

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **GINA A. DELIMA**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean	40%	4.55	1.81
b. Students	10%	4.00	.40
Total for Instruction	50%	4.28	
2. Research	25%	5.0	1.25
3. Extension	20%	4.6	0.92
4. Administration	5%	4.55	0.23
TOTAL			4.61 ^



EQUIVALENT NUMERICAL RATING: 4.61

Add: Additional Points, if any: --

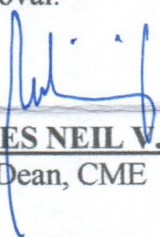
TOTAL NUMERICAL RATING: 4.61ADJECTIVAL RATING: **Outstanding**

Prepared by:


Reviewed by:


GINA A. DELIMA
Name of Faculty
LILIAN B. NUÑEZ
Department Head

Recommending Approval:


MOISES NEIL V. SERIÑO
Dean, CME


Approved:



BEATRIZ S. BELONIAS
Vice President- Academic Affairs

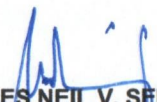
"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, GINA A. DELIMA, a faculty member of the INSTITUTE FOR STRATEGIC RESEARCH & 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 JULY to DECEMBER 2022.


GINA A. DELIMA
 Instructor II
 Date: Jan 6, 2023

Approved:

LILIAN B. NUÑEZ
 Department Head
 Date: Jan. 6, 2023


MOISES NEIL V. SERIO
 College Dean
 Date: Jan. 25, 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										4.4
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE		2	3	4.5	4.5	4.5	4.5	DSOC 244, DSOC 252, DSOC 299
	PI 8: Number of graduate students advised *	A2. Number of students advised		2	3	5	5	5	5	Sylvan Suyom (MLAM), Caroline Amante (MS DevSoc), Neriza Degorio (MS Econ)
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	3	4.5	4	4	4.2	Sylvan Suyom (MLAM), Caroline Amante (MS DevSoc), Neriza Degorio (MS Econ)

		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	10	12	45	45	45	45	1) Kristine Suyom, 2) Sylvan Suyom, 3) Janis Claire Canta, 4) Paul Alegria, 5) Caroline Amante, 6) Kevin Lagat, 7) Merry Jane Caparas, 8) LJ Lor, 9) Naputo, 10) Carolyn Lodevico, 11) Neriza Degorio, 12) Hadassah
	PI 9: Number of instructional materials developed *	A5 . Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems	3	3	45	45	45	45	DSOC 244, 247, 252
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	3	3	45	45	45	45	DSOC 252, 247, 244
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	12	12	45	45	45	45	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	3	3	4	4	4	4	
		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	0						
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	3	3	4	4	4	4	
	PI 10 . Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	0						
UMFO 2. HIGHER EDUCATION SERVICES										(4.7)
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	2	2	45	5	5	48	SOC111, SCOI 11

		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	4	5	5	5	5	Soci11: 2 , Soci11 -2
		A11. 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	3	5	5	5	5	5	
		A12. Number of trainings attended related to instruction	Attend mandated trainings	5	6	5	5	5	5	Graduate OBE-syllabus, Turnitin Refresher, Circular Economy (CME sponsored), Cybersafe Practices Massive Open Online Course, Faculty on-boarding, Land-Use Training,
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	3	4	4.5	4.5	4.5	4.5	Soci (midterm, finals); SOCIO finals; Socio midterm 1st sem 2022-2023
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	0		5				
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	30	66	5	5	5	5	Soci and Soci Reflection papers
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	0		4.5				
		A17. Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	0						
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	0	1	4.5	4.5	4.5	4.5	Nathaniel Noya (BS Econ)
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	30	30	4.5	4.5	4.5	4.5	

