

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: **Moises Neil V. Serio**

Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2 x 3)
1. Instruction			
a. Head/Dean (50%)		2.48	
b. Students (50%)		2.50	
TOTAL INSTRUCTION	50%	4.98	2.49
2. Research	20%	5.00	1.00
3. Extension	15%	4.96	0.74
4. Support Operations	5%	5.00	0.25
5. Gen. Admin & Support Services	10%	5.00	0.50
TOTAL			4.98

EQUIVALENT NUMERAL RATINGS:

4.98

Add: Additional Points, if ny:

TOTAL NUMERICAL RATING:

4.98

ADJECTIVAL RATING:

Outstanding

Prepared by:

MOISES NEIL V. SERIO
Name of Faculty

Reviewed by:

MARIA HAZEL I. BELLEZAS
Department Head

Recommending Approval:

MOISES NEIL V. SERIO
Dean, CME

Approved:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

"Exhibit B"

I, **MOISES NEIL V. SERINO**, a faculty member of the DEPARTMENT OF ECONOMICS commit to the deliver and agree to be rated on the attainment of the following nt of the following targets in accordance with the indicated measures for the period January-December 2021.

MOISES NEIL V. SERINO

Associate Professor

Date:

Approved:

MARIA HAZEL I. BELLEZAS

Department Head

Date:

MOISES NEIL V. SERINO

College Dean

Date:

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment (January-June 2021)	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	8	3.34	5	5	4	4.67	
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	1	2	5	5	5	5.00	
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	1	5	5	5	5.00	
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	2	5	5	5	5.00	
		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	2	4	5	5	5	5.00	

	PI 9: Number of instructional materials developed *	A5. Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							
	On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	5	5	5	5.00	
	Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	2	5	5	5	5.00	
	Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	4	2	5	5	4	4.67	
	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	2	5	5	5	5.00	
	PI 10. Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal		1	5	5	5	5.00	
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	2		3.5	3.5	3.5	3.50	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	1	1	5	5	5	5.00	
		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		2	5	5	5	5.00	
		A12. Number of trainings attended related to instruction	Attend mandated trainings	2	3	5	5	5	5.00	

		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught							
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab							
		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required		1	5	5	5	5.00	
	PI 8 : Number of students advised: *	A16 . Number of students advised:	Acts as academic advisor to students	2	2	5	5	5	5.00	
		A17 . Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Member	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	2	3	5	5	5	5.00	
	PI 9 : Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO							
		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	
	PI 10 : Number of instructional materials developed *	A21 : 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	1	1	5	5	5	5.00	

		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	1	5	5	5	5.00	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	1	5	5	4	4.67	
		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	1	1	5	5	5	5.00	
	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							
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	2	2	5	5	5	5.00	
	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						
	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							
		<i>In refereed int'l journals</i>		3	2	5	5	5	5.00	Human Behavior, Development & Society Energy & Environment

		<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 *								
		<i>In int'l fora/conferences</i>	1	1	5	5	5	5.00	PAEDA International Conference	
		<i>In nat'l/regional fora/conferences</i>								
	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								
		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	2	3	5	5	5	5.00	ATR Phil Journal of Science ReSERDS
		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	1	1	5	5	5	5.00	Willingness to get vaccinated
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	1	1	5	5	5	5.00	DOST-PCAARRD
	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	30	90	5	5	5	5.00	
	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	1	1	5	5	4	4.67	

	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	80%	90%	5	5	5	5.00	
	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		1	1	5	5	5	5.00	
	Peer reviewers/Panelists	Peer reviewers/Panelists		2	2	5	5	5	5.00	
	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer		1	1	5	5	5	5.00	PAEDA
	Consultancy	Consultant								
	Evaluator	Evaluator			1	5	5	5	5.00	USTP Conference
	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	1		3.5	3.5	3.5	3.50	
	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		1	5	5	5	5.00	Online training
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 NC	zero NC	5	5	5	5.00	

		A 45. Compliance to all requirements of the program and institutional accreditations:	Provides required documents and complies all requirements as prescribed in the accreditation tools	100% compliant	100	5	5	5	5.00	
		On program accreditations			1	5	5	5	5.00	LAM accreditation
		On institutional accreditations								
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	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							
		A 48. Other outputs implementing the new normal due to covid 19	Execom Meetings	8	6	5	5	5	5.00	
Total Over-all Rating									205.67	
Average Rating									4.78	
Adjectival Rating									O	

Comments & recommendations for Development Purpose.:

Further enhance the involvement of faculty in research and extension as part of your mentoring activity

Evaluated & Rated by:

MARIA HAZEL I. BELLEZAS

Department Head

Date:

Recommending Approval

MOISES NEIL V. SERINO

Dean, CME

Date:

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date:

PERFORMANCE MONITORING FORM

Name of Employee: Moises Neil V. Serino

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, course syllabus, TOS, prepares and gives examinations, checks test papers, submits grades sheets within prescribed period, makes herself available for students consultations during online consultation hours.	Very Satisfactory	Jan. 1, 2021	June 30, 2021	June 30, 2021	Impressive	Outstanding	
2	Prepares instructional modules/e-learning materials for online classes	Outstanding	Jan. 1, 2021	Jan. 1, 2021	June 30, 2021	Very impressive	Outstanding	
3	Attends meetings (online/webinars/google meet) and performs functions as member of different committees of the university, college and of the department	Outstanding	Jan. 1, 2021	June 30, 2021	Jan. 1-June 30, 2021	Very impressive	Outstanding	
4	Spearheads in the implementation of programs/activities of the college	Outstanding	Jan. 1, 2021	June 30, 2021	Jan. 1-June 30, 2021	Very impressive	Outstanding	
5	Performs other functions	Outstanding				Impressive	Outstanding	

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

**Outstanding, very satisfactory, unsatisfactory, poor

Prepared by:


BEATRIZ S. BELONIAS
 Vice President for Academic Affairs

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: MOISES NEIL V. SERINOPerformance Rating: OutstandingAim: Enhance responsiveness of CME faculty in delivery of academic research and extension services amidst disruption

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

Date: January 2021Target Date: June 2021

First Step:

Attend webinars on remote delivery of instruction, research and extension services.
Conduct webinars on developing fundable research and extension proposals.

Result:

Attended several webinars on flexible learning modalities
Implement webinars for CME facultyDate: July 2021Target Date: Dec. 2021

Next Step:

Fine tune the implementation of flexible learning.

Outcome:

Provision of academic/learning continuity amidst pandemic

Final Step/Recommendation:

Conduct monitoring evaluation on flexible learning and document reflections coping mechanisms of faculty and staff to provide inputs in further improving service delivery despite disruptions.

Prepared by:


BEATRIZ S. BELONIAS
VP, Academic Affairs

Conforme


MOISES NEIL V. SERINO
Ratee