

**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%)		4.95x50%= 2.47	
b. Students (50%)		3.67x50%= 1.84	
Total for Instruction	40%	4.31	1.72
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		5.00x100%=5.00	
Total for Research	30%	5.00	1.50
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
<b>TOTAL</b>			<b>4.71</b>


EQUIVALENT NUMERICAL RATING: **4.71**

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.71**ADJECTIVAL RATING: **Outstanding**

Prepared by:

Reviewed by:

  
**ANA MARQUIZA M. QUILICOT**  
Name of Faculty  
**HARVIE P. PORUTALIZA**  
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, **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 2022.

**ANA MARQUIZA M. QUILICOT**  
Ratee

Approved:

**HARVIE P. PORTUGALIZA**  
Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
MFO 2. Higher Education Services									
	PI 5: Total FTE, coordinated, implemented and monitored	Teaching	3	32.70	5	5	5	5.00	
	PI 8: Number of students advised:								
	On thesis/ field practice/ special problem	As thesis adviser	2	9	5	5	5	5.00	
	On consultation	As academic adviser or SRC member/chairman	8	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	1	1	5	4	5	4.67	
	Flexible learning materials	As author/co-author and faculty member handling the course	1	1	5	4	5	4.67	
	Assessment tool	As faculty member handling the course	2	4	5	5	5	5.00	
	PI 11: Additional Outputs- No. of instructional materials reviewed	As author and faculty member handling the course	1	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	0	0	-	-	-	-	Accomplished (Jan-June)
	<b>PI 2:</b> Number of research outputs presented in regional/national/int'l for a/conferences	As adviser of the research conducted	0	1	5	5	5	5.00	
	<b>PI 9:</b> Number of research outputs in the last three years utilized by the industry or other beneficiaries	As project leader	0	0	-	-	-	-	Accomplished (Jan-June)
	<b>PI 11:</b> Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year	As author/co-author	0	0	-	-	-	-	Accomplished (Jan-June)
	<b>PI 14:</b> Number of research output publication produced/ related technical publication/ Manual produced and distributed	As author/co-author	0	0	-	-	-	-	Accomplished (Jan-June)
<b>MFO 4 Extension Services</b>									
	<b>PI 1.</b> Number of person -days trained weighted by the length of training	As veterinarian	8	125	5	5	5	5.00	
	<b>PI 5.</b> Number of technical services								
	<i>Resource Persons</i>	As resource person	2	2	5	4	5	4.67	
	<b>PI 13.</b> Number of trainees weighted by the length of training	As expert in the field of veterinary medicine	8	125	5	5	5	5.00	
	<b>PI 21:</b> 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	19	50	5	5	5	5.00	
<b>MFO 6 General Administration and Support Services (GASS)</b>									
	<b>P1 5.</b> Number of meetings (college, department, special, consultation meetings, etc).	As member of the CVM faculty	10	20	5	5	5	5.00	
	<b>International Affairs Services</b>								
	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	
<b>Total Over-all Rating</b>								<b>19.82</b>	


<b>Average Rating (Total Over-all rating divided by 4)</b>	<b>19.82/4</b>	<b>4.95</b>
<b>Additional Points:</b>		
<b>Approved Additional points (with copy of approval)</b>	<b>XX</b>	
<b>FINAL RATING</b>		<b>4.95</b>
<b>ADJECTIVAL RATING</b>		<b>Outstanding</b>

<b>Comments &amp; Recommendations for Development Purpose:</b>  <i>Need more research</i>
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Evaluated & Rated by:

  
HARVIE P. PORTUGALIZA  
 Dept/Unit Head  
 Date: 2/14/2023

Recommending Approval:

  
SANTIAGO T. PEÑA, JR.  
 Dean/Director  
 Date: 2/14/2023

Approved by:

  
BEATRIZ S. BELONIAS  
 Vice President  
 Date: 2/16/2023

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	July 2022	Dec. 2022	Dec. 2022	Very impressive	Outstanding	Encourage student participation
2	As thesis adviser	Thesis outlines/ approved thesis manuscripts	July 2022	Dec. 2022	Dec. 2022	Very impressive	Outstanding	None
3	As author/co-author and faculty member handling courses	Online ready courseware, flexible learning materials	July 2022	Dec. 2022	Dec. 2022	Very impressive	Outstanding	None
4	As author/co-author and faculty member handling courses	Assessment tools	July 2022	Dec. 2022	Dec. 2022	Very impressive	Outstanding	None
5	As adviser of research content	Approved thesis outline	July 2022	Dec. 2022	Dec. 2022	Very impressive	Outstanding	None
6	As veterinarian	Communication on animal consultations	July 2022	Dec. 2022	Dec. 2022	Impressive	Outstanding	Improve services offered to clientele
7	As head of the International Affairs Office	Attended meetings for prospective collaborative linkages with international institutions	July 2022	Dec. 2022	Dec. 2022	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, 2022 **Target Date:** December, 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:** October, 2022 **Target Date:** December, 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:

  
**ANA MARQUIZA M. QUILICOT**  
Ratee