

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **GINA A. DELIMA**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean	35%	4.393	1.538
b. Students	35%	4	1.4
Total for Instruction	70%	4.197	2.938
2. Research	10%	3.25	0.325
3. Extension	15%	4.3	0.645
4. Administration	5%	4.75	0.2375
TOTAL			4.145


EQUIVALENT NUMERICAL RATING: 4.145

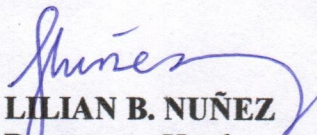
Add: Additional Points, if any: --

TOTAL NUMERICAL RATING: 4.145ADJECTIVAL RATING: **Very Satisfactory**

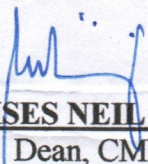
Prepared by:

Reviewed by:

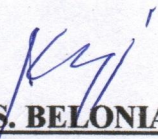

GINA A. DELIMA
Name of Faculty


LILIAN B. NUÑEZ
Department Head

Recommending Approval:


MOISES NEIL V. SERIÑO
Dean, CME

Approved:


BEATRIZ S. BELONIAS
Vice President- Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, GINA A. DELIMA, a faculty member of the INSTITUTE FOR STRATEGIC RESEARCH & DEVELOPMENT STUDIES, commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JANUARY TO JUNE 2022.

GINA A. DELIMA
Instructor II
Date: July 6, 2022

Approved: *LILIAN B. NUÑEZ*
Department Head
Date: *July 10, 2022*

MOISE S NEIL V. SERIÑO
College Dean
Date: *7/29/22*

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										4.056
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles the ff courses: (1) 2nd Sem SY 2020-2021 (Jan-June); (2) 1st sem SY 2021-2022 (July - Dec 2020)	2	0	1	1	1	1	no enrollment in the graduate courses handling
	PI 8: Number of graduate students advised *	A2. Number of students advised		2	2	5	5	5	5	Sylvan Suyom, Caroline
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	1		1	1	1	1	

		<u>A4</u> . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	10	8	5	5	5	5	1) Kristine Suyom, 2 Sylvan Suyom, 3) Janis Claire Canta, 4) Pau Alegria, 5) Caroline Amarte, 6) Kevin Lagat, 7) Merry Jane Caparas, 8) LJ Lor
	<u>PI 9</u> : Number of instructional materials developed *	<u>A5</u> . Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems	3	3	5	5	5	5	DSOC 244, 247, 25
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	3	2	4.5	4.5	4.5	4.5	DSOC 252, 247
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	12	6	5	5	5	5	to be updated
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	3	3	5	5	5	5	
		A 6 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor	0						
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	3	3	5	5	5	5	
	<u>PI 10</u> . Additional outputs:	<u>A 8</u> . Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	0						
UMFO 2. HIGHER EDUCATION SERVICES										4.73
OVPI UMFO 3. Higher Education Management Services										
	<u>PI 5</u> : Total FTE, coordinated, implemented and monitored *	<u>A9</u> . Actual Faculty's FTE	Handles and teaches courses assigned	2	2	5	5	5	5	SOCI11, SCOI 11

	A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	3	4	4	4	4	Soci11: 2 , Soci11 -1
	A11 . 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	3	5	5	5	5	5	
	A12 . Number of trainings attended related to instruction	Attend mandated trainings	5	4	5	5	5	5	Graduate OBE-s /labus, Turnitin Refreshers, Circular Economy / (CME sponsored), Cybersafe Practices, Massive Open Online Course
	A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	3	3	5	5	5	5	Soci (midterm, finals); SOCIO finals
	A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	0						
	A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	30	30	5	5	5	5	Soci Reflection papers
	P18 : Number of students advised: *	A16 . Number of students advised: Acts as academic adviser to students	0						
	A17 . Number of students advised on thesis/ field practice/special problem:								
	As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	0						
	As SRC Member	Advises and corrects research outline and thesis/SP manuscript	0						
	A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	30	30	5	5	5	5	

