SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

(January-June)

Name of the Faculty Member: <u>DANIEL A. CATIBO</u>

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
21. Instruction			
i. Head/Dean (50%)	7	5.0x50% = 2.50	
j. Students (50%)		3.25x50% = 1.625	
Total for Instruction	70%	4.125	2.89
22. Research			
i. Client/Dir. for Research (50%)			
j. Dept. Head/Center Director (50%)			
Total for Research	10%	4	0.40
23. Extension			
i. Client/Dir. for Extension (50%)			
j. Dept. Head/Center Director (50%)			
Total for Extension	15%	4	0.60
24. Administration	5%	4	0.20
25. Production			
TOTAL			4.09

EQUIVALENT NUMERICAL RATING:

4.09

Add: Additional Points, if any:

0.0

TOTAL NUMERICAL RATING:

4.09

ADJECTIVAL RATING:

VERY SATISFACTORY

Prepared by:

Reviewed by:

DANIEL A. CATIBO

Name of Faculty

- h -

Department Head

Recommending Approval:

SUZETTE B. LINA

Dean, CAFS

Approved:

ROTACIO S. GRAVOSO

Vice President for Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, DANIEL ACEDILLA CATIBO, a faculty member of the DEPARTMENT OF AGRICULTURAL EDUCATION AND EXTENSION accomplished the following targets from January-June 2024.

Approved:

DANIEL A. CATIBO
Instructor I
Date: July 25, 2024

SUZETTE B. LINA
College Dean
Date: 10 7 24

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities /	Tasks Assigned				R	ating	-	REMARKS (Indicators in
INO.		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Projects		Target	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	percentage should be supported with numerical values in numerators and denominators)
UMFO	1. ADVANCED EDUCATIO	N SERVICES									
OVPI	MFO 2. Graduate Student M	lanagement Services									
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE		Handles subjects/courses assigned	3	11.66	5	4	5	4.67	2nd Semester SY 2023-2024 = 8.33 AgEd 232 = 10x3/9 ≈ 3.33, AgEd 245 = 12x3/9 = 4, AgEd 145 = 3x3/9 = 1 Summer SY 2023-2024 = 3.33 AgEd 212 = 10x3/9 ≈ 3.33 TOTAL = 11.66
	PI 8: Number of graduate students advised *	A2. Number of students advised		Acts as academic adviser to graduate students	-	5	5	5	5	5.00	Moe, Pyit Zone Olo, Jomar Tampayan Pineda, Samuel Dequina Lawas, Judy Mae Mata Ordialez, Karen Grissel Maboloc
		A3 . Number of students advised on thesis/special problem/dissertation									
		As GAC Chairman		Advises and corrects research outline and thesis/SP/dissertation manuscript							

Aged145, AGED212, AGED232, AGED241, AGED245, AGED243, AgEx153	00.4	Þ	Þ	Þ	L	L	Creates virtual dassroom using either Moddle or Google Classroom	Number of vintual and baseron mooresels	
							Submits the course ware duly reviewed by TRP for editing by MMDC editor	ecinco en line course ware reviewed by TRP & edited by MMDC editor	
	00.4	Þ	Þ	Þ	٥١	ε	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	sloot InemissessA	
	00.₽	Þ	Þ	Þ	g		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	resources Suppliemental learning	
							Prepares Instructional module/laboratory guide/workbook or a combination thereof	On-line ready courseware	
						ı	gnitzixə ərli shevnoO otni zilshələm lənottoriz zmətsyz gnimsəl əldixəft	contrewares developed and	PI 9: Number of instructional materials developed *
	00.4	Þ	Þ	Þ	٥١	10	Entertains students seeking consultation with faculty	Adumber of students entertained for consultation purposes	
LAgravante, JBaudi, СРагас, LTrocino, EUgali	₹ 9.₽	Þ	g	g	g	L	Advises and corrects research outline and thesis/SP/dissertation manuscript	Nedmber AS GAC Member	

