

**Exhibit K****SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: Maria Aurora Teresita W. Tabada

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean	12.5%	<del>4.56</del> 4.69	<del>0.57</del> 0.59
b. Students	12.5%	5.0	0.63
Total for Instruction	<b>25%</b>	<b>4.78</b>	<b>1.20</b>
2. Research	17.5%	3.17	0.55
3. Extension	17.5%	4.5	0.79
4. Support/Administration	40%	4.83	1.93
	-	-	-
TOTAL			<del>4.47</del> 4.49

EQUIVALENT NUMERICAL RATING: 4.47 4.49

Add: Additional Points, if any: -


TOTAL NUMERICAL RATING: 4.47 4.49

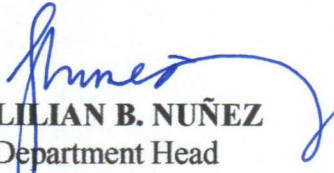
ADJECTIVAL RATING:

**VERY SATISFACTORY**

Prepared by:

Reviewed by:


  
**MARIA AURORA T.W.TABADA**  
Name of Faculty

  
**LILIAN B. NUÑEZ**  
Department Head

Recommending Approval:

  
**MOISES NEIL V. SERIÑO**  
Dean, CME

Approved:

  
**BEATRIZ S. BELONIAS**  
Vice President for Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MARIA AURORA TW TABADA, Head, Gender Resource Center and Faculty member, Institute for Strategic Research and Development Studies, 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 JANUARY - DECEMBER 2023.

Prepared:

MARIA AURORA TERESITA W. TABADA

Associate Professor IV & Head, GRC

Date: 1-18-24

Approved:

LILIAN B. NUNEZ

Director

Date: 1-19-24

MOISES NEIL V. SERINO

College Dean

Date: 1-19-24

DANIEL LESLIE S. TAN

OIC President

Date: 1-22-24

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	Handles subjects/courses assigned	1.2	3.5	5	5	5	5	DSOC 206 DSOC 224 DSOC 205
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	5	7	5	5	5	5	Arabiana, Esperidion, Caparas, Jadina, Lor, Canta, Pilare
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	5	0	3	3	3	3	Was relegated to GAC member since only those with PhDs can act as GAC Chair as per OIC Dean's letter to GACs Director dated March 17, 2023.
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	5	4	4	4	4	Alegria, Amora, Caparas, Lor, and Roca



		<u>A4. Number of students entertained for consultation purposes</u>	Entertains students seeking consultation with faculty	5	12	5	5	5	5	Alegria, Amora, Arabiana, Caparas, Lor, Roca, Mejica, Boja, Lim, Manacpo, Taripe, Tripoli
	<u>PI 9:</u> Number of instructional materials developed *	<u>A5. Number of on-line ready coursewares developed and submitted for review</u>	Converts the existing instructional materials into flexible learning systems							
		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	6	21	5	5	5	5	1 documentary: Beijig on my mind 1 conference on Climate Justice 1 webinar on Layo na pero layo pa 18 reading assignments
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	20	5	5	5	5	14 reflection papers 3 midterm exam 3 final exams 2 research/policy paper
		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		1	4	4	4	4	DSOC 206 for review
	<u>PI 10. Additional outputs:</u>	<u>A 8. Other outputs implementing the new normal due to covid 19</u>	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>										
<b>OVPI UMFO 3. Higher Education Management Services</b>										
	<u>PI 5:</u> Total FTE, coordinated, implemented and monitored *	<u>A9. Actual Faculty's FTE</u>	Handles and teaches courses assigned		8.1	5	5	5	5	SCOI 11 (Gender & Society)

		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline		1	4	4	4	4	
		<b>A11.</b> 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							
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings							
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught		270	5	5	5	5	3 long exams 2 term exams
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab							
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required		14	5	5	5	5	2 group assignments with 7 groups
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic advisor to students							
		<b>A17.</b> Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript							
		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades		5	5	5	5	5	
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USOO							



