

Exhibit K

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: **ANA MARQUIZA M. QUILICOT**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.87 x50%= 2.43	
b. Students (50%)		4.50 x50%= 2.25	
Total for Instruction	40%	4.68	1.87
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		4.67x100%=4.67	
Total for Research	30%	4.67	1.40
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)		4.92x100% = 4.92	
Total for Extension	15%	4.92	0.74
4. Administration	15%	5.00	0.75
5. Production	0%	0	0.00
TOTAL			4.76

EQUIVALENT NUMERICAL RATING: **4.76**


Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.86**

ADJECTIVAL RATING: **Outstanding**


Prepared by:

Reviewed by:



ANA MARQUIZA M. QUILICOT
 Name of Faculty


HARVIE P. PORTUGALIZA
 Department Head

Recommending Approval:


HARVIE P. PORTUGALIZA
 OIC College Dean


Approved:


BEATRIZ S. BELONIAS
 Vice President for Academic Affairs

“Exhibit B”

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **ANA MARQUIZA M. QUILICOT**, of the **COLLEGE OF VETERINARY MEDICINE** commits to 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 2023.


ANA MARQUIZA M. QUILICOT
 Ratee

Approved: 
HARVIE P. PORTUGALIZA
 Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO 2. Higher Education Services									
	PI 5: Total FTE, coordinated, implemented and monitored	Teaching	8	38.10	5	5	5	5.00	
	PI 8: Number of students advised:								
	On thesis/ field practice/ special problem	As thesis adviser	4	12	5	5	5	5.00	
	On consultation	As academic adviser or SRC member/chairman	10	20	5	5	5	5.00	
	PI 10: Number of instructional materials developed								
	Number of virtual classrooms created and operationalized	As author/co-author and faculty member handling the course	2	1	5	5	5	5.00	
	Flexible learning materials	As author/co-author and faculty member handling the course	2	1	4	5	5	4.67	
	Assessment tool	As faculty member handling the course	4	4	5	5	4	4.67	
	PI 11: Additional Outputs- No. of instructional materials reviewed	As author and faculty member handling the course	2	2	5	5	5	5.00	
MFO 3 Research Services									
	PI 1: Number of published papers in internationally indexed journals								
	<i>In refereed int'l journals</i>	As author/co-author	1	0	4	5	5	4.67	

	PI 2: Number of research outputs presented in regional/national/int'l for a/conferences	As adviser of the research conducted	-	-					
	PI 9: Number of research outputs in the last three years utilized by the industry or other beneficiaries	As project leader	-	-					
	PI 11: Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year	As author/co-author	1	0	4	5	5	4.67	
	PI 14: Number of research output publication produced/ related technical publication/ Manual produced and distributed	As author/co-author	-	-					
MFO 4 Extension Services									
	PI 1. Number of trainees	As veterinarian	5	8	5	5	5	5.00	
	PI 5. Number of technical services	As veterinarian							
	<i>Resource Persons</i>	As resource person	2	0	5	4	5	4.67	
	PI 13. Number of trainees weighted by the length of training	As expert in the field of veterinary medicine	7.69	8	5	5	5	5.00	
	PI 21: Number of clients assisted in agri-fair, walk in clients, training requests, in-house reviews, trainings and related activities	As expert in the field of veterinary medicine	10	15	5	5	5	5.00	
MFO 6 General Administration and Support Services (GASS)									
	PI 5. Number of meetings (College, department, special, consultation meeting, etc.)								
	Number of meetings (college, department, special, consultation meetings, etc).	As member of the CVM faculty	12	10	5	5	5	5.00	
International Affairs Services									
	Efficient and effective recruitment and collaborative linkages with international institutions	As head of the International Affairs Office	100%	100%	5	5	5	5.00	
	Submission of procurement plan	As head of the International Affairs Office	100%	100%	5	5	5	5.00	
	International students with valid student visas	As head of the International Affairs Office	100%	100%5	5	5	5	5.00	

	Organized activities for international students	As Head of the International Affairs Office	100%	100%	5	5	5	5.00	
Total Over-all Rating								19.49	

Average Rating (Total Over-all rating divided by 4)	19.49	4.87
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose:
optimize targets on research & extension.

Evaluated & Rated by:

Recommending Approval:

Approved by:


HARVIE P. PORTUGALIZA
 Dept/Unit Head


HARVIE P. PORTUGALIZA
 OIC College Dean


BEATRIZ S. BELONIAS
 Vice President

Date: 2/20/2024

Date: 2/20/2024

Date: 02/20/24

1 - Quality

2 - Efficiency

3 - Timeliness

4 - Average

PERFORMANCE MONITORING FORM


Name of Employee: Ana Marquiza M. Quilicot

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1	Teaching	Grade submitted at the end of the semester	August 2023	December 2023	December 2023	Very impressive	Outstanding	Encourage student participation
2	As thesis adviser	Thesis outlines/ approved thesis manuscripts	August 2023	December 2023	December 2023	Very impressive	Outstanding	Students graduate based on their targeted timeline
3	As author/co-author and faculty member handling courses	Online ready courseware, flexible learning materials	August 2023	December 2023	December 2023	Very impressive	Outstanding	None
4	As author/co-author and faculty member handling courses	Assessment tools	August 2023	December 2023	December 2023	Very impressive	Outstanding	None
5	As adviser of research content	Approved thesis outline	August 2023	December 2023	December 2023	Very impressive	Outstanding	None
6	As veterinarian	Communication on animal consultations	August 2023	December 2023	December 2023	Impressive	Outstanding	Improve services offered to clientele
7	As head of the International Affairs Office	Attended meetings for prospective collaborative linkages with international institutions	August 2023	December 2023	December 2023	Very impressive	Outstanding	None

* Either very impressive, impressive, needs improvement, poor, very poor

** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:


HARVIE P. PORTUGALIZA
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: ANA MARQUIZA M. QUILICOT
Performance Rating: OUTSTANDING

AIM: To efficiently deliver Instruction, Research and Extension services to achieve the College targets.

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: July, 2023 **Target Date:** December, 2023

First Step: A normal teaching load (Instruction function) in order to have time for research, extension activities and revision of instructional materials and to devote time as a veterinarian.

Result: A better schedule that will allow time for research, extension, field veterinarian and revision of new Instructional Materials.

Date: October, 2023 **Target Date:** December, 2023

Next Step: To do instruction, research, extension and revision of instructional materials.

Outcome: Submitted research output for publication, engaged in Extension activities and revised Instructional Materials.


Recommendation:

The department/college should recruit additional faculty to cover the load of the K to 12 subjects to de-load existing faculty.

Prepared by:


HARVIE P. PORTUGALIZA
OIC College Dean

Conforme:


ANA MARQUIZA M. QUILICOT
Ratee