**INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR) FORM**

**CAGAYAN STATE UNIVERSITY – LASAM CAMPUS**

*Division/Office*

I, ***NAME*,** *POSITION*, commit to deliver and agree to be rated on the attainment of the following of the following targets in accordance with the indicated measures for the period

**JANUARY TO JUNE 2019**

**NAME**

Date:

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| Approved by: |
| Name: **FLORANTE VICTOR M. BALITICO. Ph.D.** |
| Position: Campus Executive Officer |

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| |  | | --- | | **R A T I N G** |   **5-Outstanding** – performance exceeded expectations by 30% and above of planned targets; **4-VerySatisfactory** - performance exceeded expectations by 15% to 29% of planned targets; **3-Satisfactory** - performance met 90% to 114% of the planned; **2-Unsatisfactory** – performance only met 51% to 89% of planned targets & failed to deliver one or more critical aspects of the target **1-Poor** - Performance failed to deliver most of the targets by 50% and below |

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| **Major Final Output** | **Success Indicators** | **Targets** | **Actual Accomplishments** | **Rating** | | | | **Remarks** |
| **Q** | **E** | **T** | **Average** |
| ***Instruction*** |  |  |  |  |  |  |  |  |
| Teach assigned subjects | Teaching effectiveness rating (student and supervisor evaluation) |  |  |  |  |  |  |  |
| Submission of academic reports | Number of updated course syllabi submitted and approved on time |  |  |  |  |  |  |  |
| Number of grade sheets submitted on time |  |  |  |  |  |  |  |
| Involvement in accreditation | Extent of involvement in accreditation either as area leader or member as evaluated by the area members and chairperson and/or by the dean |  |  |  |  |  |  |  |
| Involvement in ensuring quality assurance (CHED program compliance, ISA and ISO) | Extent of involvement in quality assurance undertaking of the college either as area leader or member as evaluated by the area members and chairperson and/or by the dean |  |  |  |  |  |  |  |

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| ***Instruction*** |  |  |  |  |  |  |  |  |
| Mainstreaming gender and development | Number of syllabi revised indicating gender responsiveness (if applicable) |  |  |  |  |  |  |  |
| Participation in the establishment of academic/industry linkage | Extent of involvement in the academic/industry linkage duly established by the college |  |  |  |  |  |  |  |
| Participation in the college campaign and promotional activities | Extent of involvement in   * College campaigns and/or promotional activities * Academic and non-academic contests representing the college |  |  |  |  |  |  |  |
| Reduction in the drop-out rate in class | Zero drop-out rate |  |  |  |  |  |  |  |
| Professional membership in local, national and international professional organizations | Number of membership in   * Local * National and * International professional organizations |  |  |  |  |  |  |  |
| ***Research*** |  |  |  |  |  |  |  |  |
| Production of research and inventions | Number of research studies and projects completed during the rating period (either individual or team research) |  |  |  |  |  |  |  |
| Number of research output published in refereed journal accredited by CHED |  |  |  |  |  |  |
| Number of research outputs disseminated or presented in international, national and local conferences, seminars |  |  |  |  |  |  |
| Number of inventions patented or copyrights registered |  |  |  |  |  |  |
| Number of externally funded research with MOA |  |  |  |  |  |  |
| Number of internally/university funded research with letter of approval |  |  |  |  |  |  |
| QCE Clientele satisfaction rating |  |  |  |  |  |  |
| QCE Leadership rating |  |  |  |  |  |  |
| QCE Partnership development rating |  |  |  |  |  |  |
| QCE Community responsibility rating |  |  |  |  |  |  |

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| **Major Final Output** | **Success Indicators** | **Targets** | **Actual Accomplishments** | **Rating** | | | | **Remarks** |
| **Q** | **E** | **T** | **Average** |
| ***Extension*** |  |  |  |  |  |  |  |  |
| Engagement in community services | Number of extension activities/projects/programs (MOA required) conducted in any of the following:   * Technology verification * Packaging * Managing/facilitating non-formal degree trainings * Consultancy and speakership in trainings/seminars/symposia/convocations * Community development activities * People empowerment/capability building * Radio programs * Development/publication/dissemination of manuals, brochures, pamphlets, leaflets, techno-guide and news letters |  |  |  |  |  |  |  |
| Number of GAD organized trainings, conferences and symposia |  |  |  |  |  |  |  |
| **Final Average Rating** |  |  |  |  |  |  |  |  |
| **COMMENTS AND RECOMMENDATIONS** | | | | | | | | |
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| DISCUSSED WITH | DATE | ASSESSED BY | DATE | Final Rating by: | DATE |
| EMPLOYEE |  | I certify that I discussed my assessment of the performance with the employee  Immediate Supervisor |  | **FLORANTE VICTOR M. BALITICO. Ph.D.**  CAMPUS EXECUTIVE OFFICER |  |
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