Diaz Renil, Barholini Dann Leo, Motarde Jaypee, Bulsatig Femando, Canales Jovel, Lemorinas Rayna, Lombog Jesalca, Estrera Ma. Dandyn, Bibat Feliz Shandae, Caso Shieljean, Godoy Pher, Cahucom Jianne, Maco Michael, Cabang Rosamae, Pesalbon Shiels, Quintana Cheska, Benzo, Jovine, Gonsaga Janjen, Paleirmo John, Amith Reemie, Laman Jennifer, John, Parsick Mrhvei, Missiona Francis, Becalante Manuel, Datig Anna, Babarino Becalante Manuel, Datig Anna, Babarino Michelle, Pensona Jellie Ann	79.₽	Þ	9	G	30	ı	Acts as academic adviserto students		Seavivbs alvebents advived:	advised: *	
			+				opesi, he simpless as shall		рергиб		\neg
							Checks lab reports and term papers submitted		A15. Number of lab reports and term papers checked and		
Learning Task AGED212, AGED245, AGED232, AgEd145	00.4	Þ	Þ	Þ	12	12	Prepares and checks quizzes for lec and lab		sazziup ło roluwb. A ŁA . Mumber of quischecked		
Aged145, AGED212, AGED245, AGED232, Agex153	00.4	Þ	Þ	Þ	Ş	Þ	Administers and checks long examination for subjects taught	exsm brep	A13. Number of long examinations administered and checked		
OBE SAFFBRS WAKING	00.4	Þ	Þ	Þ	ı	L	agniniert betabnam bnettA	agninisa bebnetts	sgninist to the Number of trainings. Authorion attended related to instruction		
	00.4	Þ	Þ	Þ	Þ	L	Facilitates atudents in their completion of the subject and aubmits completion forms with grade within prescribed period		smof JOV Nomber of INC Tomin with grade submitted within proscribed period		
	00.4	Þ	Þ	Þ	8	3	Prepares gradesheet and submits on or before deadline	Preparation	2 <u>1A A.00</u> . Number of grade sheets submitted within prescribed period		
= 144×1/20 =0.7, AgEx 200B = 144×1/20 =0.7, AgEx 200B = 0.4 5.0 = 0.5 5.0 = 0.5 5.1 = 1.0 7.1 = 1ATOT	00.4	Þ	Þ	Þ	T.!	ε	Handles and teaches courses assigned		<u>A9</u> . Actual Faculty's FTE	PI 5: Total FTE, coordinated, implemented and monitored *	
										PI UMFO 3. Higher Education M	IVO
									RVICES	FO 2. HIGHER EDUCATION SE	IMU
							Designs experiential leaming activities to lemnor went inneldmi		2 Other outputs. Inmplementing the new normal aub to covid 19		

	Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	g	Þ	Þ	Þ	00.4	AGED212, AgEd145, AGED245 AGED232
	On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	-	-					
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							
	Data Number of Student organizations assisted on student related activities		snoitszisze satudent organisalions in implementing student related activities	τ	L	Þ	Þ	Þ	00.4	o\$x∃®A-USV
PI 9: Number of student organizations advised/	frebut S to admun . <u>etA</u> besivbs anoitsainsgoo		Advises student organizations recognized by OOSU	τ	L	Þ	Þ	Þ	00.4	^2N-⊬gEx5o
	sinebuis to nedmby . <u>81A</u> entertained for consultation sesoqnuq		Entertains students consulting on subject taught, thesis and grades	9	7.2	G	9	g	00.3	słnebul? stojeM x3gA A28
	eatimmo2 siserINT\coa	ction	etconroc bas eavivbA bas entiltuo richeseor fipinsanasm 92\eisedf fipinsanasmed fipins	Þ	6	G	S	Þ	∠9 '⊅	Chenna Brigildo Chelle Asuncion Cherry Calamiton Rococela Armal Casido Marden Bibat Madeline Sumabat Sibenna Mae Ciabo Mae Ciabo
	As Field Practice Coordinator/ Thesis Adviser	ction	Advises, and corrects research outline and thesis/SP manuscript	2	Þ	G	9	Þ	∠9 '⊅	
	A17. Number of students advised on thesis/ field problem:									

