

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: CATHERINE C. ARRADAZA

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		5x50%= 2.50	
b. Students (50%)		4.33x50% = 1.73	
Total for Instruction	40%	4.23	1.69
2. Research			
a. Client/Dir. for Research (50%)		5 x 50% = 2.5	
b. Dept. Head/Center Director (50%)		5 x 50% = 2.5	
Total for Research	30%	4.4	1.5
3. Extension			
a. Client/Dir. for Extension (50%)		5.0 x 50%) = 2.5	
b. Dept Head/Center Director (50%)		5.0 x 50% = 2.5	
Total for Extension	15%	5	0.75
4. Administration	15%	5	0.75
5. Production	n/a		
TOTAL			4.69

EQUIVALENT NUMERICAL RATING: 4.69

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.69

ADJECTIVAL RATING: Outstanding

Prepared by:

CATHERINE C. ARRADAZA

Name of Faculty

Reviewed by:

ROSARIO A. SALAS

Department Head

Recommending Approval:

VICTOR B. ASIO

Dean/Director

Approved:

BEATRIZ S. BELONIAS

Vice President

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: CATHERINE C. ARABADA

Program/Involvement	Personnel # (1) (2)	Rating (3) (4)	Final Rating (5) (6)
1. Extension			
a. Head (50%)		3.00 x 50% = 1.50	
b. Staff (50%)		4.00 x 50% = 2.00	
Total for Extension	40%	4.00	1.60
2. Research			
a. Director for Research (50%)		4.00 x 50% = 2.00	
b. Dept. Head/Coord. Director (50%)		4.00 x 50% = 2.00	
Total for Research	30%	4.00	1.20
3. Extension			
a. Director for Extension (50%)		3.00 x 50% = 1.50	
b. Dept. Head/Coord. Director (50%)		3.00 x 50% = 1.50	
Total for Extension	12%	3.00	0.36
4. Administration			
5. Instruction			
TOTAL			4.34

EQUIVALENT NUMERICAL RATINGS:  
 Add: Additional Points, if any:  
 TOTAL NUMERICAL RATING:

4.60  
 4.60

ADDITIONAL RATING:

Outstanding

Reviewed by:

Prepared by:

ROSARIO A. SALAS  
 Department Head

CATHERINE C. ARABADA  
 Name of Faculty

Recommending / Approval:

VICTORIA ASIO  
 Department Head

Approved:

HELEN S. DELONIA  
 Vice President

Visayas State University  
OFFICE OF THE VICE PRESIDENT FOR INSTRUCTION  
Visca, Baybay City, Leyte

**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (IPCR)**

I, CATHERINE ARRADAZA, Assistant Professor, 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, 2018.

