

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: EUNICE KENEE L. SERIÑO


Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.92x50%= 2.46	
b. Students (50%)		5.0x50%= 2.50	
Total for Instruction	75%	4.93	3.697
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	25%	5	1.250
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%		4.947

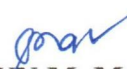
EQUIVALENT NUMERICAL RATING: 4.947
Add: Additional Points, if any: none
TOTAL NUMERICAL RATING: 4.947

ADJECTIVAL RATING: OUTSTANDING

Prepared by:

Reviewed by:



EUNICE KENEE L. SERIÑO
Name of Faculty


ANALYN M. MAZO
Department Head

Recommending Approval:


MA. THERESA P. LORETO
Dean/Director

Approved:


BEATRIZ S. BELONIAS
Vice President

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, EUNICE KENEE L. SERIÑO, a faculty member of the DEPARTMENT OF BIOLOGICAL SCIENCES, commits to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period January to June 2021.

Eunice Kenée L. Seriño
EUNICE KENEE L. SERIÑO
 Asst. Prof. 1
 Date: *30 September 2021*

Approved:
A. Mazo
ANALYN M. MAZO
 Department Head
 Date: *Sept 30, 2021*

mtplneta
MA. THERESA P. LORETO
 College Dean
 Date: *Oct. 4, 2021*

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										
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	8	10.2	5	5	5	5.00	Handled and taught courses assigned:1st Sem 2020-2021 - Ecol 172 lec; Ecol 115 lec & lab; EaSc 106 lec & lab (FTE=7.5); 2nd Sem 2020-2021 - Ecol 152n lec & lab; Ecol 183 lec & lab (FTE=2.7)
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	5	5	5	5	5	5.00	Prepared and submitted gradesheets for final term in Ecol 172, Ecol 115, EaSc 106 (team-teaching); Ecol 183, Ecol 152 (Midterm)
		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	3	5	5	5	5.00	Biol 199 - Babilonia & Regis; Ecol 172 - Leocadio

		A12. Number of trainings attended related to instruction	Attend mandated trainings	2	4	5	5	5	5.00	Attended trainings/webinars on Mandatory Orientation and Re-Orientatation of Academic Advisers, Department Enrollment Focal Persons, and College Hotline Agents; Echo-Webinar on the TIEC-CHED Flexible Learning Foundation Virtual Conference; DBS Syllabus-Making Writeshop; Turnitin Instructor's Workflow Training
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	5	7	5	5	5	5.00	Conducted midterm and/or final exams for Ecol 172, Ecol 115, EaSc 106; Ecol 152n & Ecol 183
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	20	29	5	5	4	4.67	Prepared and checked quizzes/learning tasks/assessments: Ecol 172 (6), Ecol 115 (6), EaSc 106 (11); Ecol 152n (3) & Ecol 183 (3)
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	24	5	5	4	4.67	Prepared and checked laboratory exercises that can be done at home by the students
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	5	8	5	5	5	5.00	Acted as academic adviser to students and facilitated them during enrollment
		A17. Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises and corrects thesis outline	2	3	5	5	5	5.00	Served as adviser and corrected research outline for BSEM (Baltazar) and BSBio (Babilonia & Petilos) students
		As SRC Member	Advises and corrects thesis outline	4	6	5	5	5	5.00	Served as SRC member and corrected research outline for BSBio students - Padilla, Laroa, Gopio, Panoy, Jamin, Abelida

