

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: ANATOLIO N. POLINAR

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating Rating x % (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		$4.78 \times 50\% = 2.39$	
b. Students (50%)		$5 \times 50\% = 2.5$	
Total for Instruction	50%	4.89	2.45
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	20%	4.33	0.87
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	20%	5	1.0
4. Administration	10%	4.6	0.46
5. Production	-		
TOTAL			4.78

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.78

0

4.78


ADJECTIVAL RATING:

OUTSTANDING

Prepared by:


ANATOLIO N. POLINAR
Name of Faculty

Reviewed by:


DENNIS P. PEQUE
Department Head

Recommending Approval:

DENNIS P. PEQUE

Dean

Approved:


BEATRIZ S. BELONIAS
Vice President

Section 1

SUMMARY OF INDIVIDUAL RATING OF FACILITY MEMBERS WITH MULTIPLE RANKINGS

Name of Facility Member: ANALOID W. LUTHER

Program Investment	Percent of Weight of Investment	Program Rating	Adjusted Numerical Rating
1. Research	10%	4	4.0
2. Health Care (10%)	10%	4	4.0
3. Services (50%)	50%	4	20.0
4. Total for Research	20%		8.0
5. Education	10%	4	4.0
6. Clinical or Research (50%)	50%	4	20.0
7. Dept. Leadership Director	10%	4	4.0
8. Total for Research	20%		8.0
9. Education	10%	4	4.0
10. Clinical or Research (50%)	50%	4	20.0
11. Dept. Leadership Director	10%	4	4.0
12. Total for Research	20%		8.0
13. Administration	10%	4	4.0
14. Production	10%	4	4.0
15. TOTAL	100%		40.0

ADJUSTED NUMERICAL RATING

ADD. ADJUSTED POINTS: 0.00
TOTAL NUMERICAL RATING

ADJECTIVAL RATING

Reviewed by:

Reviewed by:

Facility Rating: Adjusted

DEPARTMENT: RESEARCH

STATUS: RESEARCH

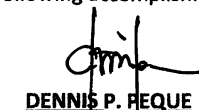
For Review

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **ANATOLIO N. POLINAR**, Faculty of the Department of Forest Science 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, 2018.

 **ANATOLIO N. POLINAR**
Ratee

Approved:

 **DENNIS P. REQUE**
Dean, CHES


MFO's/PAPs	Success Indicators	Assigned Task	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
Advanced & Higher Education Services	Full Time Equivalent (FTE)		13.00	15.45/13.00(118.84%)	5	5	5	5	
Instruction	<i>Vacation/Sick Leave Status</i>	Teaching							
	Number of Instructional Materials Developed/Revised and Utilized	Lecturer							
	<i>Update Lecture Handouts</i>		1	3/1(300%)	4	4	4	4	Fsci 121, Wtec 137, For 225
	<i>Update Lab exercises/Manuals</i>		1	2/1(200%)	4	4	4	4	Fsci 121, Wtec 137
	<i>Update course outline</i>		1	3/1(300%)	5	5	5	5	Fsci 121, Wtec 137, For 225
	<i>No. of lecture hand-outs given</i>		2	3/2(150%)	5	5	5	5	Fsci 121, Wtec 137, For 225
	<i>Revised Syllabi</i>		1	3/1(300%)	5	5	5	5	Fsci 121, Wtec 137, For 225
	<i>No. of hours spent in student consultation</i>		60	150/60(250%)	5	5	5	5	Fsci 121, Wtec 137, For 225, For 200.A
	<i>No. of exams, quizzes and assignments given</i>		15	35/15(233.33%)	5	5	5	5	Fsci 121, Wtec 137, For 225, For 200.A
	<i>No. of student Research and Field Practice Advising</i>	As thesis/manuscript adviser	5	10/5(200%)	5	5	5	5	Artajo, Clores, Lopez, Batican, Sotto, Villasotes, Mercadal, Aquino, Pantinople, Obiso
Research	Number of project terminal reports drafted/prepared	As project leader	1	2/1(200%)	4	4	4	4	VSU-DENR Project Foreshore Project
	Number of proposals drafted/prepared	As Study leader	2	4/2(200%)	5	5	5	5	Growth performance & Thinning regime
	Number of research articles drafted	As Author	1	2/1(200%)	4	4	4	4	Diversity, Tree Domestication

