program (5)
PI 11	Additional outputs:								
PI 11.7	Number of in-house seminars/ trainings/workshops/ reviews conducted/attended	Participant/facilitator	1	3	5	5	5	5	YRRP Orientation Seminar, RDE In-house review, AAACU
<b>UMFO 5</b>	<b>SUPPORT TO OPERATIONS (STO)</b>								
<b>ITEEM MFO 1</b>	<b>Faculty Development Services</b>								
PI 2	Number of seminars/trainings/ conventions/workshops coordinated for entire university	Facilitator	1	3	5	5	5	5	Abaca Summit, YRRP Seminar, AAACU
PI 3	Number of seminars/trainings/ conventions/workshops coordinated outside the university	Resource person/coordinator/facilitator	1	5	5	5	5	5	RF Training (Naval, Baybay, Guiuan-E. Samar, Villaba); Farm Planning in Cabucgay, Biliran (DSWD-KALAHI CIDSS)
PI 4	Additional outputs:								
PI 4.1	Number of faculty/staff/awards/honors received related to operational support	Awardee	-	2	5	5	5	5	Lingkod Bayan Award (National and Regional Awards)
PI 4.2	Number of activities organized/attended/assisted/participated/facilitated	Facilitator/participant	-	4	5	5	5	5	AAACU, Training on Biodiversity Assessment, AACUP, RQAT
<b>ITEEM MFO 3</b>	<b>Faculty Evaluation Services</b>								
PI 1	Individual Faculty Students Evaluation	Instructor	VS	VS	4	4	4	4	Teaching Performance Evaluation by Students Rating: ENVI 121 (lec and lab) – Very Satisfactory; ENVI 129 (lec and lab) – Very Satisfactory; AgSci 18 (lec) – Very Satisfactory; TREC 209 – Outstanding 1st Sem. SY 2018-2019
<b>UMFO 5</b>	<b>GENERAL ADMINISTRATION AND SUPPORT</b>								
PI 2	Number of faculty/staff supervised and monitored (including project based staff)	Head TED/Supervisor	4	18	5	5	5	5	F. Almeroda, V. Bagarinao, R. Dolomen Sr., F. Tabaranza, B. Tabaranza, E. Gopio, M. Bancala, R. Dolomen, J. Bagarinao, J. Romero, J. Romero, L. Gofredo, A. Gofredo, P. Calatraba, M. Calatraba, J. Apas, C. Escabarte, R. Calatraba
PI 3	Number of management meetings conducted/attended	Presided and attended	6	16	5	5	5	5	Regular ITEEM monthly meeting and project consultative staff, pre-planning, activity update and report meeting
PI 5	Number of academic lecture/laboratory rooms maintained	Head TED/Supervisor	1	4	5	5	5	5	Knowledge center, nursery facilities:bagging area, screen house (2)
PI 6	Number of equipment maintained	Equipment in-charge	1	3	5	5	5	5	GPS (2); Refrigerator (1)





MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
PI 7	Area of lawn and demonstration farms maintained	Head TED/Supervisor	1	5	5	5	5	5	Nature park, Agro-ecology demo farm, arboretum, RF demo farm, dipterocarp germplasm
PI 8	Number of seedlings raised	Head TED/Supervisor	1000	6000	5	5	5	5	Assorted Forest Trees Seedlings and Critically Endangered Plants
PI 11	Number of office/training facilities/equipment maintained per week	Head TED/Supervisor	2	7	5	5	5	5	Knowledge center, nursery facilities: bagging area, screen house (2); GPS (2); Refrigerator (1)
PI 12	Number of university committees/boards/council chaired & coordinated	Member	1	3	5	5	5	5	AACCUP Task Force Committee; CFES Curriculum Committee: Regional Abaca Summit 2018
TOTAL OVERALL RATING					4.92	4.92	4.92	4.92	

Average Rating (Total Over-all rating divided by 4)		4.92
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.92
ADJECTIVAL RATING		Outstanding

Comments &amp; Recommendations for Development Purpose:

Should undergo PhD study

Evaluated &amp; rated by:

MARLITO M. BANDE  
 DIRECTOR, ITEEM  
 24 January 2019  
 DATE

Recommending Approval:

DENNIS P. PEQUE  
 DEAN, CHES  
 1/27/19  
 DATE

Approved:

BEATRIZ S. DELONIAS  
 VICE-PRESIDENT FOR INSTRUCTION  
 DATE

1 - Quality    2 - Efficiency    3 - Timeliness    4 - Average

1 - Overall      2 - Efficiency      3 - Effectiveness      4 - Availability

DATE

DATE

DIRECTOR (ITEM)