CATHERINE ARRADAZA

Ratee

Date: \_\_\_\_\_

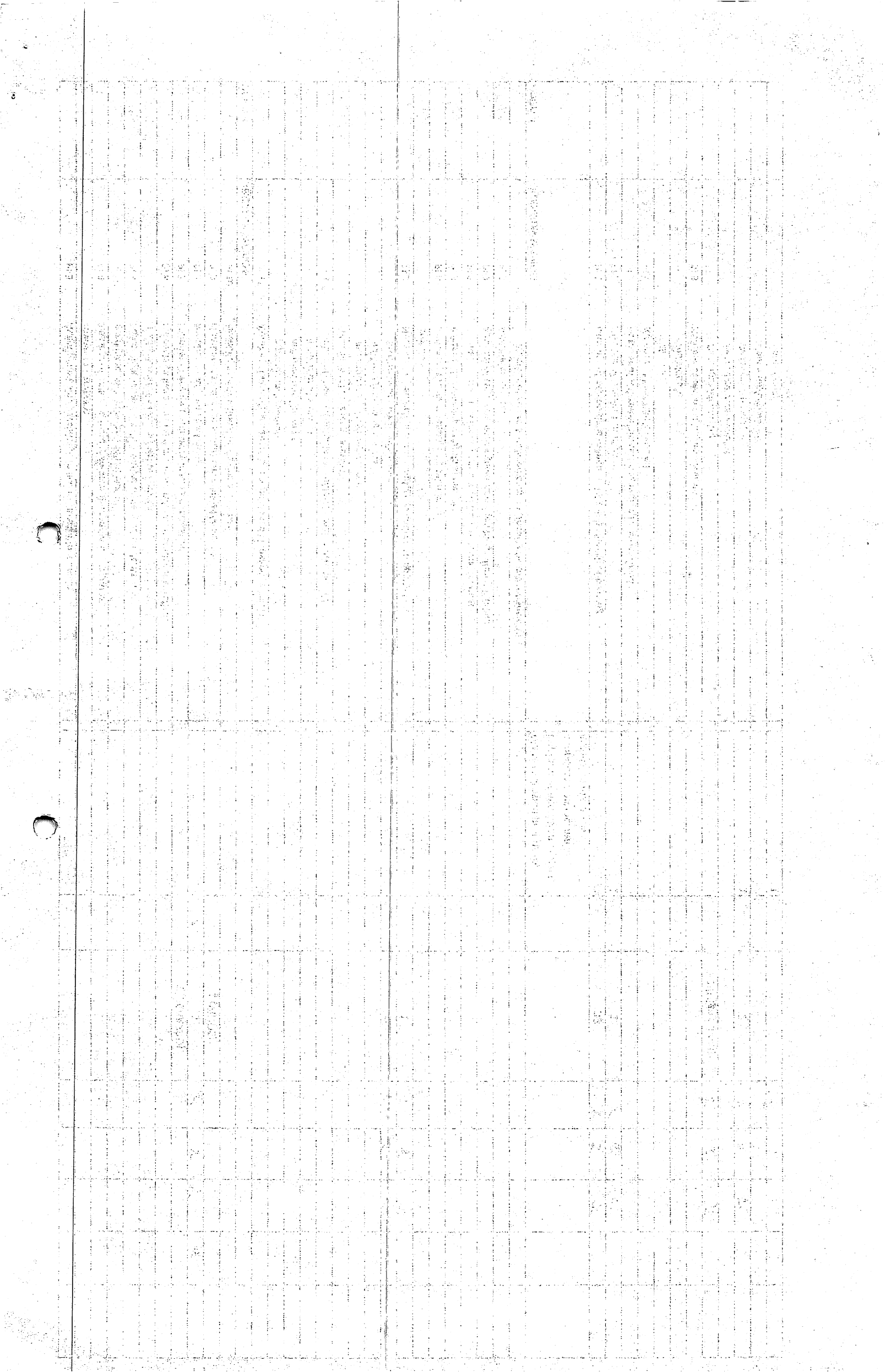
ROSARIO A. SALAS, Ph.D.

Head, DOH

Date: \_\_\_\_\_

MFOs and Performance indicators	Success Indicator (SI)	Task Assigned	Target						Remark
				Actual Accom-plishment	Quality	Efficiency	Timeliness	Average	
MINIMUM PIs PER MFO FOR ACADEMIC DEPARTMENT'S OPCR									
UFMO 1	ADVANCED EDUCATON SERVICES								
	OVPI MFO 1 Graduate Degree Program Management Services	Advise grad. Students							
	PI 1 Graduate deree program monitored								
	PI 2* Total Graduate FTE monitored		1	4 (1 PhD advisee; 1 PhD GAC member + 2 MS GAC member)	5	5	5	5	
	PI 3. Percentage increase in number of graduate students enrolled								
	PI 4 Percentage increase in number of graduate students who								
	OVPI MFO 2 Graduate Student Managemet Services								
	PI 1 Number of graduate students awarded with scholarships/ assistantships								
	PI 2 Percentage of graduate students awarded with scholarship/ assistantship who graduated within the prescribed period								
	PI 3 Number of graduate students awarded with honor/distinction upon graduation								
	PI 4 Number of graduate students advised								
UMFO 2	HIGHER EDUCATION SERVICES	Teach undergraduate courses and advise thesis students		Taught graduate & undergraduate courses					
	OVPI MFO 1 Curriculum Program Management Services								
	PI 1* Total Undergraduate FTE monitored		6	6	5	5	5	5	
	PI 2 Number of undergraduate curricular programs compliant to CMO approved and offered								