		<u>A20</u> . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
	<u>PI 10</u> : Number of instructional materials developed *	<u>A 21</u> : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel		1	5	5	5	5	SCOI 11 Gender and Society Learning Guide Module 4: Global Commitments and National Mandates on Gender Equality
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof		8	5	5	5	5	7 reading assignments 1 video clip on SOGIESC
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught		7	5	5	5	5	3 long exams. 2 term exams 2 group workshops/presentations
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
		<u>A 23</u> : 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							
		<u>A 24</u> : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							
	<u>PI 11</u> . Additional outputs	<u>A 25</u> . 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							
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 3 . RESEARCH SERVICES</b>										
	<b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	<b>A27.</b> 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	3	3	3	3	1) Gender, Climate, and Disaster Resilience Project (GCDR) 2) GAD Studies in support to VSU's Mandate
	<b>PI 2.</b> Number of research outputs completed within the year *	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research project within the year	0	3	5	5	5	5	1) Conference on Climate Justice for Gender-Responsive and Resilient Communities on March 17, 2023 2) Fieldwork & notes with Brgy. Kantagnos officials on March 18, 2023 3) Paper presentation "From GAD to GEDSI: Learning from 20 Years Experience in Caring for Victims of Sexual Harassment in the University"
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (%) *	<b>A 29.</b> 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							
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>		1	0	1	1	1	1	
	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences							

Reporting done.



		<i>In int'l fora/conferences</i>		1	1	3	3	3	3	1) ISA XX World Conference of Sociology
		<i>In nat'l/regional fora/conferences</i>		1	3	5	5	5	5	1) NIA Convergence Forum on February 1, 2023 "Risk Governance and Resilience Building: The Case of Sand Mining in Leyte, Philippines" 2) 2023 Mining Summit on May 11, 2023 The Case for Responsible Mining in Eastern Visayas: the view from the academe 3) Paper presenter Women's and Gender Studies Association of the Philippines Annual International Conference 2023
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	90%	30%	2	2	2	2	Presented proposal for policy brief on sand mining for VICARP funding: Policy Study on Impacts of Sand Mining on Food Security and Climate Resilience in Eastern Visayas
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)								
		<b>A 33.</b> 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							
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		<b>A 35.</b> 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										
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> 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	3	12	4	4	4	4	1) Board of Investments - National Copper Technical Working Group (member) 2) Bantay Kita-Publish What You Pay Inc 3) Regional GAD Committee VIII 4) National Gender Resource Pool 6) LGU Ormoc Resilience Council 7) BOI Regional Copper TWG: SubTWG on Development Concerns 8) National Irrigation Administration Region VIII 9) Mines & Geosciences Bureau Region VIII 10)ST. Scholastica's College - GAD Program 11) Women's and Gender Studies Association of the Philippines (WSAP) 12) Asian Universities Digital Resources Network (AUDRN)
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implements duly approved extension projects	1	1	4	4	4	4	Resilient LGU Program
	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> 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		100%	4	4	4	4	Average ratings 4-5 with 5 as highest rating.



	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		3	26	5	5	5	5	1) Training-Workshop on the Crafting of the VSU Integrated High School Handbook 31 March 2023 VSUIHS VSU Anti-Sexual Harassment Policy 2) BiPSU ClosinPanilahan River g Program for NWM 29 March 2023 Creating gender equal and socially inclusive universities 3) Why Gender matters... for PCC 23 March 2023 4) GENDER Matters in the University: Proposals for Consideration of the PASUC VIII Board 15 June 2023 and RGADC VIII (2) 5) Creating gender equal and socially inclusive senior high schools Baybay City Senior High School 22 Mar 2023 6) Workshop for the Formulation of the Panilahan River REhabilitation Plan 7-10 March 2023 7) GBEST GAD Training ATI 20 April 2023 8)Gender Orientation Seminar for Pre-deployment of Students (13) seminars CE/DA/DSS/IHK/Econ/CVM/DBM/CAS/

									CET/Econ/Forestry/Dev Com 9) GBSH Orientation for Barangay Officials & Habal-habal Drivers' Associations on July 17. 10) Candidates Forum for Brgys. Pangasugan, Marcos, and Patag on Oct 26-28 (3) 11) Sugat: Stories and Science for Sustainability (Episode 8.2 Women in the academe) Arete ADMU	
	Convenor/Organizer	Convenor/Organizer		1	5	5	5	5	5	1) "Layo na, apan Layo pa: conversations for a Gender Equal and Socially inclusive university" on March 11, 2023 2) Conference on Climate Justice for Gender-responsive and resilient communities 3) ISA XX World Conference of Sociology RC 46 Session on Community Resilience Innovations in Food Security and Health: Towards Resilient Recovery from the COVID-19 Pandemic 4) Asia-Pacific Sociological Association 2023 Conference on July 2-4, 2023 (online) 5) 2nd Global Thematic Social Forum on Mining and Extractives Economy on Oct 17-19, 2023 (VSU Hub/online)
	Consultancy	Consultant								
	Evaluator	Evaluator								
		Newsletter editor			2	5	5	5	5	International Sociological Association Research Committee 46 newsletter (Jan-Mar 2023, April-June 2023)



