

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%)		4.86x50%= 2.43	
b. Students (50%)		4.00x50%= 2.00	
Total for Instruction	40%	4.43	1.77
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		4.67x100%=4.67	
Total for Research	30%	4.67	1.40
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)		5.00x100% = 5.00	
Total for Extension	15%	5.00	0.75
4. Administration	15%	4.87	0.73
5. Production	0%	0	0.00
TOTAL			4.65


EQUIVALENT NUMERICAL RATING: **4.65**

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.65**

ADJECTIVAL RATING: **Outstanding**

Prepared by:


ANA MARQUIZA M. QUILICOT
Name of Faculty

Reviewed by:


EUGENE B. LAÑADA
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 2021.


ANA MARQUIZA M. QUILICOT
 Ratee

Approved: 
EUGENE B. LAÑADA
 Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO 2. Higher Education Services	PI 5: Total FTE, coordinated, implemented and monitored	Teaching	4	10.60	5	5	5	5.00	
	PI 8: Number of students advised:								
	On thesis/ field practice/ special problem	As thesis adviser	0	11	5	5	5	5.00	
	No. of approved manuscript submitted within prescribed period	As thesis adviser, SRC member/chairman, and/or department head	0	3	5	5	5	5.00	
	On consultation	As academic adviser or SRC member/chairman	2	15	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	5	4	4.67	
	Flexible learning materials	As author/co-author and faculty member handling the course	1	1	5	5	4	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	0	2	5	5	4	4.67	
MFO 3 Research Services	PI 2: Number of research outputs completed within the year	As adviser of the research conducted	0	2	5	5	4	4.67	
MFO 4 Extension Services	PI 2. Number of trainees weighted by the length of training	As veterinarian	63	-	-	-	-	-	No formal training conducted due to the pandemic
	PI 5. Number of technical services								
	Peer reviewers/ Panelists	As resource person to PVMA National Convention 2020	0						
	PI 11. Additional outputs Expert/technical services rendered (training, referral, consultation, disease diagnosis and other relevant activities, target)	As expert in the field of veterinary medicine	1	2	5	5	5	5.00	
MFO 6 General Administration and Support Services (GASS)	Number of regular and committee meetings attended	As member of the CVM faculty	6	31	5	5	5	5.00	
	Number of activities attended and organized by committee	As member/chairman of the duly approved CVM standing committees	1	3	5	5	5	5.00	
	Number of Best practices/new initiatives in College administration replicated/benchmarked by other Colleges/other agencies	As content contributor	1	1	5	4	4	4.33	
	International Affairs Services								
	Efficient and effective recruitment and collaborative	As head of the International Affairs	100%	100%	5	5	5	5.00	


	linkages with international institutions	Office							
	Submission of procurement plan	As head of the International Affairs Office	100%	100%	5	5	5	5.00	
Total Over-all Rating								19.42	

Average Rating (Total Over-all rating divided by 4)	19.42/4	4.86
Additional Points:		
Approved Additional points (with copy of approval)	XX	
FINAL RATING		4.86
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose:

Do more research activities

Evaluated & Rated by:


EUGENE B. LAÑADA
 Dept/Unit Head

Date: _____

Recommending Approval:


SANTIAGO T. PEÑA, JR.
 Dean/Director

Date: _____

Approved by:


BEATRIZ S. BELONIAS
 Vice President

Date: _____

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	August 2021	December 2021	January 2022	Very impressive	Outstanding	Encourage student participation
2	As thesis adviser	Thesis outlines/ approved thesis manuscripts	August 2021	December 2021	January 2022	Very impressive	Outstanding	None
3	As author/co-author and faculty member handling courses	Online ready courseware, flexible learning materials	August 2021	December 2021	January 2022	Very impressive	Outstanding	None
4	As author/co-author and faculty member handling courses	Assessment tools	August 2021	December 2021	January 2022	Very impressive	Outstanding	None
5	As adviser of research content	Approved thesis outline	August 2021	December 2021	January 2022	Very impressive	Outstanding	None
6	As veterinarian	Communication on animal consultations	August 2020	December 2021	December 2021	Impressive	Outstanding	Improve services offered to clientele
7	As head of the International Affairs Office	Attended meetings for prospective collaborative linkages with international institutions	August 2020	December 2021	December 2021	Very impressive	Outstanding	None

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

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

Prepared by:


EUGENE B. LAÑADA
 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, 2021 Target Date: December, 2021

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, 2021 Target Date: December, 2021

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 those who are on study leave and the K to 12 subjects to de-load existing faculty.

Prepared by:


SANTIAGO T. PEÑA, JR.
College Dean

Conforme:


ANA MARQUIZA M. QUILICOT
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