



**Exhibit K****SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: Norberto E. Milla

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		$4.88 \times 50\% = 2.44$	
b. Students (50%)		$5.00 \times 50\% = 2.50$	
Total for Instruction	85%	4.94	4.20
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research			
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)		$5.00 \times 100\% = 5.00$	
Total for Extension	5%	5.00	0.25
4. Support to Operations	5%	5.00	0.25
5. General Admin. & Support Services	5%	5.00	0.25
TOTAL			4.95

EQUIVALENT NUMERICAL RATING: 4.95  
Add: Additional Points, if any: 0  
TOTAL NUMERICAL RATING: 4.95

ADJECTIVAL RATING: **Outstanding**


Prepared by:   
**NORBERTO E. MILLA**  
Name of Faculty

Reviewed by:   
**VIRGELIO M. ALAO**  
Department Head

Recommending Approval:

  
**MA. THERESA P. LORETO**  
Dean, CAS


Approved:

  
**BEATRIZ S. BELONIAS**  
Vice President Academic Affairs


"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Norberto E. Milla, a faculty member of the DEPARTMENT OF STATISTICS commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January - June 2021.

  
**NORBERTO E. MILLA**  
 Associate Professor III  
 Date:

Approved:   
**VIRGELIO M. ALAO**  
 Department Head  
 Date:

  
**MA.THERESA P. LORETO**  
 College Dean  
 Date: 11/25/2021

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										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE								
	PI 8: Number of graduate students advised *	A2. Number of students advised								
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman								
		As GAC Member								



		Supplemental learning resources								
		Assessment tools								
		A 6 : Number of on-line course were reviewed by TRP & edited by MMDC editor								
		A 7 : Number of virtual classroom created and operational								
	<b>PI 10</b> . Additional outputs:	<u>A 8. Other outputs implementing the new normal due to covid 19</u>								
		Numner of PhD dissertation proposals reviewed for appropriateness of the statistical design	Review the statistical design of PhD dissertation proposals	1	2	5	5	5	5.00	Marjorie Lication-PhD (AnSc)i; Grace Sarmiento-PhD (Horti)
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>										
<b>OVPI UMFO 3. Higher Education Management Services</b>										
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	Handles and teaches courses assigned (Stat 122 & Stat 136 in the 2nd Sem of AY 2020-2021, Stat 121 & Stat 131 in the 1st Sem of AY 2021-2022)	18	13.55	5	5	5	5.00	
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	2	5	5	4	4.67	Stat 122 and Stat 136
		<b>A 11.</b> 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	0	0	-	-	-	-	
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings							
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subiects taught	6	8	5	5	5	5.00	4 long exams in Stat 122 & 4 in Stat 136
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	16	9	4	4	4	4.00	5 quizzes in Stat 122 and 4 in Stat 136
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	11	5	5	5	5.00	5 lab reports in Stat 136 and 6 for Stat 122
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic adviser to students	12	12	5	5	5	5.00	12 academic advisees

		<b>A17 . Number of students advised on thesis/ field practice/special problem:</b>								
		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript							
		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript							
		<b>A18 . Number of students entertained for consultation purposes</b>	Entertains students consulting on subject taught, thesis and grades	5	8	5	5	5	5.00	Consultation about their problems sets and quizzes
	<b>PI 9: Number of student organizations advised/ assisted *</b>	<b>A19 . Number of Student organizations advised</b>	Advises student organizations recognized by USOO							
		<b>A20 . Number of Student organizations assisted on student related activities</b>	Assists student organizations in implementing student related activities							
	<b>PI 10: Number of instructional materials developed *</b>	<b>A 21 : Number of on-line course ware developed and submitted :</b>	Prepares and submits for review by the Technical Review Panel	1	2	5	5	4	4.67	Stat 122 & Stat 136 for the 2nd Sem of AY 2020-2021
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	1	2	5	5	5	5.00	Stat 122 & Stat 136 for the 2nd Sem of AY 2020-2021
		<i>Supplemental learning resources</i>	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	2	15	5	5	5	5.00	8 supplemental vidoes for Stat 122 and 7 for Stat 136
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	27	5	5	5	5.00	15 for Stat 122 and 12 for Stat 136
		<b>A 23 : Number of on-line course ware reviewed by TRP &amp; edited by MMDC editor</b>	Submits the course ware duly reviewed by TRP for editing by MMDC editor	1	2	5	5	4	4.67	Stat 122 & Stat 136
		<b>A 24 : Number of virtual classroom created and operational</b>	Creates virtual classroom using either Moddle or Google Classroom	1	2	5	5	5	5.00	Stat 122 & Stat 136



	<b>PI 11.</b> Additional outputs	<b>A 25.</b> Number of Additional output accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	1	1	5	5	5	5.00	AACUP Level 1 evaluation of BSS program April 2021
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 3 . RESEARCH SERVICES</b>										
	<b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	<b>A27.</b> 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							
	<b>PI 2.</b> Number of research outputs completed within the year *	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research project within the year							
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29.</b> 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							
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>								
	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							

	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)							
		<b>A 33.</b> 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						
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output						
		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal						
<b>UMFO 4. EXTENSION SERVICES</b>									
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> 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						
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer						
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implementes duly approved extension projects						



	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> 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							
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	Research Mentoring	Research Mentor								
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant	Assists in the design and analysis of VSU students thesis and dissertations	2	4	5	5	5	5.00	Licatan (PhD), Sarmiento (PhD), Madrona (DVM), and Generalao (DVM)
	Evaluator	Evaluator	Reviews and evaluates instructional materials in statistics	1	0	-	-	-	-	
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
	<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>									

	<b>PI 8.</b> 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*	<b>A 44.</b> 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	100% compliant	Zero non-conformity	5	5	5	5.00	
		<b>A 45.</b> Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100%	100% compliant	5	5	5	5.00	
		On program accreditations								
		On institutional accreditations								
<b>UMFO 6. General Admin. &amp; Support Services</b>										
	<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients	0%	Zero % complaint	5	5	5	5.00	
	<b>PI 3:</b> Additional Outputs	<b>A 47.</b> 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							
		<b>A 48.</b> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
<b>Comments/Suggestions for Improvement:</b>  <i>Keep up the good work.</i>				<b>Total Over-all Rating</b>					93.00	
				<b>Average Rating</b>					4.89	
				<b>Adjectival Rating</b>					O	

Evaluated & Rated by:

**VIRGELIO M. ALAO**

Department Head

Date:

Recommending Approval

**MA. THERESA P. LORETO**

Dean,

Date:

*11/25/2021*

Approved by:

**BEATRIZ S. BELONIAS**

Vice President for Academic Affairs

Date: