


SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Norberto E. Milla, Jr.


Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		$5.00 \times 0.50 = 2.50$	
b. Students (50%)		$4.71 \times 0.50 = 2.335$	
Total for Instruction	80%	4.835	3.868
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		5.00	
Total for Research	5%	5.00	0.25
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)		5.00	
Total for Extension	5%	5.00	0.25
4. Support to Operations	5%	5.00	0.25
5. General Admin. & Support Services	5%	5.00	0.25
TOTAL			4.868

EQUIVALENT NUMERICAL RATING: 4.87
 Add: Additional Points, if any: 0
 TOTAL NUMERICAL RATING: 4.87

ADJECTIVAL RATING: Outstanding

Prepared by: 
NORBERTO E. MILLA, JR.
 Name of Faculty

Reviewed by: 
PAULO G. BATIDOR
 Department Head

Recommending Approval: 
MA. THERESA P. LORETO
 Dean, CAS

Approved: 
BEATRIZ S. BELONIAS
 Vice President Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Norberto E. Milla, Jr., a faculty member of the DEPARTMENT OF STATISTICS commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January - June 2023.

NORBERTO E. MILLA, JR.

Associate Professor

Date: July 24, 2023

Approved:

PAULO G. BATIDOR

Department Head

Date: July 24, 2023

MA.THERESA P. LORETO

College Dean

Date: July 24, 2023

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	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								
	PI 8: Number of graduate students advised *	A2. Number of students advised								
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman								
		As GAC Member								
		A4. Number of students entertained for consultation purposes		1	3	5	5	5	5.00	1 per sem
	PI 9: Number of instructional materials developed *	A5. Number of on-line ready coursewares developed and submitted for review								
On-line ready courseware										
Supplemental learning resources										
Assessment tools										

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
		A 6 : Number of on-line course were reviewed by TRP & edited by MMDC editor								
		A 7 : Number of virtual classroom created and operational								
	PI 10 . Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19								
		Numner of PhD dissertation proposals reviewed for appropriateness of the statistical design	Review the statistical design of PhD dissertation proposals	1	3	5	5	5	5.00	The proposals of (1) Ms. Sheena Lubrio, (2) Francis Largo, and (3) Angelo Francis Atole
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	Taught courses assigned	18	24.85	5	5	5	5.00	
		A10 . Number of grade sheets submitted within prescribed period	Prepared gradesheet and submits on or before deadline	4	5	5	5	4	4.67	1st Sem AY 2022-2023
		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	0	6	5	5	5	5.00	
		A12 . Number of trainings attended related to instruction	Attend mandated trainings							
		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	12	13	5	5	5	5.00	4 long exams per subject
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	15	15	5	5	5	5.00	5 quizzes per subject
		A15 . Number of lab reports and problems sets checked and graded	Checks lab reports and problem sets submitted as required	18	24	5	5	5	5.00	6 problem sets per subject

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						Quality	Efficiency	Timeliness	Average	
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	17	17	5	5	5	5.00	
		A17. Number of students advised on thesis/ field practice/special problem:								
		As Adviser	Advises, and corrects research outline and thesis/SP manuscript	2	6	5	5	5	5.00	
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	2	4	5	5	5	5.00	
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	4	8	5	5	5	5.00	
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	5	5	5	5	5	5.00	
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advises student organizations recognized by USOO							
		A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
	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							
		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.							

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						Quality	Efficiency	Timeliness	Average	
		A 23 : Number of on-line course were reviewed by TRP & edited by MMDC editor	Submits the course were duly reviewed by TRP for editing by MMDC editor							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom							
	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										
	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 *	Conducts research for possible utilization by industry or other beneficiaries							
	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	-	-	-	-	-	
	PI 3. Number of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. Number 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							
		<i>In refereed int'l journals</i>		1	-	-	-	-	-	
		<i>In refereed nat'l/regional journals</i>								

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						Quality	Efficiency	Timeliness	Average	
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	PI 5. Percent of research proposals approved *	A 31. Percentage of research proposals prepared, submitted and approved	Prepares research 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 SERVICES										
	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							
	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							

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
	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	Implements 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	A 40. 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		1	4	5	5	5	5.00	Short trSponsored by VSU GSS, (2) VSU CoN, (2) SSU GSO (4) EVHRDC
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant	Assists in the design and analysis of VSU students thesis and dissertations	2	5	5	5	5	5.00	
	Evaluator	Evaluator	Reviews and evaluates instructional materials in statistics	1	-	-	-	-	-	
	PI 8. Percent of extension proposals approved *	A 41. 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								
UMFO 5. SUPPORT TO OPERATIONS										
	OVPI MFO 4. Program and Institutional Accreditation Services									


MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
	<u>PI 8.</u> 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*	<u>A 44.</u> 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	100% compliant	100% compliant	5	5	5	5.00	
		<u>A 45.</u> Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100%	100%	5	5	5	5.00	
		On program accreditations								
		On institutional accreditations								
UMFO 6. General Admin. & Support Services (GASS)										
	<u>PI 2.</u> Zero percent complaint from clients served	<u>A 46.</u> Customerly friendly frontline services	Provides customer friendly frontline services to clients	0%	0%	5	5	5	5.00	
	<u>PI 3:</u> Additional Outputs	<u>A 47.</u> Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *	Initiates/introduces improvements in performing functions resulting to best practice							
		<u>A 48.</u> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
Total Over-all Rating									89.67	

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						Quality	Efficiency	Timeliness	Average	


Average Rating (Total Over-all rating divided by 4)		4.98
Additional Points:		
Approved Additional points (with copy of approval)		
NUMERICAL RATING		
ADJECTIVAL RATING		
	Final Rating	4.98
	Adjectival Rating	Outstanding

Comments/Suggestions for Improvement:
Consistent excellent performance. Please find post-doctoral fellowship in statistics for your professional development.

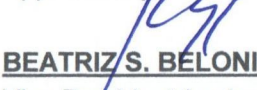
Evaluated & Rated by:


PAULO G. BATIDOR
Department Head
Date: July 24, 2023

Recommending Approval


MA. THERESA P. LORETO
Dean, College of Arts and Sciences
Date: July 24, 2023

Approved by:


BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: July 25, 2023

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Dr. Norberto E. Milla, Jr.

Performance Rating: Outstanding

Aim: Encourage him to make research and extension project proposals.

Proposed Interventions to Improve Performance:

Date:

Target Date: One year from date of intervention

First Step: Make a draft of research proposal

Result: Have a draft of a research proposal for submission

Date:

Target Date: End of AY 2023-2024

Next Step: Submit the final research proposal for approval

Outcome: Research and extension project proposal

Final Step/Recommendation: Instruct him to submit the research/project proposal to the OVPREI for approval and possible funding.

Prepared by:


PAULO G. BATIDOR
Head, DStat

Conforme:


NORBERTO E. MILLA, JR.
Name of Ratee