	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
	<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>									
	<b>PI 8.</b> 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*	<b>A 44.</b> 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							
		<b>A 45.</b> Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools							
		On program accreditations								
		On institutional accreditations		1	2	5	5	5	5	1) Chair, THE Impact Rankings WG SDG 5 2) Member, QS Star Assessment Task Force on Inclusiveness

UMFO 6. General Admin. & Support Services (GASS)									
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients						
		Functional GRC	BOR-approved University GAD Agenda	1	0.9	5	5	4	4.7
			BOR-approved GRC institutionalization plan	1	0.3	5	4	4	4.33
			Implementation of activities in the GPB	90%	90.12%	5	5	5	5
			GAD database established	1	1	5	5	5	5
			Technical assistance provided	1	6	5	5	5	5
		Functional ASHU	BOR-approved Anti-Sexual Harassment Rules and Regulations	1	0.75	3	3	3	3
			SH complainants assisted	1	19	5	5	5	5

Lacks final write up and presentation to GFPS & UADCO; final workshop postponed due to conflict of schedules of Planning Team members

With proposed structure and staffing pattern; to incorporate proposed VSU Gender Policy For 2nd semester output

Based on OPCR & GPB 2023 implementation (73 out of 81 targets accomplished).

Database content and procedures established. System will be linked to existing databases.

1) Mentoring of EVSU GAD Office on how to improve their 2022 GAD Accomplishment Report reviewed by the PCW  
 2) GSO for Security Personnel on Jul 31-Aug 1.  
 3) VSU Student On-boarding Aug 16.  
 4) DTHM ASH Orientation on Nov 14  
 5) GST for VSU Isabel faculty & staff on Nov 28  
 6) GMEF & GAD Agenda Training for PPA Western Leyte-Biliran Office on Dec 1-4

Draft completed for presentation to stakeholders  
 Draft for system wide-consultations

SH complaints 02 - 09



		No of affidavits prepared	1	15	5	5	5	5	SH complaint 04 - 3 affidavits SH complaint 05 - 8 affidavits SH complaint 06 - 1 affidavit SH complaint 07 - 1 affidavit SH complaint 08 - 2 affidavit SH complaint 09 - 1 affidavit
		Other responsibilities		2	5	5	5	5	1) 2022 GAD Accomplishment Report submitted on time on the PCW GMMS 2) Permanent Alternate, RGADC VIII (hosted/organized 4th Qtr meeting @ VSU on October 10)
	PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *							
		A 48. Other outputs implementing the new normal due to Covid 19	Initiates/introduces improvements in performing functions resulting to best practice						
			Designs administration/ management related activities and other outputs to implement new normal						
	Total Over-all Rating							<del>26.458</del> 26.708 f	

Average Rating(Total Over-all rating divided by 4)	<del>4.41</del> 4.45 f
Additional Points	=
Approved additional points(with copy of approval)	
FINAL RATING	<del>4.41</del> 4.45 f
ADJECTIVAL RATING	VS

Comments & Recommendations for Development
Prove the plan to go on substantial.

Evaluated & Rated by:

LILIAN B. NUNEZ

Director, ISRDS

Date: 1-19-24

DANIEL LESLIE S. TAN

OIC President

Date: 1-22-24

Recommending Approval:

MOISES NEIL V. SERINO

Dean, CME

Date: 1-19-24

BEATRIZ S. BELONIAS

Vice President, Academic Affairs

Date: 1/30/24

Approved by:

DANIEL LESLIE S. TAN

OIC President

Date: 1/31/24

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: MARIA AURORA TERESITA W. TABADA

Performance Rating: \_\_\_\_\_

Aim: To go on sabbatical during the year to recharge and regain good health

Proposed Interventions to Improve Performance:

Date: January 8, 2024

Target Date: May 31, 2024

First Step:

Accomplish leave application form for endorsement by the ISRDS Personnel Committee.  
Process corresponding requirements like clearance form.  
Properly turn over responsibilities (instruction, research, extension, and GRC administration) to appropriate staff.

Result:

Sabbatical application submitted to higher approving bodies. Clearance on process

Date: June 1, 2024

Target Date: June 30, 2024

Next Step:

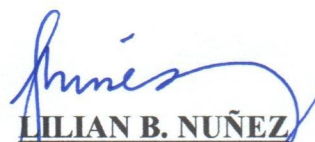
Mentor staff who are taking over the employee's responsibilities.

Outcome: Employee is all set for sabbatical by July 2024 and staff members are ready to handle their additional responsibilities.


Final Step/Recommendation:

Give adequate time for sabbatical application to ensure that the process does not become stressful.

Prepared by:

  
**LILIAN B. NUÑEZ**  
Unit Head

Conforme:

  
**MARIA AURORA TERESITA W. TABADA**  
Ratee