

## 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 (100%)		4.92 x100%= 4.92	
b. Students (0%)			
Total for Instruction	40%	4.92	1.97
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%)		4.84x100% = 4.84	
Total for Extension	15%	4.84	0.73
4. Administration	15%	5.00	0.75
5. Production	0%	0.00	0.00
<b>TOTAL</b>			<b>4.95</b>

EQUIVALENT NUMERICAL RATING: 4.95

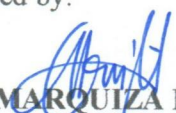
Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.95

ADJECTIVAL RATING: Outstanding

Prepared by:

Reviewed by:

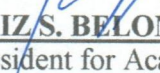
  
**ANA MARQUIZA M. QUILICOT**  
Name of Faculty

  
**SANTIAGO D. PEÑA, JR.**  
Department Head

Recommending Approval:

  
**SANTIAGO D. PEÑA, JR.**  
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 accomplishments in accordance with the indicated measures for the period **July to December 2020**.

  
**ANA MARQUIZA M. QUILICOT**

Ratee

Approved:

  
**SANTIAGO T. PEÑA, JR.**

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>	
<b>MFO 2. Higher Education Services</b>	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored	Teaching	10	26.50	5	5	5	5.00	
	<b>PI 8:</b> Number of students advised:								
	On thesis/ field practice/ special problem	As thesis adviser	2	8	5	5	5	5.00	
	No. of approved manuscript submitted within prescribed period	As thesis adviser, SRC member/chairman, and/or department head	1	-	5	5	5	5.00	
	On consultation	As academic adviser or SRC member/chairman	3	20	5	4	5	4.67	
	<b>PI 10:</b> Number of instructional materials developed								
	On-line ready courseware	As author/ co-acuthor and faculty member handling the course	1	1	5	5	5	5.00	
	Flexible learning materials	As author/co-author and faculty member handling the course	1	1	5	5	5	5.00	
	Assessment tool	As faculty member handling the course	1	1	5	5	5	5.00	
	<b>PI 10:</b> Number of virtual classrooms created and operationalized	As author and faculty member handling the course	1	2	5	4	5	4.67	
<b>MFO 3 Research Services</b>	<b>PI 2:</b> Number of research outputs completed within the year	As adviser of the research conducted	1	-	5	5	5	5.00	

<b>MFO 4 Extension Services</b>	<b>PI 5. Number of technical services</b>								
	Peer reviewers/Panelists	As paper reviewer	1	1	5	5	5	5.00	
	Consultancy	As veterinarian	1	2	5	4	5	4.67	
<b>MFO 6 General Administration and Support Services (GASS)</b>	<b>PI 3. Number of coaching sessions among department heads, faculty and staff</b>	As department head	2	2	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	
		As department head	2	2	5	5	5	5.00	
<b>Total Over-all Rating</b>								19.56	

<b>Average Rating (Total Over-all rating divided by 4)</b>	<b>19.76/4</b>	<b>4.94</b>
<b>Additional Points:</b>		
<b>Approved Additional points (with copy of approval)</b>	<b>XX</b>	
<b>FINAL RATING</b>		<b>4.94</b>
<b>ADJECTIVAL RATING</b>		<b>Outstanding</b>

**Comments & Recommendations for Development Purpose:**

*Continue w/ your research endeavor*

Evaluated & Rated by:

**SANTIAGO TIPEÑA, JR.**

Dept/Unit Head

Date:

*3/12/2021*

Recommending Approval:

**SANTIAGO TIPEÑA, JR.**

College Dean

Date:

*3/12/2021*

Approved by:

**BEATRIZ S. BELONIAS**

Vice President for Academic Affairs

Date:

*4/30/21*

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 2020	March 2021	March 2021	Very impressive	Outstanding	Encourage student participation
2	As thesis adviser	Thesis outlines/ approved thesis manuscripts	August 2020	March 2021	March 2021	Very impressive	Outstanding	None
3	As SRC chairman and department head	Approved thesis manuscripts	August 2020	March 2021	March 2021	Impressive	Outstanding	None
3	As author/co-author and faculty member handling courses	Online ready courseware, flexible learning materials	August 2020	March 2021	March 2021	Very impressive	Outstanding	None
4	As author/co-author and faculty member handling courses	Assessment tools	August 2020	March 2021	March 2021	Very impressive	Outstanding	None
5	As adviser of research content	Approved thesis outline	August 2020	March 2021	March 2021	Very impressive	Outstanding	None
9	As veterinarian	Communication on animal consultations	August 2020	March 2021	March 2021	Impressive	Outstanding	Improve services offered to clientele
10	As department head	Filled out performance monitoring and coaching journal and other documents	August 2020	March 2021	March 2021	Very impressive	Outstanding	None
11	As head of the	Attended meetings	August 2020	March	March 2021	Very	Outstanding	None

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
	International Affairs Office	for prospective collaborative linkages with international institutions		2021		impressive		

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

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

Prepared by:

  
SANTIAGO T. PEÑA, JR.  
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 2020 Target Date: December 2020

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 2020 Target Date: December 2020

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:

Conforme:

  
ANA MARQUIZA M. QUILICOT  
Ratee

  
SANTIAGO T. PEÑA, JR.  
College Dean