	PI 9: Number of student organizations advised/assisted *	A19: Number of Student organizations advised	Advises student organizations recognized by USOO	0						
		A20: Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	0						
	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	2	2	4	4	4	4	Moodle/VSUEE
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	0						
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10	12	4.5	4.5	4.5	4.5	SCOI-11, SOCI-11
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	4	5	4.5	4.5	4.5	4.5	SCOI-11, SOCI-11
		A 23 : 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 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	2	4.5	4.5	4.5	4.5	Soci11, Soci11
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:		0						
		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										5.0
	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	0						
	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	1	5	5	5	5	Ongoing: DRR, More than just food
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. 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	1	1	5	5	5	5	another paper from the master thesis
		In refereed int'l journals		1	1	5	5	5	5	another paper from the master thesis
		In refereed nat'l/regional journals								
	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 for a/conferences	1	1	5	5	5	5	In Belgian Universities
		In int'l fora/conferences		1	1	5	5	5	5	In Belgian Universities
		In nat'l/regional fora/conferences								
	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	1	1	5	5	5	5	More than Just Food
	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	0	1	5	5	5	5	Reviewed manuscript submitted to "Review of Socio-Economic Research and Development Studies." (VISERDAC Journal)
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output	0						

		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	0							
UMFO 4. EXTENSION SERVICES											4.6
	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	2	2	45	45	45	45		BDC, LRLGU
	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	5	5	5	5	5	5		BDC BOD - review of Business Continuity Plan
	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	2	2	45	45	45	45		BDC, LRLGU
	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	80%							
	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		0		4					
	Peer reviewers/Panelists	Peer reviewers/Panelists		0		5					

	Resource Persons	Resource Persons		0	0	4	4	4	4	
	Convenor/Organizer	Convenor/Organizer		0						
	Consultancy	Consultant		0						
	Evaluator	Evaluator		0						
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	1	1	5	5	5	5	BDC
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *		0						
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	0						
UMFO 5. SUPPORT TO OPERATIONS										46
OVPI MFO 4. Program and Institutional Accreditation Services										
	PI 8. 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*	A 44. 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	2	2	5	5	5	5	Syllabus, TOS
		A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	1	1	45	45	45	45	DevSOC Accreditation, ISO Audit docs (TOS, Syllabus, Minutes of Meetings)
		On program accreditations		1	1	4	4	4	4	DevSOC Accreditation

		On institutional accreditations								
		Contribute to the Internationalization goal of VSU		1	2	5	5	5	5	Continued the partnership with KU Leuven, support the MOU signing with Hasselt University,
UMFO 6. General Admin. & Support Services										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	0						
	PI 3: Additional Outputs	A 47. 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	0						
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal	0						
		A.49 Prepare and send-out minutes of meeting of the Institute		4	4	4	4	4	4	Email minutes of meeting to all ISRDS staff
		A.50 Designated as OIC Director		3	3	5	5	5	5	
Total Over-all Rating			27.79							

Average Rating(Total Over-all rating divided by 4)	4.63
Additional Points	
Approved additional points(with copy of approval)	
FINAL RATING	4.63
ADJECTIVAL RATING	Outstanding

Comments & Recommendations for Development

Purposes:

Improve graduate studies.

Evaluated & Rated by:

LILIAN B. NUÑEZ

Department Head

Date: Jan. 6, 2023

Recommending Approval

MOISES NEIL V. SERINO

Dean, CME

Date: Jan. 25, 2023

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: Jan. 24, 2023

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: GINA A. DELIMA

Performance Rating: 4.61

Aim: To earn a Ph.D. degree in (Development) Sociology

Proposed Interventions to Improve Performance:

Date: January 3, 2023

Target Date: March 31, 2023

First Step:

Apply for scholarship in universities in the country or abroad.

Result:

Scholarship application submitted to universities of interest

Date: June 31, 2023

Target Date: August 31, 2023

Next Step:

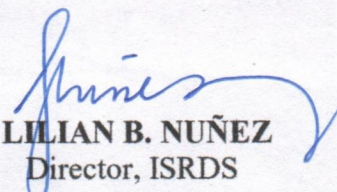
If a scholarship is granted, prepare for study leave including the turning over of IRE responsibilities to other staff

Outcome: Pursuit of PhD studies in Ph.D. Sociology for 3-4 years

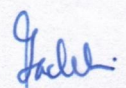
Final Step/Recommendation:

Take a study leave for 3-4 years to earn a Ph.D. degree in (Development) Sociology.

Prepared by:


LILIAN B. NUÑEZ
Director, ISRDS

Conforme:


GINA A. DELIMA
Ratee