Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: <u>SANTOS B. VILLOCINO, JR.</u>

	Program Involvement	Percentage	Numerical	Equivalent
	(1)	Weight of	Rating	Numerical
		Involvement	(Rating x%)	Rating
		(2)	(3)	(2x3)
1.	Instruction			
	a. Head/Dean (50%)		4.9x100%= 4.9	
	b. Students (50%)			
	Total for Instruction	60%	4.7	2.82
2.	Research			
	a. Client/Dir. for Research (50%)		5 x 50% = 2.5	
	b. Dept. Head/Center Director		5 x 50% = 2.5	
	(50%)			
	Total for Research	40%	5	2
3.	Extension			
	a. Client/Dir. for Extension (50%)		$5.0 \times 50\%$) = 2.5	
	b. Dept Head/Center Director (50%)		5.0 x 50% = 2.5	
	Total for Extension	NA		
4.	Administration	NA		
5.	Production	NA		
	TOTAL		1 .	4.82

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4.82

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.82

ADJECTIVAL RATING:

Outstanding

Prepared by

Reviewed by:

SANTOS B. VILLOCINO, JR.

Name of Faculty

+

ROSARIO A. SALAS

Department Head

Recommending Approval:

VICTOR B. ASIC

Dean/Director

Approved:

BEATRIZ S. BELONIAS

Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Santos B. Villocino, Jr., a faculty member of the <u>DEPARTMENT OF HORTICULTURE</u> 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 to December, 2020.

Approved:

SANTOS B. VILLOCINO, JR.

Assoc. Frof. III

ROSARIO A SALAS

Department Head

Date:

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment			Ratin	g	REMARKS (Indicators in percentage should
	,					Quality	Eficiency	Timeliness	Average	be supported with numerical values in numerators and denominators)
UMFO	1. ADVANCED EDUCATIO	N SERVICES								
OVPI N	MFO 2. Graduate Student I	Management Services								
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned							
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		<u>A4</u> . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							
	PI 9: Number of instructional materials developed *	<u>A5</u> . Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							

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		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							
,		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
	,	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 Moddle or Google Classroom							
	<u>Pl 10</u> . 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 S	ERVICES								
OVPI U	MFO 3. Higher Education	Management Services								
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	30	37.95	5	I	1	5	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	9	1	5	2	1	
		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	2	7	5	8	7	3	
		related to instruction	Attend mandated trainings	1	2	(1	3	5	
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	5		5	5	5	
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	24		4	4	4	4)	

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77	77	7	b	54	24	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	sloot inemssessA		
S	5	I	7	20	z	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	Supplemental learning resources		
x	2	1	2	ε	ı	Prepares Instructional module/laboratory guide/workbook or a combination thereof	өльwəsruoɔ үbвөт өnil-nO		
2	5	2	1	2	ı	Prepares and submits for review by the Technical Review Panel	A 21 : Number of on-line course ware developed and submitted :	PI 10: Instructional materials developed *	
>	h	打	η	ı	ı	Assists student organizations in implementing student related activities	OSA. Number of Student on student seisted on student on beistes activities beisted		
y	4	4	*	ı	ı	Advises student organizations recognized by OOSU	tnebut2 to hedmuN . <u>et A</u> besivbs anoitszinsgro	PI 9: Number of student organizations advised/	
2	2	S	2	524	150	Entertains students consulting on subject taught, thesis and grades	A86. Number of students entertained for consultation purposes		
>	1	Jr.	4	g	9	Advises and corrects research outline and the sis/Stantsm 42/siseht	As SRC Member		
2	7	D	7	01	g	Advises, and corrects research outline and thesis/SP manuscript	AS SRC Chairman		
}	<i>y</i>	k	म	٥١	Οι		A1Z. Number of students advised on thesis/ field practice/special meldorq		
7	5	7	5	32	30	ot nesivbe simebese se stsA stnebuts	Alber of students advised:	PI 8: Number of students stavised: *	
5	5	7	¥	. SΣ	30	hecks lab reports and term papers submitted as required	A15. Number of lab reports and ferm papers checked and graded		

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		A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	duly reviewed by TRP for editing by MMDC editor	1	2	5	5	3	ζ	
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	4	7	2	3	5	5	
	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									
	P1 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	1	2	5	2	5	5	
	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	1	2	1	5	5	5	
	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-refereed or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication	1	2	1	5	5	5	
		In refereed int'l journals								
		In refereed nat'l/regional journals								
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	presented in regional/national/ int'l	Prepares, submits and presents research paper in scienfic conferences							
		In int'l fora/conferences								
		In nat'l/regional fora/conferences								

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	PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved	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 SERVICE	ES					
	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				
	Pl 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				
		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	services as/in:	Provides the technical and expert services requested by beneficiaries			,	

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Research Mentoring	Research Mentor			0					
Peer (Perreliete	Peer reviewers/Panelists								
	Passura Parana								
Resource Persons	Resource Persons								
Convenor/Organizer	Convenor/Organizer								
Consultancy	Consultant								
Evaluator	Evaluator								
PI 8. Percent of extension proposals approved *		Prepares extension project proposals, submits and follow up its approval for immediate implementation							
PI 11. Additional outputs *	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							
5. SUPPORT TO C	PERATIONS			2					
OVPI MFO 4. Program an	d Institutional Accreditation Service	98							
requirements thru the established/adequate	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		zero non-conformity					
	the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools		100% compliant					
	On program accreditations								1
	On institutional accreditations					-	-	_	
	Peer reviewers/Panelists Resource Persons Convenor/Organizer Consultancy Evaluator PI 8. Percent of extension proposals approved * PI 11. Additional outputs * OVPI MFO 4. Program and requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015*	Peer reviewers/Panelists Resource Persons Resource Persons Convenor/Organizer Consultancy Consultant Evaluator Evaluator Evaluator Evaluator PI 8. Percent of extension proposals approved * 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 D 5. SUPPORT TO OPERATIONS OVPI MFO 4. Program and Institutional Accreditation Service implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015* A 45. 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Compliance to all requirements of the program and institutional accreditations: Prepares extension project proposals, submits and follow up its approval for immediate implementation Prepares extension project proposals, submits and allow up its approval for immediate implementation D 5. SUPPORT TO OPERATIONS OVPI MFO 4. Program and Institutional Accreditation Services A 44. Compliance to all requirements 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 accreditation tools	Peer reviewers/Panelists Resource Persons Resource Persons Convenor/Organizer Consultanty Consultanty Consultant Evaluator Evaluator Evaluator P1 8. Percent of extension proposals approved * approved * approved * awards (extn. conducted by faculty or student & faculty) * A 43. Other outputs implementing the new normal due to covid 19 D 5. SUPPORT TO OPERATIONS OVPI MFO 4. 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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	Zero % complaint			
	introduced resulting to best practice	Initiates/introduces improvements in performfing functions resulting to best practice				
	the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal				
Total Over-all Rating						
Average Rating						
Adjectival Rating						

Evaluated & Rated by: ROSARIO A. SALAS
ROSARIO A. SALAS

Department Head

Date:

Recommending Approval

VICTORE B. ASIO

Dean, Date: Approved by:

BEATRIZ S. BELONIAS

Vice President for Instruction Date:

Comments & Recommendations for Development purposes

Should publish article in referred journal.

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: SANTOS B. VILLOCINO Performance Rating: OUSTANDING
Aim: Maintain the Oustanding rating Proposed Interventions to Improve Performance: Date: July, 2020 Target Date: December 2020 First Step: Update Instructional Materials (IMs)
Facilitate the processing of documents and deployment of OJT students in
Agrostudies Internship Program in Israel
upervise and Monitor ViHOS campus and off-campus activities
Attend meetings set by the Department heads
Prepare and Present annual report for C.Y 2018-2019
Result: Updated Instructional Materials (IMs)
Facilitated the processing of documents and deployment of OJT students in
Agrostudies Internship Program in Israel
Supervised and Monitor ViHOS campus and off-campus activities
Attended meetings set by the Department heads
Prepared and Presented annual report for C.Y 2018-2019
Date: <u>July 2021</u> Target Date: <u>December 2021</u> Next Step:
Write and submit one (1) research proposal to a research funding agency
Attend conferences, trainings, and seminars related to the field of specialization
Actively participate in all college and departmental activities
Accept more Horticulture Thesis Advisees
Prepare and Present Annual Report for C.Y. 2021
Outcome:

Prepared by:

Unit Head

Conforme SANTOS B. VILLOCINO Name of Ratee Faculty/Staff

Final Step/Recommendation: