

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%)		$4.75 \times .50 = 2.38$	
b. Students (50%)		$4.43 \times .50 = 2.22$	
Total for Instruction	85%	4.60	3.91
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	5%		
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	5%		
4. Administration	5%		
5. Production			
TOTAL			3.91

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:


TOTAL NUMERICAL RATING:

3.91


ADJECTIVAL RATING:

Very Satisfactory


Prepared by:


JUSTINO M. QUIMIO
Name of Faculty
7/5/22


Reviewed by:


ANATOLIO N. POLINAR
Department Head
7/5/22

Recommending Approval:

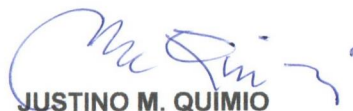

DENNIS P. PEQUE
Dean
7/5/22

Approved:


BEATRIZ S. BELONIAS
Vice President
7/7/22

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 targets in accordance with the indicated measures for the period **January to June 2022**.


JUSTINO M. QUIMIO

Ratee

Date: June 27, 2022

Approved:


ANATOLIO N. POLINAR

Department Head

Date: June 27, 2022


DENNIS P. PEQUE

College Dean

Date: June 30, 2022

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	5	4.5	4.5	4.67	July 2019 July 2020
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	3	4/3 (133%)	5	5	5	5	Sugan, Salacion, Chiu Soria
		A3. Number of students advised on thesis/special problem/dissertation		3	4/3 (133%)	5	5	5	5	Sugan, Salacion, Chiu Soria
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	3	3/3 (100%)	5	5	5	5	
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	10	25/10 (250%)	5	4.5	4.5	4.67	MS Thesis students & online students

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (P	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
	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	2	4/2 (200%)	4.5	4.5	5	4.67	4 modules uploaded in vcu module
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1/1 (100%)	4.5	4.5	4.5	4.5	July 299
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2		5	5	5	5	July 299 Preparing powerpoint
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets,	1	2/1 (200%)	5	5	5	5	Powerpoint and Preparation by students
		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	1/1 (100%)	4.5	4.5	4.5	4.5	
	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							
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	3/3 (100%)	5	5	5	5	Wtec 12, Wtec 139 Wtec 149
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	6	11/6 (183%)	5	5	5	5	Midterm and Final Grades + Completion

48 - 4.80
10

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (P	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
		A11 . 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	0	6	4.5	4.5	4.5	4.5	
		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	12/9 (133%)	5	5	4.5	4.83	4 exams in 3 courses
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	4	6/4 (150%)	4.5	4.5	4.5	4.5	Problem sets and exercises
		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	4	6/4 (150%)	4.5	4.5	5	4.67	Lab reports
	PI 8 : Number of students advised: *	A16 . Number of students advised:	Acts as academic adviser to students	4	4/4 (100%)	4.5	4.5	4.5	4.5	Dronea, Portonog, Jacon & Popillero

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (P	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
		<u>A17</u> . 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							
		<u>A18</u> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	12	20/12 (167%)	5	5	5	5	Online consultations
	<u>PI 9</u> : Number of student organizations advised/ assisted *	<u>A19</u> . Number of Student organizations advised	Advises student organizations recognized by USOO							
		<u>A20</u> . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
	<u>PI 10</u> : Number of instructional materials developed *	<u>A 21</u> : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	2	4/2 (200%)	4.5	4.5	4.5	4.5	4 modules
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	3	3/3 (100%)	4.5	4.5	4.5	4.5	wteck18
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	1/1 (100%)	4.5	4.5	5	4.67	FOR 299
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	6	16/6 (267%)	5	5	5	5	12 long exams, 4 problem sets

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	
		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 Moodle or Google Classroom	4	4/4 (100%)	4.5	4.5	4.5	4.5	4 courses
	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							
	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							
	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							
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>								

4.17

4.71

13

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (P	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
	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 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							

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (P	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
	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							
	<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>								
	<i>Convenor/Organizer</i>	<i>Convenor/Organizer</i>	Provide technical support to Partner peoples organizations in Regions 6, 7 8							
	<i>Consultancy</i>	<i>Consultant</i>								
	<i>Evaluator</i>	<i>Evaluator</i>								
	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										

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (P	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
	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							
		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							

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (KPIs)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
		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							
	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	109.17				Comments and recommendation for development purposes: submit to mmo for editing the online courseware				
	Average Rating	4.75								
	Adjectival Rating	outstanding								

Evaluated & Rated by:

ANATOLIO N. POLINAR

Department Head

Date: 6/29/22

Recommending Approval

DENNIS P. PEQUE

Dean, CFES

Date: 6/30/22

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 7/7/22

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 the prescribed period, makes himself available for students consultations during consultation hours, revises course syllabus, and approves manuscripts.	Very Impressive	January 1, 2022	June 2022	June 30, 2022	Impressive	Very Satisfactory	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, 2022	June 2022	June 30, 2022	Impressive	Very Satisfactory	Shows initiative in guiding students
3	Attends meetings and workshops as	Very Impressive	January 1, 2022	June 2022	June 30, 2022	Impressive	Very Satisfactory	Ensure to keep posted on the memos

	instructed by immediate Head.							being shared.
4	Performs other functions such as being; member of VSU Academic Council, etc.	Very Impressive	January 1, 2022	June 2022	June 30, 2022	Impressive	Very Satisfactory	Able to multitask and maintain productivity

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

**Outstanding, very satisfactory, unsatisfactory, poor

Prepared by:


ANATOLIO N. POLINAR
Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee : Dr. Justino M. Quimio
Performance Rating : 3.91 (Very Satisfactory) January - June 2022

Aim: To handle more graduate courses during weekends

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

Date: January 2022

Target Date: March 2022

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 2022

Target Date: June 2022

Next Step:

Involve Dr. Quimio in the development of the DFS PhD graduate proposal.

Outcome:

Dr. Quimio has expressed interest to help in the formulation of the PhD in Forestry proposal.

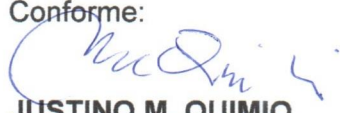
Final Step/Recommendation:

Dr. Quimio may lead in the development of the PhD in Forestry proposal and also developed Instructional Materials for the graduate programs subjects being taught.

Prepared by:


ANATOLIO N. POLINAR
Unit Head

Conforme:


JUSTINO M. QUIMIO
Ratee