Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
(July – December 2021)

Name of Faculty Member: ___VIRGELIO C. DARGANTES, JR.___

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		5.0x50%= 2.5	
b. Students (50%)		4.33x50% = 2.17	
Total for Instruction	80%	4.67	3.74
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research			
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	20%	4.67	0.93
4. Administration			
5. Production			
TOTAL			4.67

EQUIVALENT NUMERICAL RATING: 4.67

Add: Additional Points, if any: 0.0

TOTAL NUMERICAL RATING: 4.67

ADJECTIVAL RATING: **OUTSTANDING**

Prepared by: Reviewed by:

___VIRGELIO C. DARGANTES, JR.___   ___KAREN LUZ P. YAP___
Name of Faculty   Department Head

Recommending Approval:

___VICTOR B. ASIO___
Dean, CAFS

Approved:

___BEATRIZ S. BELONIAS___
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, VIRGELIO C. DARGANTES JR., a faculty member of the DEPARTMENT OF AGRICULTURAL EDUCATION AND EXTENSION accomplished the following targets for the period JULY TO DECEMBER 2021.

Approved:

VIRGELIO C. DARGANTES JR.
Instructor I
Date: January 27, 2022

KAREN LUZ P. YAP
Department Head
Date: 01-28-22

VICTOR B. ASIO
College Dean
Date: 2/15/22

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned	5.0	5.0	5	5	4	4.67	AgDE201 AgEx246
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							
		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							
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							
	PI 9: Number of instructional materials developed *	A5. Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							

		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof		2	5	4	4	4.33	AgDE201 , AgEx246
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	4	5	5	4	4.67	AgDE201 AgEx246
		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							
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	2	2	5	5	4	4.67	AgDE201 AgEx246
	PI 10 . Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							

UMFO 2. HIGHER EDUCATION SERVICES

OVPI UMFO 3. Higher Education Management Services

	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	25	21.92	5	5	5	5.00	2 Agsci Lec and 2 Lab AgEx 141 AgEx 132n AgEx 200n
		A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	20	7	5	4	4	4.33	
		A 11 . 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	2	5	5	5	5.00	Malatag Analyn Maribel Lapasanda

		A12. Number of trainings attended related to instruction	Attend mandated trainings	2	9	5	5	5	5.00	Extension Then and Now: Focus on the New Extensionist, Grit and Passion in Extension Service, International Videoconference on Best Practices and Approaches on Agriculture Extension Modalities, Extension in the New Normal, Promoting and Sustaining Agriculture and the Environment Session 1: Agri-Extension Services during a Pandemic, Session 3: Extension Methods in the New Normal Webinar-Workshop Series on Extension for Coordinators and Implementers, Session 4: Community Organizing and Planning Webinar-Workshop Series on Extension for Coordinators and Implementers, Enhancing Faculty Reviewers in the Licensure Examination for Agriculturists Project- For Agricultural Extension Module", 12th GFRAS Annual Meeting Side Event "The Tropical Agriculture Platform towards the Future Advisory Service and Agro-ecology"
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	3	3	5	5	4	4.67	Agsci Lec AgEx 141 AgEx 132n
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	21	5	5	5	5.00	Agsci Lec AgEx 141 AgEx 132n
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	2	2	5	5	5	5.00	Agsci Lab
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	5	20	5	5	5	5.00	BSA Students
		A17. Number of students advised on thesis/ field practice/special problem:								
		As Field Practice Supervisor/Adviser	Advises, and corrects research outline and thesis/SP manuscript	2	1	5	5	4	4.67	Malatag Analyn
		As Field Practice Member and Thesis Adviser	Advises and corrects research outline and thesis/SP manuscript	2	2	5	5	5	5.00	Member Field Prac:Villocino J. , Poliquit A. Thesis Adviser: Colminas, Omos, Pole, Rebojo
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	5	10	5	5	5	5.00	BSDE and BSA studennts

