

**Exhibit K****SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **CYRILL JOHN P. GODINEZ**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		$4.8 \times 50\% = 2.4$	
b. Students (50%)		$4.5 \times 50\% = 2.25$	
Total for Instruction	60%	4.65	2.79
2. Research			
a. Client/Dir. for Research (50%)		0	
b. Dept. Head/Center Director (50%)		0	
Total for Research	20%	4.8	.96
3. Extension			
a. Client/Dir. for Extension (50%)		0	
b. Dept Head/Center Director (50%)		0	
Total for Extension	10%	4.67	0.46
4. Administration	10%	5	.5
5. Production	0%	0	0
TOTAL	100%		4.71

EQUIVALENT NUMERICAL RATING: 4.71

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.71

ADJECTIVAL RATING:

**Outstanding**

Prepared by:

Reviewed by:

**CYRILL JOHN P. GODINEZ**  
Instructor I**MANUEL D. GACUTAN, Jr.**  
Department Head

Recommending Approval:

**VICTOR B. ASIO**  
Dean/Director

Approved:

**BEATRIZ S. BELONIAS**  
Vice President for Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, CYRILL JOHN P. GODINEZ, a faculty member of the DEPARTMENT OF ANIMAL SCIENCE commits 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, 2023.

Approved:

CYRILL JOHN P. GODINEZ

Instructor I

Date: July 18, 2023

MANUEL D. GACUTAN, JR.

Department Head

Date: July 20, 2023

VICTOR B. ASIO

College Dean

Date: July 21, 2023

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplish-ment	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	A1. Actual Faculty's FTE	Handles subjects/courses assigned	1	0	5	5	5	5	
	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							
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation	1	1	5	5	5	5.00	
		A4. Number of students entertained for consultation	Entertains students seeking consultation with faculty	2	7	5	5	5	5.00	



	<b>PI 9:</b> Number of instructional materials developed *	<b>A5.</b> 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							
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	4	5	4	5	4.67	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	4	5	4	5	4.67	
		<b>A6 :</b> 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							
		<b>A7:</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							
	<b>PI 10.</b> Additional outputs:	<b>A8.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>										
<b>OVPI UMFO 3. Higher Education Management Services</b>										
	<b>PI 5:</b> Total FTE, coordinated, implemented	<b>A9.</b> Actual Faculty's FTE	Handles and teaches courses assigned	30	29.45	5	5	5	5.00	see workload
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	3	5	5	5	5.00	
		<b>A 11.</b> 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							
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	1	1	4	5	5	4.67	

		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	6	5	5	5	5.00	
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	20	5	5	5	5.00	
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	30	30	5	5	5	5.00	
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic adviser to students	10	29	5	5	5	5.00	
		<b>A17.</b> Number of students advised on thesis/ field practice/special problem:								
		As Adviser	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	3	3	5	5	4	4.67	see workload
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	5	7	5	5	5	5.00	see workload
		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	30	5	5	5	5.00	
	<b>PI 9:</b> Number of student organizations advised/assisted*	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USOO							
		<b>A20.</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21 :</b> 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	4	4	4	4.00	



		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	5	5	5	5	4	4.67	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	5	5	5	4	4.67	
		<b>A 23 :</b> 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							
		<b>A 24 :</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	1	4	4	4	4.00	
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> 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	1	1	5	5	4	4.67	
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 3 . RESEARCH SERVICES</b>										
	<b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	<b>A27.</b> 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	0	2					
	<b>PI 2.</b> Number of research outputs completed within the year *	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research oroject within the year							

	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29.</b> 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	1	1	5	4	5	4.67	
		In refereed int'l journals		1	1	5	5	5	5.00	
		In refereed nat'l/regional journals								
	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific for a/conferences	1	1					
		In int'l fora/conferences		0	1	4	5	5	4.67	
		In nat'l/regional fora/conferences								
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	1	1	5	5	5	5.00	See appointment
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)								
		<b>A 33.</b> 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	1	7	5	4	5	4.67	Scientific Reports
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							



		Number of training/seminars attended related to research	Attends seminar/trainings related to research							
		Number of services/technical expertise rendered as panelist for	Evaluate research paper for competition							
<b>UMFO 4. EXTENSION SERVICES</b>										
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> 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							
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implements duly approved extension projects							
	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> 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							
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	Research Mentoring	Research Mentor		1	5	5	4	5	4.67	
	Peer reviewers/ Panelists	Peer reviewers/Panelists		1	7	5	4	5	4.67	
	Resource Persons	Resource Persons		0	2	5	4	5	4.67	
	Convenor/Organizer	Convenor/Organizer								

	Consultancy	Consultant								
	Evaluator	Evaluator								
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extn. conducted by faculty								
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>										
	<b>PI 8.</b> 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*	<b>A 44.</b> 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	5	5	5	5.00	
		<b>A 45.</b> 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	5	5	5	5	
		On program accreditations	AACUP(MAgDev and MS Animal Science)							
		On institutional accreditations								
<b>UMFO 6. General Admin. &amp; Support Services (GASS)</b>										
	<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients							



	<b>PI 3:</b> Additional Outputs	<b>A 47.</b> 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							
		Number of Department/College Based Committee as Chairman/Member	Plans and implements activities expected of the committee assignment	5	8	5	5	5	5.00	
		<b>A 48.</b> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
	<b>Total Overall Rating</b>								153.7	
	<b>Average Rating</b>								4.80	
	<b>Adjectival Rating</b>								<b>Outstanding</b>	

Comments & Recommendations for Development Purpose:  
Dr. Godinez should develop more research and extension proposal.

Evaluated & Rated by:

**MANUEL D. GACUTAN, JR.**

Department Head

Date: July 20, 2023

Recommending Approval:

**VICTOR B. ASIO**

Dean, CAFS

Date: July 21, 2023

Approved by:

**BEATRIZ S. BELONIAS**

Vice President for Academic Affairs

Date: July 21, 2023

Rating Scale: **4.6 -5.0 Outstanding**  
**3.8 - 4.5 Very Satisfactory**

**3.0-3.7 Satisfactory**  
**2.2-2.9 Unsatisfactory**

**2.1 - & below Poor**

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: CYRILL JOHN P. GODINEZ

Performance Rating: OUTSTANDING

Aim: To improve undergraduate teaching effectiveness, develop more research proposals, and be involved with more research and extension work.

### Proposed Interventions to Improve Performance:

Date: January, 2023 Target Date: June, 2023

First Step:

Spearhead the development of research proposals and supervise student thesis and research.

Result:

Guided students in successfully crafting thesis studies and developed research proposal.

Next Step:


Attend more seminar, trainings, and conferences for self-knowledge improvement.

Outcome: Attended training in Bioinformatics practical skills development at Kasetsart University, Thailand and participated in an international conference in Animal Genetics in South Africa.

Final Step/Recommendation:

Constant update of teaching materials for graduate courses and attend seminars, trainings, conferences for self-knowledge improvement.  
Develop more research projects and involved in extension works.

Prepared by:

  
**MANUEL D. GACUTAN, JR.**  
Unit Head

Conforme:

  
**CYRILL JOHN P. GODINEZ**  
Name of Ratee (Faculty/Staff)