								r	r	l	
		Assessment tools	Proposed Pro	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	7	ъ	4	4	4	4.00	AGED212, AgEx153, AgEd145, AGED245, AGED232
	7. 5 %	A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	og d	Submits the course ware duly reviewed by TRP for editing by MMDC editor							
		A 24 : Number of virtual classroom created and operational	ර් සී ඊ	Creates virtual classroom using either Moddle or Google Classroom	1	-	4	4	4	4.00	AgEx153
<u> </u>	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:									
		Program accreditation/evaluation	7 7 6 8	Prepares documents and for program profile and other materials required during program/institutional accreditation and/or evaluation							
		Agency/firm/Industry linkages	Ö E Q	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	-	ø	4	4	4	4.00	LGU HILONGOS, LGU BAYBAY, ABUYOG, SIQUIJOR, BOHOL, SOUTHERN LEYTE
		A 26. Other outputs implementing the new normal due to covid 19	<u> </u>	Designs experiential learning activities and other outputs to implement new normal	1						
UMFO 3	UMFO 3. RESEARCH SERVICES						+	1			
	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 *	0 6 5	Conducts research for possible utilization by industry or other beneficiaries							
	P1 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *		Conducts and completes research oroject within the year							
	PI3. 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			-				
		In refereed int'l journals					+	+	1		
		In refereed nat'I/regional journals					-	-			

	outputs presented in	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *		Prepares, submits and presents research paper in scienfic for a/conferences							
		In int'l fora/conferences									
		In nat'l/regional									
	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	95%	98%	4	4	4	4.00	
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by									
		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	1	5	4	4	4	4.00	
		A 34. Number of UMs submitted to ITSO, VSU	UM preparation	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							
JMFO	4. EXTENSION SERVIC	ES									
	<u>PI 1</u> . Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other	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	3	4	4	4	4.00	LGU HILONGOS, SILAGO, HINUNANGAN
	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	-	2	4	4	4	4.00	Organizational Capacity Building and Business Management & Entrepreneurship Seminar - Workshop at Silago and Hinunangan Southern Leyte
	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	L	1	4	4	4	4.00	Strengthening Vegetable Farmers Association in Sllago, Southern Leyte

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	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	95%	98%	4	4	4	4.00	
	PI 5. Number of technical/expert services	<u>A 40</u> . Number of technical/expert services as/in:		Provides the technical and expert services requested by beneficiaries							
	Research Mentoring	Research Mentor									
	Peer reviewers/Panelists	Peer reviewers/Panelists									
	Resource Persons	Resource Persons									
	Convenor/Organizer	Convenor/Organizer									
	Consultancy	Consultant									
	Evaluator	Evaluator	AND THE PERSON NAMED OF THE PERSON OF THE PE								
	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%	4	4	4	4.00	
	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							
UMF	O 5. SUPPORT TO O	PERATIONS									
<u></u>	OVPI MFO 4. Program and	d Institutional Accreditation Se	rvices								
,	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 theQMS 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%	90%	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							

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	On program accreditations .	Pilot Plant Manager								
	On institutional accreditations	SSF Rootcrop facility incharge								
UMFO 6. Gene	ral Admin. & Support Services (GASS)								
PI 2. Zero po complaint from		ne	Provides customer friendly frontline services to clients	0% complaint	0% complaint	4	4	4	4.00	
PI 3: Addition	nal Outputs A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *		Initiates/introduces improvements in performfing functions resulting to best practice							
	A 48.Other outputs implementing the new norma due to covid 19		Designs administration/management related activities and other outputs to implement new normal							
Total Over-	all Rating				134.35				210	mendations for Development Purpose:
Average Ra	ting				4.07		6	1000	7	18b!
Adjectival I				VERY	SATISFACTORY	-		,,,		

Evaluated & Rated by:

Head, DAILEX Date: 34W 24, 2024

Recommending Approval:

Dean, CAFS Date: October 7 / 2024

Approved by:

ROTACIO S. GRAVOSO
Vice President for Academic Affairs
Date: B DY U

"Exhibit G"

PERFORMANCE MONITORING & COACHING JOURNAL

1	1 ST	Q U
1	2 ND	Α
	3 RD	R
	4 TH	E R

Name of Office: Department of Agricultural Education and Extension (DAEEx)