PI	Activity	Description							Remarks
PI 9: Number of student organizations advised/ assisted *	**A19** . Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	5	4	4	4.33	AgEx So
	A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student	1						No activity due to pandemic
PI 10: Number of instructional materials developed *	**A 21 :** Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	2						
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	5	5	5	5	5.00	Agsci Lec Agsci Lab AgEx 141
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	5	12	5	5	5	5.00	Agsci Lec Agsci Lab AgEx 141
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	24	5	5	5	5.00	Agsci Lec Agsci Lab AgEx 141 AgEx 132n
	A 23 : 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							
	A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	2	3	5	5	5	5.00	Agsci AgEx 141 AgEx 132n
PI 11. Additional outputs	**A 25**. Number of Additional outputs accomplished:								
	Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	1	1	5	5	5	5.00	PhD in AgEd AACCUP Level 2
	Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	1						
	A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	1	1	5	5	4	4.67	AgEx 200.2 (internship)
UMFO 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							
PI 2. Number of research outputs completed within the year *	**A 28**. Number of research outputs completed within the year *	Conducts and completes research oroject within the year							
PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	**A 29.** Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication							
	In refereed int'l journals								
	In refereed nat'l/regional journals								
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 scienfic for a/conferences							
	In int'l fora/conferences								
	In nat'l/regional fora/conferences								
PI 5. Percent of research proposals approved *	**A 31.** Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
PI 6. Additional outputs*	**A 32**. No. of research-related awards (research conducted by								
	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								
	A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
	A 35.Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
UMFO 4. EXTENSION SERVICES									

	Performance Indicator	Activity	Task	Target		Accomplishment	Q1	Q2	Q3	Average	Remarks
	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		1	5	5	5	5.00	LGU-Hilongos (Green-the-Home Project)
	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	20							
	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	Implementes duly approved extension projects	1		1	5	4	4	4.33	Green-the-Home Project
	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	90%							
	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*									
	Peer reviewers/Panelists	*Peer reviewers/Panelists*									
	Resource Persons	*Resource Persons*									
	Convenor/Organizer	*Convenor/Organizer*		2							
	Consultancy	*Consultant*									
	Evaluator	*Evaluator*									
	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								
	PI 11. Additional outputs *	**A 42**. No. of extension-related awards (extn. conducted by faculty or student & faculty) *									
		A 43.Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal								

UMFO 5. SUPPORT TO OPERATIONS									
OVPI MFO 4. Program and Institutional Accreditation Services									
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 theQMS 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		zero non-conformity					
	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		100% compliant					
	On program accreditations								
	On institutional accreditations								
UMFO 6. General Admin. & Support Services									
PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint					
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 performfing functions resulting to best practice							
	A 48.Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
Total Over-all Rating				115.33					
Average Rating				4.81					
Adjectival Rating				OUTSTANDING					

Comment & Recommendation for Development Purposes:
Responsible and dedicated teacher/and faculty, Great job!

Evaluated & Rated by:

KAREN LUZ P. YAP
Department Head
Date: 01-28-22

Recommending Approval

VICTOR B. ASIO
Dean, CAFS
Date: 2/15/22

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: 2/16/22

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: _Virgelio C. Dargantes, Jr._
Performance Rating: _Outstanding_

Aim: _Send Mr. Dargantes to a training within January-June 2022 and for a doctoral program beginning August 2022_

Proposed Interventions to Improve Performance: Training and pursue PhD degree

Date: Jan 2022 Target Date: Aug – Dec 2022

First Step: Approved by the department's personnel committee

Result: Mr. Dargantes to attend training on organizational capacity assessment and pursue phd in extension education in UPLB

Date: July 2022-Dec 2022 Target Date: August 2022

Next Step: Provide support to training and the VSU fellowship for the PhD program until able to get scholarship from other source

Outcome: _Attended training within January-June 2022 and pursued phd from Aug 2022-2025._

Final Step/Recommendation:

The department strongly recommend her for a training and phd program.

Prepared by:

KAREN LUZ P. YAP
DAEEx Head

Conforme:

VIRGELIO C. DARGANTES, JR.
Name of Ratee Faculty/Staff