	PI 3	Averaged passing percentage in licensure examinations in mandated program									
	PI 4	Number of undergraduate graduates in mandated programs graduated within the prescribed period									
	PI 5	Percentage increase in the number undergrad students who graduated within the prescribed period									
	PI 6	Percentage increase in the number undergrad students enrolled									
	PI 7	Number of academe/industry linkage established			1 (PCAARRD)						
	PI 8	Number of students advised	6	6	5	5	5	5			
	PI 9	Number of student organizations advised/assisted		1 (VIHOS)							
	PI 10	Number of instructional materials developed									
UMFO 3	RESEARCH SERVICES										
	PI 1*	Number of published papers in internationally indexed journals									
		<i>refereed int'l journals</i>									
		<i>refereed nat'l journals</i>									
		<i>institutional journals</i>									
	PI 2*	Number of research outputs presented in regional/national/international for a/conferences									
		<i>international for a/conferences</i>									
		<i>national for a/conferences</i>									
		<i>institutional for a/conferences</i>		1	5	5	5				
	PI 3	Number of research projects conducted and/or completed on scheduled		1	5	5	5				
	PI 4	Number of research proposals submitted									
	PI 5	Percent of research proposals approved									
	PI 6	Amount of research money generated from external funding									
	PI 7	Amount of research money generated from institutional funding									
	PI 8	Additional outputs									
		<i>Number of research-related awards (faculty &amp; student/faculty)</i>									
UMFO 4	EXTENSION SERVICES			Make extension proposals, implement extension project, coconduct training, make extension materials							
	PI 1	Number of person-days trained weighted by length of training	32	32	5	5	5				
	PI 2	Number of trainings conducted	1	1	5	5	5				
	PI 3	Number of IEC materials/technoguides developed/used									
	PI 4	Number of beneficiaries served									
		<i>Groups</i>									
		<i>Individuals</i>									
	PI 5	Number of technical/expert services									
		<i>Research Mentoring</i>		1 (High school)	5	5	5				
		<i>Peer reviewers/Panelist</i>									
		<i>Resource Persons</i>	1	2	5	5	5				
		<i>Convenor/Organizer</i>									
		<i>Consultancy</i>	1	1	5	5	5				




[illegible]

	PI 2	Additional Outputs/Best Practices									
		TOTAL OVER-ALL RATING		5							
		AVERAGE RATING		5							
		ADJECTIVAL RATING		5							


\* on per capita basis

Evaluated and rated by:

  
ROSARIO A. SALAS  
Head, DOH


Date: \_\_\_\_\_

Recommending Approval:

  
VICTOR B. ASIO  
Dean, CAFS

Date: \_\_\_\_\_

Approved by:

  
BEATRIZ S. BELONIAS  
Vice President for instruction

Date: \_\_\_\_\_

Comments & Recommendations  
for Development purposes

Keep up the Good work

Legend: 1- Quality 2 - Efficiency 3- Timeliness 4 - Average

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EMPLOYEE DEVELOPMENT PLAN

Name of Employee: CATHERINE C. ARRADAZA

Performance Rating: OUTSTANDING

Aim: Maintain the outstanding rating

Proposed Interventions to Improve Performance: \_\_\_\_\_

Date: January 2018 Target Date: December 2018

First Step:

- To supervise and monitor all ViHOS organization activities.
- To actively participate in all department, college and university activities.
- To write and submit scientific paper for publication in refereed journal.
- To attend and participate in trainings/seminars/scientific forums.
- To prepare reports for projects.
- Maintain and improve the Plant Tissue Culture laboratory.
- Advise students (highschool, undergraduate, graduate).

Result:

- Supervised and monitored all ViHOS organization activities.
- Participated in all department, college and university activities.
- Has written and submitted scientific papers for publication.
- Attended and participated in trainings/seminars/scientific forums.
- Prepared quarterly and annual reports for projects.
- Maintained and improved the Plant Tissue Culture laboratory.
- Advised students (highschool, undergraduate, graduate).

Date: January 2019 Target Date: December 2019

Next Step:

- To supervise and monitor all ViHOS organization activities
- To actively participate in all department, college and university activities.
- To submit and publish scientific paper in refereed journal.
- To attend and participate in trainings/seminars/scientific forums.
- To prepare reports for projects.
- Manage the Plant Tissue Culture laboratory.
- Advise students (highschool, undergraduate, graduate).

Outcome: \_\_\_\_\_


Final

Step/Recommendation: \_\_\_\_\_

Prepared by:

  
ROSARIO A. SALAS  
Unit Head

Conforme:

  
CATHERINE C. ARRADAZA  
Name of Ratee Faculty/Staff