



Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Tulin, Anabella B.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		$5.0 \times 50\% = 2.5$	
Students (50%)		$5.0 \times 50\% = 2.5$	
TOTAL for Instruction	25%	$5.0 \times 0.25 =$	1.25
Research	50%	$5.0 \times 0.50 =$	2.50
Extension	20%	$5.0 \times 0.20 =$	1.00
Production	2%	$4.67 \times 0.02 =$	0.09
Administration	3%	$5.0 \times 0.03 =$	0.15
TOTAL			4.99

EQUIVALENT NUMERICAL RATING: 4.99

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.99**

ADJECTIVAL RATING:

Outstanding


Prepared by:

Reviewed by:


MARIA ELSA M. UMPAD
Administrative Officer II


ERLINDA A. VASQUEZ
Director

Approved:



OTHELLO B. CAPUNO
VP for R&E

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM

I, ANABELLA B. TULIN, of PhilRootcrops commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January 1, 2019 to June 30, 2019.


ANABELLA B. TULIN
Ratee

Approved:


ERLINDA A. VAZQUEZ
Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
Advanced & Higher Education Services	FTE	To teach Soil Science and Social Science courses	2 Soil Science subject taught	3 subjects taught (Soil Science 22, Soil Science 191 and Social Science 21)	5.00	5.00	5.00	5.00	
	Number of Student Research Advising	To advise students in the conduct of their thesis	5 students advisees	8 thesis students (1 graduate Thesis and 7 undergraduate)	5.00	5.00	5.00	5.00	
	Number of graduate students enrolled	To campaign for more graduate students enrolled	300	402	5.00	5.00	5.00	5.00	Based on 2 nd Sem, SY 2018-2019
	Number of meetings with graduate students	To inform graduate students of the Graduate School Code and the various deadlines set by the graduate school	1	4	5.00	5.00	5.00	5.00	Graduate Student Orientation Meetings and Assembly
	Number of graduate degree specialization	To encourage academic departments to propose graduate curricular proposals	2	5	4.50	5.00	5.00	4.83	DAEE, DOF, DFST, ITEEM, DOE
Research Services	•Research workload units conducted	Conduct research on rootcrops and other crops	3	6	5.00	5.00	5.00	5.00	
	•Number of Outputs Presented in Regional/ National/ International Fora /Conferences	Present research results in conferences and seminars	2	4	5.00	5.00	5.00	5.00	

	•Percentage of Research Projects Conducted and Completed on Schedule	Conduct and complete within prescribed period research projects	2/2	2 research projects conducted	5.00	5.00	5.00	5.00	
	• Amount/value of research funds/resources externally generated	Generate funds from external sources for conduct of research	PhP 3,500,000.000	PhP 4.0M from local international funding)	5.00	5.00	5.00	5.00	
	•Research Awards received (international, national, local)	Submit completed research paper for presentation in national and internal fora	1	2	5.00	5.00	5.00	5.00	
	•Number of research articles and books approved/accepted for publication	Submit research articles to refereed journals	1	2 research article accepted for publication	5.00	5.00	5.00	5.00	
Extension Services	Number of person-days trained	To conduct training of developed technology	100	140	5.00	5.00	5.00	5.00	
	Technical expert service conducted as resource person	To serve as resource person in national conferences	1	2 national	5.00	5.00	5.00	5.00	
	Number of training conducted	To conduct trainings	4	6	5.00	5.00	5.00	5.00	
Production Services	Volume of yam produced and sold to clientele	To produce Yam with new technology	500 kgs	1 ton	5.00	5.00	5.00	5.00	
Administrative Services	Number of revision/amendments of GS Code proposals, presented, reviewed and endorsed for approval	To present Revision/amendments GS Code Policy proposals for review and endorse for approval	10	28	4.50	5.00	5.00	4.83	Articles of Graduate School Code and Graduate Manuscript Style Manual
	Number of Graduate Faculty appointments reviewed	To review and approve Graduate Faculty appointments	15	22	5.00	5.00	5.00	5.00	
	Number of Graduate School related documents approved	To review and approve Graduate School related documents	115	1050	5.00	5.00	5.00	5.00	Documents for CHED evaluation and ISO

	Number of Graduate School related meetings (Graduate School Council meetings, Graduate Faculty Meeting, Graduate Students Meetings, etc	To conduct Graduate School related meetings	5	10	5.00	5.00	5.00	5.00	Graduate School Council, Staff Meeting, Meeting with the students, and Graduate Faculty
	Number of approved Graduate School related policies reviewed and implemented	To review and strictly implement approved Graduate School related policies	15	25	5.00	5.00	5.00	5.00	
	Number of Graduate School Related memoranda, announcements issued	To issue Graduate School related memoranda and announcements	2	4	5.00	5.00	5.00	5.00	Memo No. 1 Schedule of Deadlines; No 2. Submission of articles for SHJ;; No. 3 Updating of GS SHJ Website, and No. 4 Photo Shoot Schedules of G Faculty
	Prompt and speedy action of Graduate School I related documents	100% of documents processed and acted within 2 days with zero complaints	0% complaint	0% complaint	5.00	5.00	5.00	5.00	
Total Over-all Rating								109.66	

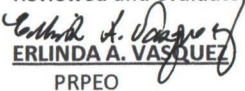
Average Rating (Total Over-all rating divided by 4)	109.66/22	4.98
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.98
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose:

To prepare and submit research proposals

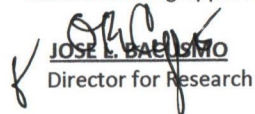
To attend advance management / leadership training courses

Reviewed and evaluated by:


ERLINDA A. VASQUEZ
 PRPEO

Date: _____

Recommending Approval:


JOSE L. BAELESMO
 Director for Research

Date: _____

Approved by:


OTHELLO B. CARUANO
 VP for Res. & Ext

Date: _____

1 – quality

2 – Efficiency

3 – Timeliness

4-


Average

PERFORMANCE MONITORING & COACHING JOURNAL

X	1st	Q U A R T E R
X	2 nd	
	3 rd	
	4th	

Name of Office: PhilRootcrops

Head of Office: Dr. Erlinda A. Vasquez

Name of Personnel:  Dr. Anabella B. Talin

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring Jan 7, 2019 March 1, 2019 April 1, 2019 May 20, 2019 June 17, 2019	one-on-one discussion on project / program progress	Monthly PRDC meeting	Issuance of of internal memoranda		Attendance to PRDC monthly Meetings by the members of the Research and Development Council
Coaching	Research proposal production to DA/DA-BAR/PCAARRD /other agencies submission	one-on-one discussion on project progress Group coaching during PRDC Meetings Jan 7, 2019 March 1, 2019 April 1, 2019 May 20, 2019 June 17, 2019			Proposal prepared and submitted to DA-BAR / PCAARRD /other agencies New proposal for evaluation Presentation of research results in scientific conferences

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:


ERLINDA A. VASQUEZ
Director

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: ANABELLA B. TULIN

Performance Rating: Outstanding

Aim: To implement on-going research projects
To come up with approved propoals for funding and implementation.
To become an effective administrator (as Dean of the Graduate School)

Proposed Interventions to Improve Performance:

Date: January 1, 2019 Target Date: June 30, 2019

First Step:

Implements on-going research projects
Prepares proposals based on the different thrusts of the funding agencies.
Prepares papers for publication
Attends trainings that will enhance skills in leader, organizational management and effective administration

Result:

- Implemented scheduled activities of the research projects
- Prepared and submitted proposals for funding
- Paper for publication on progress
- Served as professor and student adviser of Soil Science students
- Attended trainings in relation to current responsibility as Dean of the Graduate School

Date: July 1, 2019 Target Date: Dec 31, 2019

Next Step:

Follow-up the status of submitted proposals to the different funding agencies (DA-BAR, PCAARRD)
Submits papers for publication
Attends related trainings / conferences on appropriate discipline

Outcome: Approved proposal for DA-BAR funding and for implementation in CY 2020 funding next year

Paper accepted for publication by refereed journals
Research paper presented in any scientific gatherings

Final Step/Recommendation:

To maintain performance and or exceed the current performance; to submit more proposals and continue doing four fold functions of instruction, research, extension and production.
To attend trainings that will enhance skills in leader, management and administration.

Prepared by:


ERLINDA A. VASQUEZ
Director

Conforme:


Name of Ratee Faculty/Staff