MARTIN W. BARNES

Exempted & listed by:

DATE

DATE

REVIEWER

Recommended for release:

DATE

APPROVED FOR INSPECTION

REVIEWER'S SIGNATURE

Approved:

ADJECTIVE RATING		4.00
FINAT RATING		4.00
Approved Acquisition points (with code) or (abbreviated)		
Procedural		
Acquisition Points		
Value Rating (Total Overall rating divided by 4)		4.00

Comments & Recommendations for the Acquisition Point:

Approved for release by the

TOTAL OVERALL RATING									
Item	Comments	Weight	Rating	Weight	Rating	Weight	Rating	Weight	Rating
bl 11	Number of numerical comments/points/overall rating & comments	1	4	4	4	4	4	4	4
bl 11	Number of numerical comments/points/overall rating & comments	5	4	4	4	4	4	4	4
bl 8	Number of numerical comments/points/overall rating & comments	1000	4	4	4	4	4	4	4
bl 1	Value of numerical comments/points/overall rating & comments	1	4	4	4	4	4	4	4
bl 3	Value of numerical comments/points/overall rating & comments	1	4	4	4	4	4	4	4

EXHIBIT G

Performance Monitoring and Coaching Journal

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

NAME OF OFFICE	Institute of Tropical Ecology & Environmental Management
HEAD OF OFFICE	Dr. Marlito M. Bande
NAME OF FACULTY	JIMMY O. POGOSA


ACTIVITY MONITORING	MECHANISM				REMARKS
	MEETING		MEMO	OTHERS (Please specify)	
	ONE-ON-ONE	GROUP			
MONITORING	Apr. 27, 2018			Notice of meeting	Monitoring on the status of thesis manuscript for the graduating students SY 2017-2018.
	May 4, 2018			Notice of meeting	Scheduling on thesis defense for graduating students.
	Aug. 16, 2018			Notice of meeting	Distribution of student's thesis advisee.
	Oct. 30, 2018			Notice of meeting	Presentation and approval of the thesis outline (SRC members).
	Dec. 7, 2018			Notice of meeting	Monitoring on the updates of the graduating students on data gathering and termination of study.
COACHING	Jul. 12-13, 2018			One-on-one coaching	Coaching on improving effective teaching strategy.
	Nov. 8-9, 2018			One-on-one coaching	Coaching on student research advising.

NOTE: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

  
MARLITO M. BANDE  
Immediate Supervisor

Noted by:

 1/21/19  
DENNIS P. PEQUE  
Next Higher Supervisor



## EXHIBIT L

### Employee Development Plan

NAME OF EMPLOYEE	JIMMY O. POGOSA
PERFORMANCE RATING	OUTSTANDING
AIM	To enhance his teaching strategy and research skills on ecological modelling using geographic information system.

Proposed interventions to improve performance and/or competence and qualification to assume higher responsibilities:

Date: November 2018

Target Date: December 31, 2018

First Step:

One-on-one discussion on how to enhance his competence to assume his responsibility as Instructor.

Result:

The agreement was to send Mr. Pogosa on a PhD in research in Nagoya University, Japan.

Date: January 2019

Target Date: August 2019

Next Step: Application for scholarship to support Mr. Pogosa for PhD study

Outcome: Degree on Agricultural Science major in Ecological Modelling

Final Step/  
Recommendation: Scholarship grant and approval from the scholarship committee to undergo PhD study.

Prepared by:

  
**MARLITO M. BANDE**  
Unit Head

Conformé:

  
**JIMMY O. POGOSA**  
Ratee

Employee Development Plan

NAME OF EMPLOYEE	JIMMY O. BOGOS
PERFORMANCE RATING	OUTSTANDING
AIM	To enhance his teaching strategy and research skills on ecological modelling using geographic information system
Proposed intervention to improve performance and/or competence and qualification to assume higher responsibilities:	
Date: November 2018	Target Date: December 31, 2018
First Step:	(one-on-one discussion on how to enhance his competence to assume his responsibility as instructor)
Result:	The agreement was to send Mr. Bogos on a PhD in research in Nagoya University, Japan
Date: January 2019	Target Date: August 2019
Next Step:	Application for scholarship to support Mr. Bogos for PhD study
Outcome:	Agrees on Agricultural Science major in Ecological Modelling
Final Step:	Scholarship grant and approval from the scholarship committee to undergo PhD study
Recommendation:	
Prepared by:	

MARLENE M. NARDE  
Unit Head

Confirmed:

JIMMY O. BOGOS  
Date: \_\_\_\_\_