MFO's/PAPs	Success Indicators	Assigned Task	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
Extension Services	Number of trainings/seminars/conventions/workshops attended	As Participant	2	10/2(500%)	5	5	5	5	PRIME-HRM, Bambusetum, Agro-forestry & Nursery seedlings, SFF Convention
	Number of nursery operators communicated/advised	As faculty/extension officer	15	18/15(120%)	5	5	5	5	LOLACAPUIFA, PRA, PAGGFA, PNCA, PMPI, Supervised PO's
	Number of farmers communicated/advised	As faculty/extension officer	25	150/25(600%)	5	5	5	5	- do -
Administration	Number of CFES meetings attended	As Faculty member	2	4/2(200%)	5	5	5	5	Regular & emergency meeting
	Number of DFS meetings attended	As Faculty member	3	5/3(166.67%)	5	5	5	5	Regular & emergency meeting
	Number of committee meetings attended	Member	3	6/3(200%)	4	4	4	4	Foreste's Board Exam, Financial, Landscape
	Number of University meetings attended	Member	2	4/2(200%)	4	4	4	4	QAC, Library, VSU-FA, & VSU Academic Council
	Number of project meetings attended	Study leader	4	10/4(250%)	5	5	5	5	ACIAR, Foreshore, VSU-DENR
Total Over-all Rating								94	


Average Rating (Total Over-all rating divided by 4)		
Additional points:		
Approved Additional Points (with copy of the approval)		
FINAL RATING		4.7
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose:
Endeavor to write research results into journal articles.


Evaluated by:


DENNIS P. PEQUE
 Unit Head
 Date: 1/25/19

Recommending Approval:


DENNIS P. PEQUE
 Dean, CFES
 Date: 1/25/19

Approved by:


BEATRIZ S. BELONIAS
 Vice President
 Date: _____

- 1- Quality
- 2 - Efficiency
- 3 - Timeliness
- 4 - Average

PERFORMANCE MONITORING FORM


Name of Employee: **ANATOLIO N. POLINAR**

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	Teaches assigned subjects and performs other teaching related functions such as; prepares and revises teaching materials, prepares and gives examinations, checks test papers and returns to students one week after, submits grades sheets within prescribed period, makes himself available for students consultations during consultation hours, revises course syllabus, and approves manuscripts.	Very Impressive	July 1, 2018	December 14, 2018	December 11, 2018	Very Impressive	Outstanding	
2	Performs research and extension functions such as; prepares research/extension proposals, implements duly approved research/extension projects within approved time frame, prepares report outputs and submit for publications, and attends seminar/workshops, serves training and workshops.	Very Impressive	July 1, 2018	December 21, 2018	December 17, 2018	Very Impressive	Outstanding	
3	Attends meetings and makes letters as per instructed by immediate Head.	Very Impressive	July 1, 2018	December 28, 2018	December 28, 2018	Very Impressive	Outstanding	
4	Performs other functions such as; member of VSU Academic Council and etc.	Very Impressive	July 1, 2018	December 28, 2018	December 28, 2018	Very Impressive	Outstanding	

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

**Outstanding, very satisfactory, unsatisfactory, poor

Prepared by:


DENNIS P. PEQUE
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee : Dr. Anatolio N. Polinar
Performance Rating : 4.78 (Outstanding) January - June 2018

Aim: To improve research capability of faculty member

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: July 2018 Target Date: September 2018

First Step:

Required Dr. Polinar to conduct research on phenology and kaingin fams in VSU and diversity of regenerations in grasslands of Biliran

Result:

Actively conducted research on the topics mentioned above

Date: October 2018 Target Date: December 2018

Next Step:

Prepared reports related to the research conducted


Outcome:

Dr. Polinar is planning to publish scientific articles

Final Step/Recommendation:

Dr. Polinar may write more research proposal especially on the topic Silviculture and Dendrology

Prepared by:

 1/25/19
DENNIS P. PEQUE
Unit Head

Conforme:

 1/25/19
ANATOLIO N. POLINAR
Ratee

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Dr. Andrew M. Pollack
Performance Rating: 1.419 (Below Standard) - June 2018

Aim: To improve research productivity and quality

Promoted interventions to improve performance and/or contribution to
used no higher responsibilities

Target Date: September 2018

First Step:

Requested Dr. Pollack to conduct research on research and clinical issues in VCU and diversity
of interventions to increase of Billings

Result:

Actively conducted research on research and clinical issues

Target Date: December 2018

Next Step:

Requested research related to the research conducted

Outcome:

Dr. Pollack is still in the research and clinical issues

Final Performance Evaluation

Dr. Pollack met with the research proposal committee on the topic of research and
diversity

Prepared by:

Dr. Andrew M. Pollack
DEVELOPMENT PLAN
June 2018

Comments:
Dr. Andrew M. Pollack
Office