Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: SANTOS B. VILLOCINO, JR.

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		5x50%= 2.5	
b. Students (50%)		4.50x50% = 2.25	
Total for Instruction	40%	4.75	1.90
2. Research			
a. Client/Dir. for Research (50%)		5 x 50% = 2.5	
b. Dept. Head/Center Director (50%)		5 x 50% = 2.5	
Total for Research	30%	5	1.5
3. Extension			
a. Client/Dir. for Extension (50%)		5.0 x 50%) = 2.5	
b. Dept Head/Center Director (50%)		5.0 x 50% = 2.5	
Total for Extension	15%	5	0.75
4. Administration	10%	5	0.5
5. Production	5%	5	.25
TOTAL			4.90

EQUIVALENT NUMERICAL RATING: 4.90
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: 4.90

ADJECTIVAL RATING: Outstanding

Prepared by:

SANTOS B. VILLOCINO, JR.
Name of Faculty

Reviewed by:

ROSARIO A. SALAS
Department Head

Recommending Approval:

VICTOR B. ASIO
Dean/Director

Approved:

BEATRIZ S. BELONIAS
Vice President

[illegible]			[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
[illegible]		[illegible]	
[illegible]		[illegible]	
[illegible]			
[illegible]	[illegible]	[illegible]	[illegible]
[illegible]		[illegible]	
[illegible]		[illegible]	
[illegible]			
[illegible]	[illegible]	[illegible]	[illegible]
[illegible]		[illegible]	
[illegible]		[illegible]	
[illegible]			
(1) [illegible]	(2) [illegible]	(3) [illegible]	(4) [illegible]

Visayas State University

INSTRUCTION

Visca, Baybay City, Leyte

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (IPCR)

I , SANTOS B. VILLOCINO, JR., commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January - June, 2018.

SANTOS B. VILLOCINO, JR.
Faculty, Department of Horticulture
July 30, 2018

ROSARIO A. SALAS
OIC Head, Department of Horticulture

VICTOR B. ASIO
Dean College of Agriculture and Food Science
Date: _____

MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	Actual Accom-plishment	Rating				Remark
					Quality	Efficiency	Timeliness	Average	
UMFO 1. ADVENCED EDUCATION SERVICES									
OVPI MFO 1. Graduate Degree Program Management Services									
PI 1: Graduate degree program monitored									
PI 2: Total graduate FTE monitored									
PI 3: Percentage increase in number of graduate students enrolled									
PI 4: Percentage increase in number of graduate students who graduated within prescribed period.									
OVPI MFO 2. Graduate Student Management Services									
PI 1: Number of graduate students awarded with scholarship/ assistantship									
PI 2: Percentage of graduate students awarded with scholarship/ assistantship who graduated within prescribed period									
PI 3: Number of graduate students awarded with honors/distinction									
PI 4: Number of graduate student advised									
UMFO 2. HIGHER EDUCATION SERVICES									

OVPI MFO 1. Curriculum Program Management Services								
PI 1: Total undergraduate FTE monitored	DOH	69.4	44.70	5	5	5	5	
PI 2: Number of undergraduate curricular program compliant to CMO, approved and offered								
PI 3: Average passing percentage in licensure examinations in mandated programs								
PI 4: Number of undergraduate graduates in mandated programs graduated within the prescribed period								
PI 5: Percentage increase in the number of undergraduate students who graduated within prescribed period								
PI 6: Percentage increase in the number of undrgraduate students enrolled								
PI 7: Numbe of academe/industry linkage established								
PI 8: Number of students advised	Head/Faculty	2	10	5	5	5	5	
PI 9: Number of student organization advised	Head/Faculty	1	1	5	5	5	5	
PI 10: Number of instructional materials developed								
UMFO 3. RESEARCH SERVICES								
PI 1. Number of published papers in internationally indexed journals								
refereed int'l journals								
refereed nat'l journals								
institutional journals								
PI 2. Number of research outputs presented in regional/national/ int'l for a conferences								
int'l fora/conferences								
nat'l fora/conferences								
reg'l fora/conferences								
institutional fora/conferences								
PI 3. Number of research projects conducted and/or completed on schedule								
PI 4. Number of research proposals submitted								
PI 5. Percent of research proposals approved								
PI 6. Amount of research money generated from external funding								
PI 7. Amount of research money generated from institutional funding								
PI 8. Additional outputs								
No. of research-related awards (research conducted by faculty or student w/ faculty)								
UMFO 4. EXTENSION SERVICES								