	A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	30	5	5	5	5.00	Entertained students consulting on subject taught and thesis outline
PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USSO	1	1	5	5	5	5.00	Serves as co-adviser for CAS-SSC, a student organization recognized by USSO
	A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	2	5	5	5	5.00	Assisted CAS-SSC in implementing student related activities during the CAS-Month; Participated during the BioWeek Celebration (part of the committee)
PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :								
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	2	5	5	4	4.67	Prepared IMs or learning guides for EaSci 106 (1 LG); ScTS 11 (1 LG)
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10	29	5	5	5	5.00	Prepared PowerPoint presentations, reading assignments, etc. per assigned subject: PowerPoint = Ecol 115 (5); Ecol 152n (5 lec & 5 lab); Ecol 183 (10 lec & 4 lab)
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	48	5	5	5	5.00	Prepared assessment tools per lesson in each module
	A 23 : Number of on-line course ware reviewed by DIMC & edited by MMDC editor	Submits the course ware duly reviewed by DIMC for editing by MMDC editor	2	3	5	5	4	4.67	Submitted ScTS 11 course ware duly reviewed by TRP for editing by MMDC editor; Ecol 115, Ecol 172, EaSc 106 reviewed by DIMC
	A 24 : Number of virtual classroom created and operational	Creates virtual classroom using Moodle	4	5	5	5	5	5.00	Created virtual classroom using Moodle for Ecol 115, Ecol 172; EaSc 106; Ecol 152n; Ecol 183
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							
		Number of seminars/webinars/ workshops/trainings attended	Attends seminars/webinars/ workshops/trainings related to instruction and specialization	15	17	5	5	5	5.00	Attended webinars on Career Guidance Webinar (BioWeek); Webinar on the Coronavirus Vaccine; AMLIG - Biodiversity Conservation in West Visayas Faunal Region; Restoration and Management of Peatlands towards Sustainable Landscapes; Mandatory Orientation and Re-Orientation of Academic Advisers, Department Enrollment Focal Persons, and College Hotline Agents; Echo-Webinar on the TIEC-CHED Flexible Learning Foundation Virtual Conference; DBS Syllabus-Making Writeshop; Joint 32nd Joint ViCARP-RRDEN Regional RDE Symposium; A Focus Group Discussion Web Series on Ecological and Diversity Sampling Sampling Methods; Taxonomy, Ecology and Applied Research on Freshwater Zooplankton in the Philippines; Restore Our Earth: Wetland Restoration thru Circular Economy; Philippine Planktology Lecture Series (2); Beach Forest Nursery Establishment; Biodiversity Without Borders; Turnitin Instructor's Workflow Training; Youth for climate action forum
		Number of OBEdized syllabi developed and/or revised	Develops and/or revises OBE-compliant syllabi for assigned courses	3	5					Developed and/or revised OBE-compliant syllabi for assigned courses: Ecol 172, Ecol 115, EaSc 106 (Approved); Ecol 152n, Ecol 183 (Under Review)

	Number of participated department activities	Serves as resource person, committee member, etc.	2	3						Served as resource person (Career Guidance Webinar) during the Bio Week/CAS Month and as a committee member during the virtual BioWeek celebration; Facilitated the hiring process of new personnel in DBS as a DPC member
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 project within the year	1	2	5	5	5	5.00	Conducted research projects within the year: River Project and BIO-CAMP
	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-referred or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication							*Still in the revision process; not submitted yet
		<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 conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>		2	2	5	5	5	5.00	VSU Waters Project was presented during the ViCARP-RRDEN Symposium and ACES conference (co-author)
	PI 5. Percent of research proposals approved *	A 31. Percentage of 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 faculty or student w/ faculty)									
		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	Implements 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								

	Research Mentoring	Research Mentor								
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer								
	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 (extrn. 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		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								103.67	
	Average Rating								4.94	
	Adjectival Rating								Outstanding	
Comments & Recommendations for Development Purpose: Needs to pursue Ph.D. degree										

Evaluated & Rated by:


ANALYN M. MAZO

Department Head

Date: *Sent 30, 2021*


Recommending Approval


MA. THERESA P. LORETO

Dean, CAS

Date: *Oct .4, 2021*

Approved by:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: *Oct. 18, 2021*

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Eunice Kenée L. Serião

Performance Rating: Outstanding

Aim: Pursue graduate studies

Proposed Interventions to Improve Performance:

Date: June 2021 Target Date: 2022

First Step:

Pursue graduate program based on the FDP

Result:

To pursue Aquatic Ecology

Date: _____ Target Date: September-December _____

Next Step:

Look for possible University

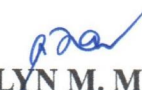
Outcome:

UST is one identified University


Final Step/Recommendation:

Look for scholarship

Prepared by:


ANALYN M. MAZO
Unit Head

Conforme:


EUNICE KENEE L. SERIÃO
Assistant Professor I