	PI 9: Number of student organizations advised/ assisted *	A19: Number of Student organizations advised	Advises student organizations recognized by USOO	0						
		A20: Number of Student organizations assisted on student related activities	Assist's student organizations in implementing student related activities	0						
	PI 10: Number of instructional materials developed *	A21: Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	2	2	5	5	5	5	Moodle/VSUEE
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	0						
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10	5	4	4	4	4	SCO11
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	4	4	4	4	4	4	
		A23: Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor							
		A24: Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	2	5	5	5	5	Scoi11, Socif1
	PI 11: Additional outputs	A25: Number of Additional outputs accomplished:		0						
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		A26: Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							

13.25	
-------	--

UMF 3. RESEARCH SERVICES									
PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A27. 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	0						3.25
PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year	1	02	3	3	3	3	1 - DRR, 1-More than just food
PI 3. Percentage of research outputs published in internationally-referenced or CHED recognized journal within the year (2%) *	A 29. Percentage of research outputs published in internationally-referenced or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication	1	0	3	3	3	3	On-going for More than Just Food research
	In referee int'l journals								
	In referee nat'l/regional journals		1		2	2	2	2	On-going for More than Just Food research, Chapter in a book publication
PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences	1	0					
	In int'l fora/conferences								
	In nat'l/regional fora/conferences		1	0					
PI 5. Percent of research proposals approved *	A 31. Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	1	1	5	5	5	5	More than Just Food
PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student/faculty)								
	A 33. 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	0						
	A 34. Number of UMs submitted to ITSC, VSU	Prepares and submits application for UM of technology generated out of research output	0						

		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal	0						
UMFO 4. EXTENSION SERVICES										43
PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 36. 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	2	2	5	5	5	5	BDC, LRLGU	
PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	5	5	4.5	4.5	4.5	4.5	BDC BOD - review of Business Continuity Plan	
PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implements duly approved extension projects	2	2	5	5	5	5	BDC, LRLGU	
PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	A 39. 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	80%		2	2	2	2		
PI 5. Number of technical/expert services	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries								
Research Mentoring	Research Mentor		0							
Peer reviewers/Panelists	Peer reviewers/Panelists		0							

	Resource Persons	Resource Persons		0	0					
	Convenor/Organizer	Convenor/Organizer		0						
	Consultancy	Consultant		0						
	Evaluator	Evaluator		0						
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	1	1	5	5	5	5	BDC
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extrn. conducted by faculty or student & faculty) *		0						
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	0						
UMFO 5. SUPPORT TO OPERATIONS										
OVPI MFO 4. Program and Institutional Accreditation Services										4.5
	PI 8. 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*	A 44. 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	2	2	5	5	5	5	Syllabus, TOS
		A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	1	1	4	4	4	4	
		On program accreditations		1	1	4	4	4	4	

		On institutional accreditations								
		Contribute to the Internationalization goal of VSU		1	1	5	5	5	5	Continued the partnership with KU Leuven
UMFO 6. General Admin. & Support Services										5.0
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	0						
	PI 3: Additional Outputs	A 47. 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	0						
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal	0						
		A.49 Prepare and send-out minutes of meeting of the Institute		4	4	5	5	5	5	Email minutes of meeting to all ISRDS staff
Total Over-all Rating			26.056							

	Average Rating (Total Over-all rating divided by 4)	4.343
	Additional Points	
	Approved additional points (with copy of approval)	
	FINAL RATING	4.343
	ADJECTIVAL RATING	

Comments & Recommendations for Development

Purposes:

Find research opportunities in extension work.

Evaluated & Rated by:

LILIAN B. NUÑEZ

Department Head

Date:

Recommending Approval

MOISES NEIL V. SERIÑO

Dean, CME

Date:

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date:

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: GINA A. DELIMA

Performance Rating: _____

Aim: To publish one article

Proposed Interventions to Improve Performance:

Date: July 25, 2022 Target Date: August 16, 2022

First Step:

Review notes and all materials available

Result:

Topic, title, and outline of article

Date: August 17, 2022 Target Date: November 30, 2022

Next Step:

Write the article.

Outcome: Draft polished and ready for submission to publisher.

Final Step/Recommendation:

Submit article for publication.

Prepared by:

Lilian B. Nuñez
Unit Head

Conforme:

GINA A. DELIMA
Name of Ratee Faculty/Staff