PI 1. Number of person-days trained weighted by length of training								
PI 2. Number of trainings conducted								
PI 3. Number of IEC materials/technoguides developed/used								
PI 4. Number of beneficiaries served								
Groups								
Individuals								
PI 5. Number of technical / expert services								
Research mentoring	VLHS Grade 9 students	5	0	5	5	5	5	
Peer reviewers/ Panelist								
Resource Person								
Convemor/ Organizer								
Consultancy								
Evaluator								
PI 6. Number of extension project conducted								
PI 7. Number of extension proposal submitted								
PI 8. Percent of extension proposal approved								
PI 9. Amount of extension money generated from external funding								
PI 10. Amount of extension money generated from institutional funding								
PI 11. Additional outputs								
Number of extension-related awards (extension conducted by faculty and student								
UMFO 5. SUPPORTING TO ORGANIZATION								
OVPI MFO 1. Faculty Development Services								
PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted								
OVPI MFO 2. Faculty Recruitment/Hiring Services								
PI 1: Number of faculty recruited/hired aligned with ISO standards								
OVPI MFO 3. Faculty Evaluation Services								
PI 1: Number of seminars/ training/ conventions/ workshops coordinated for entire university								
PI 2: Number of seminars/ training/ conventions/ workshops coordinated outside the university								
PI 3: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated								
PI 4: Number of in-house/ seminars/training/ workshops/ reviews conducted/attended								

PI 5: Additional outputs							
Number of faculty/staffs awards/honors received realated to operations support							
Income Generating Projects (IGP) handled	DOH/College Ornamental Project	1	1	5	5	5	5
OVPI MFO 4. Program and Institutional Accreditation Services							
PI 1: Number of degree programs which passed accreditation/evaluation at least Level 1							
PI 2: QMS on faculty recruitment, development & performance evaluation aligned with ISO standards							
PI 3: Percentage of degree program compliant with CHED							
PI 4: Additional outputs							
Number of activities organized/ attended/ assisted/ participated/ facilitated							
UMFO 6. General Administration and Support Services (GASS)							
PI 1: Zero complaints from clients		0	0	5	5	5	5
PI 2: Additional outputs/ Best practices							
OTHERS:							
As Coordinator of Students Internship Abroad Program-Israel (SIAP)							
Facilitate processing of documents for BSA OJT Students to Israel		7	10	5	5	5	5
	TOTAL OVERALL RATING :						
	AVERAGE RATING :						
	ADJECTIVAL RATING :						

Average Rating (Total Overall rating divided by 4)		
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		5
ADJECTIVAL RATING		O

Comments & Recommendations for Development Purpose:

Has to make research proposal for internal or external funding

Evaluated and Rated by

ROSARIO A. SALAS
Head, DOH
Date: _____

Recommending Approval:

VICTOR B. ASIO
Dean, CAPS
Date: _____

Approved:

BEATRIZ S. BELONIAS
Vice President Instruction
Date: _____

1 – Quality 2 – Efficiency 3 – Timeliness 4 – Average

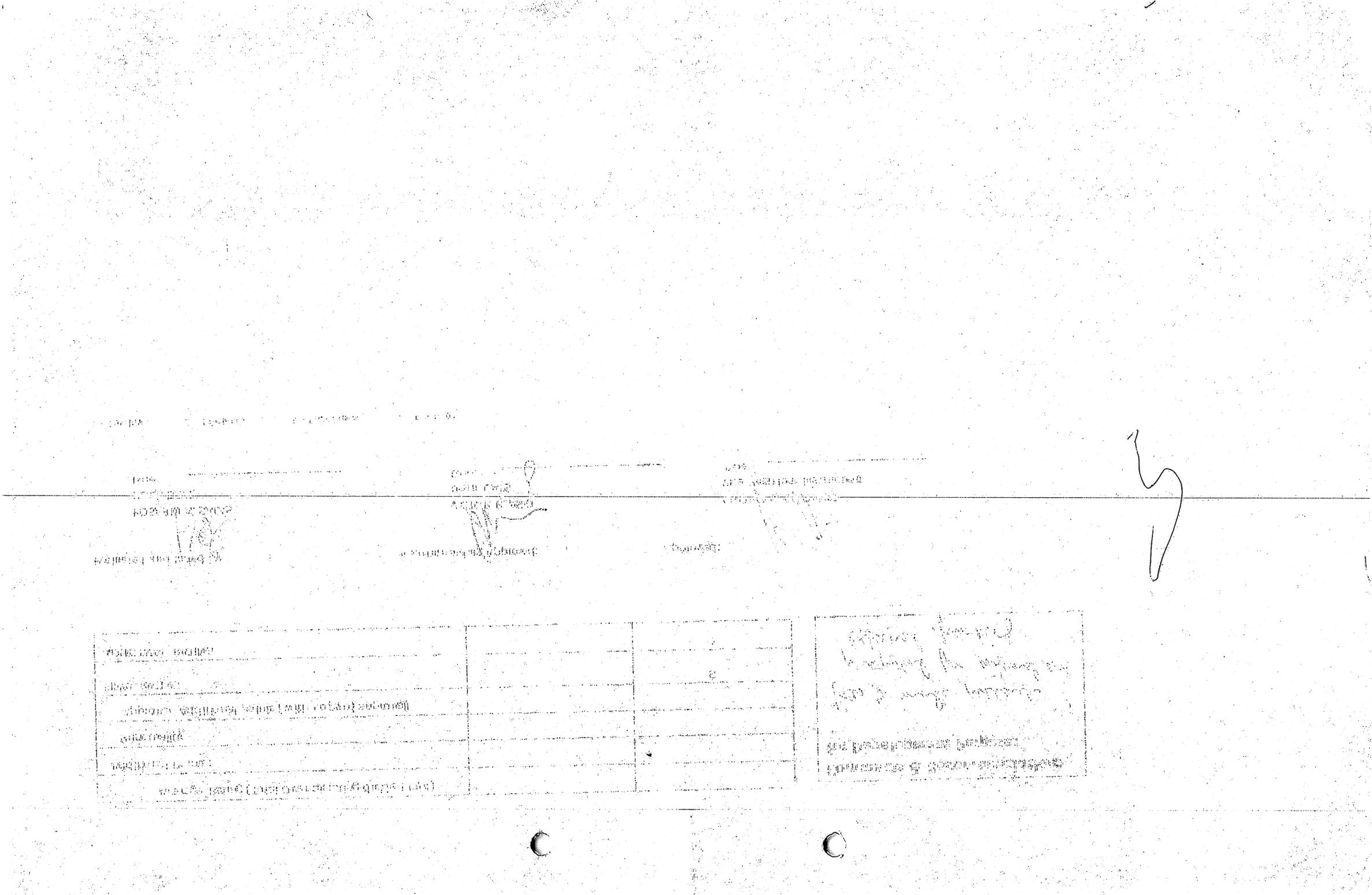

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: SANTOS B. VILLOCINO
Performance Rating: OUSTANDING

Aim: Maintain the Oustanding rating
Proposed Interventions to Improve Performance:
Date: January , 2018 Target Date: December 2018

First Step: Update Instructional Materials (IMs)

Maintain and Improve operation of the managed Ornamental project
Increaseincome by 20% of the STF Ornamental project
Facilitate the processing of documents and deployment of OJT students in Agrostudies Internship Program in Israel
Accept Thesis and Research Advising in Horticulture and VLHS students
Supervise 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)

Maintained and Improved operation of the managed Ornamental project
Increased income by 20% of the STF Ornamental project
Facilitated the processing of documents and deployment of OJT students in Agrostudies Internship Program in Israel
Accepted Thesis and Research Advising in Horticulture and VLHS students
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: January 2019 Target Date: December 2019
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. 2018

Outcome:_____

Final Step/Recommendation:

_____

Prepared by:

ROSARIO A. SALAS
Unit Head

Conforme:

SANTOS B. VILLOCINO
Name of Ratee/Faculty/Staff