

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Rating Period: JANUARY-JUNE 2023

Name of Faculty Member:

AL FRANJON M. VILLAROYA

| Program Involvement (1) | Percentage Weight of Involvement | Numerical Rating (Rating x %) | Equivalent Numerical Rating (2x3) |
|----------------------------------|--|----------------------------------|--|
| (1) | (2) | (3) | (2x3) |
| 1. Instruction | | | |
| a. Head (50%) | | 4.97 x 50% = 2.485 | |
| b. Students (50%) | | 5.00 x 50% = 2.500 | |
| TOTAL for Instruction | 75% | 4.99 | 3.739 |
| 2. Research | 5% | | |
| a. Client/Director for Research | | | |
| b. Dept. Head/Center Director | | 5.00 x 5% = 0.250 | 0.250 |
| TOTAL for Research | | | |
| 3. Extension | 10% | | |
| a. Client/Director for Extension | | | |
| b. Dept. Head/Center Director | | 5.00 x 10% = 0.500 | 0.500 |
| TOTAL for Extension | | | |
| 4. Production | | | |
| 5. Administration/Other Services | 10% | 5.00 x 10% = 0.500 | 0.500 |
| TOTAL | 100% | | 4.989 |

EQUIVALENT NUMERICAL RATING: 4.989

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.989

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

AL FRANJON M. VILLAROYA

Name of Faculty

Reviewed by:

ABSTAIN

Department Head

Recommending Approval:

MA. THERESA P. LORETO

Dean, CAS

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **Al Franjon M. Villaroya**, a faculty member of the **DEPARTMENT OF LIBERAL ARTS AND BEHAVIORAL SCIENCES** 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 JULY-DECEMBER 2023

AL FRANJON M. VILLARAYA

Asst. Prof IV

Date: 1/05/2024

Approved:

MA. THERESA P. LORETO

College Dean

Date: **JAN 19 2024**

| MFO No. | Description of MFO's/PAPs | Success/ Performance Indicators (PI) | Program/ Activities Projects | 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 | N/A | | | | | | | |
| | PI 8: Number of graduate students advised * | A2. Number of students advised | | Acts as academic adviser to graduate students | N/A | | | | | | | |
| | | A3. Number of students advised on thesis/special problem/dissertation | | | | | | | | | | |
| | | As GAC Chairman | | Advises and corrects research outline and thesis/SP/dissertation manuscript | N/A | | | | | | | |
| | | AS GAC Member | | Advises and corrects research outline and thesis/SP/dissertation manuscript | N/A | | | | | | | |
| | | A4. Number of students entertained for consultation purposes | | Entertains students seeking consultation with faculty | N/A | | | | | | | |
| | 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 | N/A | | | | | | | |
| | | On-line ready courseware | | Prepares Instructional module/laboratory guide/workbook or a combination thereof | N/A | | | | | | | |
| | | Supplemental learning resources | | Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught | N/A | | | | | | | |
| | | Assessment tools | | Prepares assessment tools such as long exam, quizzes, problems sets, etc. | N/A | | | | | | | |
| | | 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 | N/A | | | | | | | |

| | | | | | | | | | | | | |
|---|---|---|--------------------|--|------|-------|---|---|---|------|---------------------------------------|--|
| | | A 7 : Number of virtual classroom created and operational | | Creates virtual classroom using either Moddle or Google Classroom | N/A | | | | | | | |
| | 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 | N/A | | | | | | | |
| 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 | 9 | 26.25 | 5 | 5 | 5 | 5.00 | | |
| | | A10. Number of grade sheets submitted within prescribed period | Preparation | Prepares gradesheet and submits on or before deadline | 3 | 4 | 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 | 10 | 10 | 5 | 5 | 5 | 5.00 | | |
| | | A12. Number of trainings attended related to instruction | Trainings attended | Attend mandated trainings | 1 | 1 | 5 | 5 | 4 | 4.67 | Civil Service Training for Management | |
| | | A13. Number of long examinations administered and checked | exam prep | Administers and checks long examination for subjects taught | 5 | 10 | 5 | 5 | 5 | 5.00 | | |
| | | A14. Number of quizzes administered and checked | | Prepares and checks quizzes for lec and lab | 10 | 24 | 5 | 5 | 5 | 5.00 | | |
| | | A15. Number of lab reports and term papers checked and graded | | Checks lab reports and term papers submitted as required | 20 | 32 | 5 | 5 | 5 | 5.00 | | |
| | PI 8: Number of students advised: * | A16. Number of students advised: | | Acts as academic adviser to students | 5 | 8 | 5 | 5 | 5 | 5.00 | | |
| | | A18. Number of students entertained for consultation purposes | | Entertains students consulting on subject taught, thesis and grades | 10 | 25 | 5 | 5 | 5 | 5.00 | | |
| | PI 9: Number of student organizations advised/ | A19. Number of Student organizations advised | | Advises student organizations recognized by USOO | none | | | | | | | |
| | | A20. Number of Student organizations assisted on student related activities | | Assists student organizations in implementing student related activities | none | | | | | | | |
| | 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 | none | | | | | | | |
| | | Supplemental learning resources | | Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught | 5 | 10 | 5 | 5 | 5 | 5.00 | | |
| | | Assessment tools | | Prepares assessment tools such as long exam, quizzes, problems sets, etc. | 5 | 10 | 5 | 5 | 5 | 5.00 | | |
| | | A 24 : Number of virtual classroom created and operational | | Creates virtual classroom using either Moddle or Google Classroom | 5 | 6 | 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 | 1 | 1 | 5 | 5 | 5 | 5.00 | AB Philosophy |
| | | | | | | AVERAGE | | | | 4.97 | |
| UMFO 3 . RESEARCH SERVICES | | | | | | | | | | | |
| | PI 1. Number of research outputs in the last three (3) | A27. Number of research outputs in the last three (3) years utilized by the | | Conducts research for possible utilization by industry or other beneficiaries | none | | | | | | |
| | PI 3. Percentage of research outputs published in internationally-refereed or | A 29. Percentage of research outputs published in internationally-refereed or | | Writes publishable materials out of research outputs and submits for publication | 1 | 1 | 5 | 5 | 5 | 5.00 | On Nation Building: War on Drugs and Radical Democracy |
| | | In refereed int'l journals | | | | | | | | | |
| | | In refereed nat'l/regional journals | | | | | | | | | |
| | PI 4. Number of research outputs presented in | A 30. Number of research outputs presented in regional/national/ int'l | | Prepares, submits and presents research paper in scientific for a/conferences | | | | | | | |
| | | In int'l fora/conferences | | | 1 | 1 | 5 | 5 | 5 | 5.00 | On Nation Building: War on Drugs and Radical Democracy |
| | | In nat'l/regional fora/conferences | | | 1 | 1 | 5 | 5 | 5 | 5.00 | Marijuana as Alternative Medicine: The Church and Philosophy of Care |
| | | | | | | AVERAGE | | | | 5.00 | |
| UMFO 4. EXTENSION SERVICES | | | | | | | | | | | |
| | 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 | none | 1 | 5 | 5 | 5 | 5.00 | Capacity Building for the Teaching of IPHP |
| | PI 11. Additional outputs * | A 42. No. of extension-related awards (extrn. conducted by faculty or student & faculty) * | | | none | | | | | | |
| | | A 43. Other outputs implementing the new normal due to covid 19 | | Designs extension related activities and other outputs to implement new normal | N/A | 1 | 5 | 5 | 5 | 5.00 | Capacity Building for the Teaching of IPHP |
| | | | | | | | | | | 5.00 | |
| 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 | 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 | zero non-conformity | 5 | 5 | 5 | 5.00 | |

