

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **HARVIE P. PORTUGALIZA**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.97x50%= 2.49	
b. Students (50%)		4.00x50%= 2.00	
Total for Instruction	40%	4.49	1.80
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		5.00 x100%= 5.00	
Total for Research	30%	5.00	1.50
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)		5.00 x100% = 5.00	
Total for Extension	15%	5.00	0.75
4. Administration	15%	4.92	0.74
5. Production	0%	0	0.00
TOTAL			4.79


EQUIVALENT NUMERICAL RATING: **4.79**

Add: Additional Points, if any:

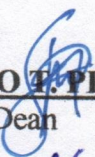
TOTAL NUMERICAL RATING: **4.79**ADJECTIVAL RATING: **Outstanding**

Prepared by:

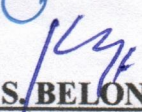
Reviewed by:


HARVIE P. PORTUGALIZA
Name of Faculty
SANTIAGO T. PEÑA, JR.
Department Head

Recommending Approval:


SANTIAGO T. PEÑA, JR.
College Dean

Approved:


BEATRIZ S. BELONIAS
Vice President for Academic Affairs

“Exhibit B”

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **HARVIE P. PORTUGALIZA**, 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 January to June 2022.

HARVIE P. PORTUGALIZA

Ratee

Approved:

SANTIAGO T. PEÑA, JR.

Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
Higher Education Services	PI 5. FTE	As course in-charge/ Instructor.	4	46.8	5	5	5	5.00	
	PI 8. Number of students advised:								
	Thesis/field practice/special problem	As an adviser/ assistant thesis adviser/ thesis committee member of thesis/field practice/special problem.	1	4	5	5	5	5.00	
	No. of approved manuscript submitted within prescribed period	As a thesis adviser/assistant thesis adviser/ thesis committee member.	1	4	5	5	5	5.00	
	On consultation	As an academic adviser/faculty member.	2	10	5	5	5	5.00	
	PI 10. Number of instructional materials developed:								
	Number of virtual classrooms created and operationalized	As course in-charge/ Instructor.	1	1	5	5	5	5.00	
	Flexible instructional materials	As course in-charge/ Instructor.	1	2	5	5	5	5.00	
	Assessment tools	As course in-charge/ Instructor.	2	3	5	4	5	4.67	
	PI 11. Additional outputs								
Research Services	PI 3. Number of research outputs published/ accepted in internationally-referred journal	As a faculty member with research function.	1	1	5	5	5	5.00	
	PI 16: Number of research proposals submitted/reviewed for internal funding	As a faculty member with research function.	1	1	5	5	5	5.00	
	PI _: Number of research proposals approved for funding	As a faculty member with research function.	1	1	5	5	5	5.00	
Extension Services	PI 4. Number of beneficiaries served	As a field veterinarian and extension project component/study leader.	36	251	5	5	5	5.00	

	PI 5. Number of technical/ expert services							
	Peer reviewers/ panelists	As a reviewer in the field of veterinary medicine and allied field.	1	4	5	5	5	5.00
	PI 11. Additional output							
	Expert/technical services rendered (training, referral, consultation, disease diagnosis and other relevant activities, target)	As an expert in the field of veterinary medicine.	1	2	5	5	5	5.00
General Admin. & Support Services (GASS)	PI 6. Additional Outputs							
	Number of planning sessions, tracking and monitoring of targets attended or assisted to ensure attainment of college/department targets	As faculty member	5	10	5	5	5	5.00
	Number of regular and committee meetings attended	As faculty member	6	7	5	5	5	5.00
	Number of committee activities completed	As faculty member and member of duly-approved CVM standing committee	1	1	5	5	5	5.00
	Number of Best practices/new initiatives in college administration replicated/benchmarked by other colleges/other agencies	As content contributor	1	1	5	5	5	4.67
Total Over-all Rating								19.88

Average Rating (Total Over-all rating divided by 4)	19.88/4	4.97
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.97
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose:

Capitalize on your recent project. Pursue the opening of the CVM - VFA

Evaluated & Rated by:

Recommending Approval:

Approved by:

SANTIAGO T. PEÑA, JR.
Dept/Unit Head

SANTIAGO T. PEÑA, JR.
College Dean

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

Date: 8/14/2022

Date: 8/14/2022

Date: 8/14/2022

1 – Quality

2 – Efficiency

3 – Timeliness

4 – Average

PERFORMANCE MONITORING FORM

Name of Employee: Harvie P. Portugaliza

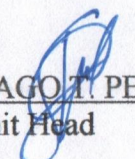
Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/ Recommendation
1	Instruction	Developed and updated VSUEE for VPar 101 (Veterinary Entomology and Protozoology); Prepared pre-recorded presentations and module; administered and checked output and exams; submission of grades.	January 3, 2022	February 15, 2022 (Start of Classes) April 6, 2022 (Midterm Exams) June 6, 2022 (Final Exams)	February 10, 2022 April 1, 2022 June 1, 2022	Very impressive	Outstanding	
2	Advising/reviewing student's thesis outline and manuscript	Approved thesis outline and manuscript	June 1, 2022	June 29-30, 2022	June 27, 2022	Very Impressive	Outstanding	
3	Academic advising and student consultations	Assisted student in solving specific academic concerns	January 3, 2022	June 30, 2022	June 30, 2022	Very impressive	Outstanding	
4	Creating virtual classroom and instructional materials	VSUEE VPar 101; OBE; TOS; Instructional	January 3, 2022	February 15, 2022	February 10, 2022	Very impressive	Outstanding	

		workbook; laboratory exercises						
5	Reviewing instructional materials as a member of the IMS committee	Review and approved IMS for selected veterinary courses	February 26, 2022	March 15, 2022	March 15, 2022	Very impressive	Outstanding	
6	Research Publication	Poster presentation of research output at the national level	January 3, 2022	June 30, 2022	June 30, 2022	Very impressive	Outstanding	
7	Extension services	Consult, diagnose, treat, and vaccinate animals as field veterinarian, and member of CVM extension projects	February 1, 2022	June 30, 2022	June 30, 2022	Very impressive	Outstanding	
8	Peer-reviewer in a scientific journal	Reviewed scientific articles	January 3, 2022	June 30, 2022	June 30, 2022	Very impressive	Outstanding	
9	Assisting college administrative works as a the head of DVCS and college committees	Notice of the meetings, minutes of the meetings, committee reports, drafted letters and proposals.	January 3, 2022	June 30, 2022	June 30, 2023	Very impressive	Outstanding	

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

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

Prepared by:


SANTIAGO T. PEÑA, JR.
Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: HARVIE P. PORTUGALIZA
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: January, 2022 Target Date: June, 2022

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: March, 2022 Target Date: June, 2022

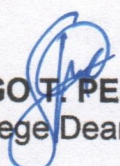
Next Step: To do instruction, research, extension and revision of instructional materials.

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

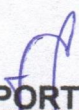
Recommendation:

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

Prepared by:


SANTIAGO T. PEÑA, JR.
College Dean

Conforme:


HARVIE P. PORTUGALIZA
Ratee