

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS (September - December)


Name of the Faculty Member: DANIEL A. CATIBO

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
21. Instruction			
i. Head/Dean (50%)		$5.0 \times 50\% = 2.5$	
j. Students (50%)		$4.43 \times 50\% = 2.215$	
Total for Instruction	55%	4.715	2.59
22. Research			
i. Client/Dir. for Research (50%)			
j. Dept. Head/Center Director (50%)			
Total for Research	20%	5	1.0
23. Extension			
i. Client/Dir. for Extension (50%)			
j. Dept. Head/Center Director (50%)			
Total for Extension	20%	5	1.0
24. Administration	5%	5	0.25
25. Production			
TOTAL			4.52

EQUIVALENT NUMERICAL RATING: 4.84
 Add: Additional Points, if any: 0.0
 TOTAL NUMERICAL RATING: 4.84

ADJECTIVAL RATING: OUTSTANDING


Prepared by:


DANIEL A. CATIBO
 Name of Faculty

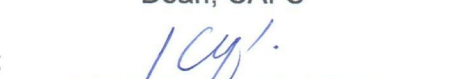
Reviewed by:


LIJERAJ J. CUADRA
 Department Head


Recommending Approval:


VICTOR B. ASIO
 Dean, CAFS

Approved:


BEATRIZ S. BELONIAS
 Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)


DANIEL A. CATIBO
Instructor I
Date: June 21, 2024

LIJUERA J. CUADRA
Department Head
Date: June 21, 2024

VICTOR B. ASIO
College Dean
Date: June 24, 2024

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		As GAC Chairman		Advises and corrects research outline and thesis/SP/dissertation manuscript							
		AS GAC Member		Advises and corrects research outline and thesis/SP/dissertation manuscript	1	1	5	5	4	4.67	Lancer Agravante
		<u>A4</u> : Number of students entertained for consultation purposes		Entertains students seeking consultation with faculty	10	16	5	5	5	5.00	
	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						
		On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	2						
		Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	3						
		Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	3	7	5	5	5	5.00	AGED243, AGED241, AGEX247, AGED245, AgEx131, AgEx153, AgEx199-C
		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 Moodle or Google Classroom	1	4	5	5	5	5.00	AGED243, AGED241, AGEX247, AGED245

	<u>PI 10</u> . Additional outputs:	<u>A 8. Other outputs</u> <u>implementing the new normal</u> <u>due to covid 19</u>		<u>Designs experiential learning</u> <u>activities and other outputs</u> <u>to implement new normal</u>							
UMFO 2. HIGHER EDUCATION SERVICES											
OVPI UMFO 3. Higher Education Management Services											
	<u>PI 5</u> : Total FTE, coordinated, implemented and monitored *	<u>A9</u> . Actual Faculty's FTE		<u>Handles and teaches</u> <u>courses assigned</u>	3	6.2	5	5	5	5.00	AgEx131 = 2x13/20 = 1.3 AgEx131 = 1x13/20 = 0.65 AgEx153 = 2x14/20 = 1.40 AgEx153 = 1x14/20 = 0.70 AgEx159C = 3x13/20 = 1.95 AgEx20n.2 = 2x2/20 = 0.20 Total = 6.2
		<u>A10</u> . Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline	3						
		<u>A11</u> . 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	-						
		<u>A12</u> . Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings							
		<u>A13</u> . Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught	4	4	5	5	4	4.67	AGED243, AGED241, AGEX247, AGED245
		<u>A14</u> . Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	5	7	5	5	5	5.00	Learning Task: AGED243, AGED241, AGEX247, AGED245
		<u>A15</u> . Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required	-						

	PI 8: Number of students advised: *	A16: Number of students advised:		Acts as academic adviser to students	1	1	5	5	5	5.00	Cheska Marie Inot Quinatana
		A17: Number of students advised on thesis/ field practice/special problem:				2					
		As Field Practice Coordinator/ Thesis Adviser	Advising/correction	Advises, and corrects research outline and thesis/SP manuscript	2	2	5	5	5	5.00	Chellie Asuncion, Johanna Brigildo
		As OJT/Thesis Committee Member	Advising/correction	Advises and corrects research outline and thesis/SP manuscript	4	6	5	5	5	5.00	Arnel Casido, Gisselle Dela Cruz, Cherry Galamilon, Rheo Gocela, Madeline Sumabat, May Queen Tan
		A18: Number of students entertained for consultation purposes		Entertains students consulting on subject taught, thesis and grades	6	31	5	5	5	5.00	BSA Students- AGEX MAJOR STUDENTS

PI 9: Number of student organizations advised/assisted *	A19: Number of Student organizations advised		Advises student organizations recognized by USOO	1	31	5	5	5	5.00	BSA Students- AGEX MAJOR STUDENTS
	A20: Number of Student organizations assisted on student related activities		Assists student organizations in implementing student related activities	1	1	5	5	5	5.00	VSU-AGEXSO
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							
	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	2	2	5	5	5	5.00	AgEx131, AgEx153
	Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	7	5	5	5	5.00	AgEx131,AgEx153,AgEx199-C
	A 23 : 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 24 : Number of virtual classroom created and operational		Creates virtual classroom using either Moodle or Google Classroom	-						
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	-	-					

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	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	95%	98%	5	5	5	5.00	
	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 MFC 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	85%	85%	5	5	5	5.00	
		A 45. Compliance to all requirements of the program and institutional accreditations:	Minutes Preparation	Prepares required documents and complies all requirements as prescribed in the accreditation tools							
		On program accreditations	Pilot Plant Manager								

		On institutional accreditations	SSF Rootcrop facility incharge								
UMFO 6. General Admin. & Support Services (GASS)											
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services		Provides customer friendly frontline services to clients	0% complaint	0% 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							
		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				114.33	Comments & Recommendations for Development Purpose: <i>Keep it up!</i>					
	Average Rating				4.23						
	Adjectival Rating				VERY SATISFACTORY						

Evaluated & Rated by:

LIJUELA J. CUADRA

Head, DAEE

Date: *June 21, 2024*

Recommending Approval:

VICTOR B. ASIO

Dean, CAFS

Date: *June 24, 2024*

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: *June 26, 2024*

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Daniel A. Catibo
Performance Rating: Outstanding

Aim: To enhance research performance of Mr. Catibo.

Proposed Interventions to Improve Performance: Attend relevant local or international training.

Date: July 2023 Target Date: Within January-June 2024

First Step: Search the internet for announcements on scientific conferences.

Result: Apply to the scientific conferences.

Date: December 2023 Target Date: Within March-June 2024

Next Step: Mr. Catibo to apply for participation to a local or international training/conference

Outcome: Increased publication and research projects of the department.

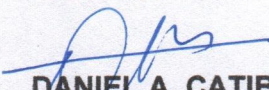
Final Step/Recommendation:

The department strongly recommends him to attend international training/conference.

Prepared by:

LIJUERA J. CUADRA
DAEEx Head

Conforme:


DANIEL A. CATIBO
Name of Ratee Faculty/Staff