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.49 Number of teaching applicants screened and recommended for hiring | Chair of Dept. personnel Committee | Screens teaching applicants and recommends for hiring | 10 | 14 | 5 | 5 | 5 | 5.00 | |
| | A.50 Number of meetings conducted | Department Head | Conducts department and DPC meetings | 6 | 9 | 5 | 5 | 5 | 5.00 | |
| | A.51 Number of classes observed | Department Head | Observes classes | 15 | 28 | 5 | 5 | 5 | 5.00 | |
| | A.52 Number of meetings attended | CAS Execom and other meetings | Attends meetings | 5 | 10 | 5 | 5 | 5 | 5.00 | |
| | | | | | AVERAGE | | | | 5.00 | |
| Total Over-all Rating | | | | | | | | | | |
| Average Rating | | | | | | | | | | |
| Adjectival Rating | | | | | | | | | | |

| | | |
|---|--|--|
| Average Rating (Total Over-all rating divided by number of entries) | | |
| Additional Points: | | |
| Approved Additional points (with copy of approval) | | |
| FINAL RATING | | |
| ADJECTIVAL RATING | | |

Comments & Recommendations for Development Purpose:

Mr. Villaroya is advised to complete his Ph.D. studies the soonest possible time.

Evaluated & Rated by:

Recommending Approval

Approved by:

ABSTAIN

DEPARTMENT HEAD

Date:

mtplncto
MA. THERESA P. LORETO

Dean, College of Arts and Sciences

Date: JAN 19 2024

Kgj
BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 01/24/24

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: Al Franjon M. Villaroya

| 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 | Teach subject (Phlo 11, Phlo, Phlo 102, Phlo 106) | Will provide attendance sheets of assigned classes, midterm and final grade sheets per course, and achieve an outstanding result in students' performance evaluation | August 2023 | December 2023 | December 2023 | Impressive | Outstanding | |
| 2 | Conducts Class Observation of all DPSS faculty | Class Observation | September 2023 | December 2023 | November & December 2023 | Impressive | Outstanding | |
| 3 | Assist students' concerns through students' consultation | Will improve students' performance | August 2023 | December 2023 | Within the rating period | Impressive | Outstanding | |
| 4 | Class preparation | Will prepare visual aids, quizzes, and activities | August 2023 | December 2023 | Within the rating period | Impressive | Outstanding | |
| 5 | Submission of midterm grades and final grades | Grades will be submitted to the university registrar | December 2023 | December 2023 | December 2023 | Impressive | Outstanding | |
| 6 | Participate in all activities conducted by the department, college and the university | Attendance sheet; will present certificates if possible | August 2023 | December 2023 | Within the rating period | Impressive | Outstanding | |
| 7 | Conducts department and DPC meetings | Attendance sheets; minutes of meetings | July 2023 | December 2023 | Monthly | Impressive | Outstanding | |
| 8 | Attends trainings and present paper in conferences | Certificate of Participation | November 2023 | November 2023 | November 2023 | Impressive | Outstanding | |
| 9 | Perform other functions assigned by the college dean | Certificate of the trainings and workshops | | | | Impressive | Outstanding | |

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

** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

mtphoto
MA. THERESA P. LORETO
 College Dean

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Al Franjon M. Villaroya

Performance Rating:

Aim: To continue in research or extension projects and improve teaching strategies

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

Date: July 2023

Target Date: December 2023

First Step:

- a) Required him to be involved in research and/or extension projects
- b) Perform the roles and responsibilities assigned by the College Dean and University President.

Result:

1. He is being appointed as Head of DPSS and component leader in an Extension project entitled " Faculty Training and Workshop for Teaching of the Introduction to the Philosophy of the Human Person."
2. Conducted meetings and attended pieces of training concerning the offering of the AB Philosophy program's progress.

Date: January 2024

Target Date: End of Dec 2024

Next Step:

He was advised to focus and finish his Doctoral.

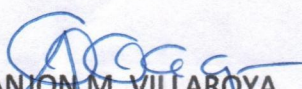
Outcome: NA

Final Step/Recommendation: NA

Prepared by:


MA. THERESA P. LORETO
Department Head

Conforme:


AL FRANJON M. VILLAROYA
Employee [Faculty]