

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%= 2.48	
b. Students (50%)		5.00x50%= 2.50	
Total for Instruction	40%	4.98	1.99
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		4.87 x100%= 4.87	
Total for Research	30%	4.87	1.46
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%	5.00	0.75
5. Production	0%	0	0.00
TOTAL			4.95

EQUIVALENT NUMERICAL RATING: **4.95**

Add: Additional Points, if any:

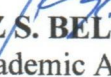
TOTAL NUMERICAL RATING: **4.95**ADJECTIVAL RATING: **Outstanding**

Prepared by:

Reviewed by:


HARVIE P. PORTUGALIZA

Name of Faculty


BEATRIZ S. BELONIAS
VP for Academic Affairs

Recommending Approval:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

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 **July 1, 2023** to **December 31, 2023**.


HARVIE P. PORTUGALIZA
Ratee

Approved:


BEATRIZ S. BELONIAS

Head of Unit
2-20-2024

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 a course in-charge / CVM faculty.	10	12.50	5	5	5	5.00	
	PI 8. Number of students advised:								
	On thesis/ field practice/special problem	As an adviser/ assistant thesis adviser/ thesis committee member of thesis/field practice/special problem.	1	10	5	5	5	5.00	
	No. of approved manuscript submitted within prescribed period	As a thesis adviser/assistant thesis adviser/ thesis committee member.	1	1					
	On consultation	As an academic adviser/faculty member.	20	50	5	5	5	5.00	
	PI 10. Number of virtual classrooms created and operationalized.	As a course in-charge.	1	1	5	5	5	5.00	
	PI 11. Additional outputs								
	Number of instructional materials reviewed	AS a member of IMs committee.	4	5	5	5	5	5.00	
Research Services	PI 3. Number of research outputs published in internationally-referred or CHED recognized journal within the year	As a faculty member with research function.	1	1	5	4	4	4.33	
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	As a faculty member with research function.	1	2	5	5	5	5.00	

	PI 13. Number of research collaboration/partnership with LGUs		As a faculty member with research function.	1	2	5	5	5	5.00	
	PI 14. Number of research output publication produced/ related technical publication/Manual produced & distribution		As a faculty member with research function.	1	1	5	5	5	5.00	
	PI. 28. Number of VSU faculty researchers/staff attended IP related trainings and seminars (local/national/international trainings/conference)		As a faculty member with research function	1	1	5	5	5	5.00	
Extension Services	PI 1. Number of trainees		As an extension project component/study leader.	15	26	5	5	5	5.00	
	PI 4. Number of beneficiaries served (Individuals)		As an extension project component/study leader.	30	28	5	5	5	5.00	30 beneficiaries served reflected in Jan-June 2023 IPCR
	PI 5. Number of technical/expert services									
		Peer reviewers/ panelists	As a reviewer in veterinary medicine and allied fields.	1	4	5	5	5	5.00	
		Resource Persons	As an expert in specific veterinary medicine topics.	1	1	5	5	5	5.00	
	PI 13. Number of trainees weighted by the length of training.		As an extension project component/study leader.	7.69	26	5	5	5	5.00	
	PI 21. Number of clients assisted in agri-fair, walk-in clients, training requests, in-house review, training and related activities		As an extension project component/study leader.	30	28	5	5	5	5.00	40 clients assisted reflected in Jan-June 2023 IPCR
Support to Operations	PI 3. Number of coaching sessions among department heads, faculty & staff		As department head of DVCS.	2	2	5	5	5	5.00	
	PI 5. Number of regular executive committee meetings conducted <i>and attended</i> .		As department head of DVCS and chairman of college committees.	12	13	5	5	5	5.00	
Total Over-all Rating									19.87	

Average Rating (Total Over-all rating divided by 4)	19.87/4	4.97
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.97
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose:

Very hardworking. keep it up!

Evaluated & Rated by:

[Signature]
BEATRIZ S. BELONIAS
 Dept/Unit Head

Date: 2/20/2024

Recommending Approval:

[Signature]
BEATRIZ S. BELONIAS
 Vice President for Academic Affairs

Date: 2/20/2024

Approved by:

[Signature]
BEATRIZ S. BELONIAS
 Vice President for Academic Affairs

Date: 2/20/2024

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 VPAT 103, VPBH 101, VCLN 106; Prepared pre-recorded presentations and module; administered and checked output and exams; submission of grades.	July 1, 2023	August 15, 2023 (Start of Classes) October 9, 2023 (Midterm Exams) December 6, 2023 (Final Exams)	August 15, 2023 August 15, 2023 August 15, 2023	Impressive	Very Satisfactory	
2	Advising/reviewing student's thesis outline and manuscript	Approved thesis outline and manuscript	August 15, 2023	December 29, 2023	December 20, 2023	Impressive	Very Satisfactory	
3	Academic advising and student consultations	Assisted student in solving specific academic concerns	August 7, 2023	August 15, 2023	August 15, 2023	Very impressive	Outstanding	
5	Reviewing OBE and TOS as a member of the IMS committee	Review and approved IMS for selected veterinary courses	July 1, 2023	August 15, 2023	August 15, 2023	Very impressive	Outstanding	

6	Research outputs presented in fora/conferences	Poster and oral presentation of research outputs at the regional and national level	July 1, 2023	December 29, 2023	December 20, 2023	Very impressive	Outstanding	
7	Research publication	Published article in peer-reviewed journal	July 1, 2023	December 29, 2023	December 20, 2023	Very impressive	Outstanding	
8	Extension services	Veterinary Medical Mission: consult, diagnose, treat, and vaccinate animals as field veterinarian, and member of CVM extension projects	July 1, 2023	December 29, 2023	December 20, 2023	Very impressive	Outstanding	
9	Serve as a peer-reviewer in a scientific journal	Reviewed scientific articles	July 1, 2023	December 29, 2023	December 20, 2023	Very impressive	Outstanding	
10	Execute and supervise college administrative works	Meeting, planning, acted on documents, etc.	July 1, 2023	December 29, 2023	December 20, 2023	Impressive	Very satisfactory	

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

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

Prepared by:

BEATRIZ S. BELONIAS

Unit Head

02 / 20 / 24

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: 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: July, 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/approved Instructional Materials.

Recommendation:

The department should recruit additional faculty members to avoid the excess workload of the existing faculty members.

Prepared by:


BEATRIZ S. BELONIAS
VP for Academic Affairs

College Dean

Conforme:


HARVIE P. PORTUGALIZA
Ratee