Head of Office: Lijueraj J. Cuadra

Number of Personnel: 8

		Mechanism			
Activity Monitoring		ting	Memo	Others (Pls. specify)	Remarks
	One-on-One	Group			
Monitoring	The undersigned asks for updates on the various assignments from each faculty and staff to ensure that targets are met and quality expected complied are complied.	-The faculty and staff have shown dedication in their respective responsibilities as observed by the undersigned. The undersigned encouraged them to continue doing their best. This is done during informal and formal meetings -Regular sending of reminders thru chat group using messenger	NA	Notice of meeting (February 14, 2024, June 24, 2024)	Faculty and Staff continue to do their best
Coaching/ Mentoring	 Each one has adequate capabilities for their respective responsibilities. Each however is encouraged to upgrade their capabilities thru appropriate trainings and attendance to conferences/fora. Some faculty were also reminded of their obligations as government employee in terms of on time submission of needed documents to the administration/offices needing data/reports 	Having done their best, each faculty and staff were encouraged to keep up the good work. They are also reminded to revise their syllabi ready for flexible or blended learning. Junior faculty are also involved in the research and extension projects lead by senior faculty. This is an opportunity where they can be mentored in preparing reports, presenting reports to an audience and on how to manage projects. New SRA was introduced and mentored to what she will be doing and what	NA	NA	

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

Immediate Supervisor

Cc: OVPAA HRMO RSPPRO Noted by:

CAFS Dean

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: <u>Daniel A. Catibo</u> Performance Rating: <u>Outstanding</u>

Aim: To enhance research performance of Mr. Catibo.

Proposed Interventions to Improve Performance: Attend relevant local or international

training.

Date: February 2024 Target Date: Within June 2024

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

Result: Apply to the scientific conferences.

Date: July 2024 Target Date: Within October-December 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:

LIJUERAJ J. CUADRA DAEEx Head

Conforme:

DANIEL A! CATIBO

Name of Ratee Faculty/Staff



INSTRUCTION AND EVALUATION OFFICE VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte Phone/Fax: +63 053 565 0600 local 1104

Email: odie@vsu.edu.ph Website: www.vsu.edu.ph

TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

First Semester SY 2023-2024

Name of faculty: CATIBO, DANIEL A.

Department: Dept. of Agricultural Education and Extension

College: College of Agriculture & Food Sciences

	Course No. &	Lab/		RATING	% Evaluation
	Descriptive Title	Lec	Num.	Adjec.	Rating
AgEx 131	COMMUNITY NEEDS ASSESSMENT AND COMMUNITY ORGANIZING	LAB	3.00	Satisfactory	60.0%
AgEx 153	COMMUNITY RESOURCE MANAGEMENT	LEC	2.00	Fair	40.0%
AgEx 153	COMMUNITY RESOURCE MANAGEMENT	LAB	2.00	Fair	40.0%
AgEx 199-C	COLLOQUIUM .	LEC	3.00	Satisfactory	60.0%
AgEx 131	COMMUNITY NEEDS ASSESSMENT AND COMMUNITY ORGANIZING	LEC	3.00	Satisfactory	60.0%
AGED241	NON-FORMAL EDUC. IN AGRICULTURE	LEC	5.00	Outstanding	100.0%
AGEX247	PLANN.& ADMINISTERING EXTN PROGRAMS	LEC	4.00	Very Satisfactory	80.0%
AGED245	CURRENT PROBLEMS AND ISSUES IN EDUCATIONAL ADMINISTRATION	LEC	4.00	Very Satisfactory	80.0%
	Average R	ating	3.25	Satisfactory	65.00%

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

Legend:

1.00 - 1.49 Poor (P) 1.50 - 2.49 Fair (F)

2.50 - 3.49 Satisfactory(S)

3.50 – 4.49 Very Satisfactory(VS)

4.50 - 5.00 Outstanding(O)

Prepared by:

VANESSA W. NAZAL TPES in-Charge Date: May 03, 2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: May 03, 2024

Received by:

CATIBO, DANIEL A.

Name and Signature of Faculty

Date: May 24, 2024

Distribution of copies: ODIE, College, Department, Faculty