SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Dr. Norberto E. Milla**

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.50	
b. Students (50%)		2.50	
TOTAL for Instruction	50%	5.00	2.50
2. Research	10%	5.00	0.50
3. Extension	10%	5.00	0.50
4. Support to Students	15%	5.00	0.75
5. Administration	15%	5.00	0.75
TOTAL			**5.00**

EQUIVALENT NUMERICAL RATING: 5.00
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: 5.00

ADJECTIVAL RATING: **Outstanding**

Prepared by:

NORBERTO E. MILLA
Name of Faculty

Reviewed by:

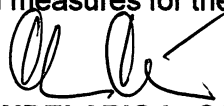**CANDELARIO L. CALIBO**
Dean, CAS

Approved by:

BEATRIZ S. BELONIAS
Vice President for Instruction

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, NORBERTO E. MILLA of the **Department of Statistics**, **College of Arts and Sciences** committed to deliver and agreed to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **July 1, 2019 to December 31, 2019**

NORBERTO E. MILLA
Asst. Professor
Date: January 8, 2019

CANDELARIO L. CALIBO
Dean, CAS
Date: January 8, 2019

Rating Equivalents:
5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory
2 - Fair
1 - Poor

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	Tasks Assigned	Target	Details of Actual Accomplishment as of December 2018	Quality	Eficiency	Timeliness	Average	Remarks
MF02	Higher Education Services	**PI 1.** Number of FTE	Instruction	Teaches: CS 142, Math 111s, Stat 198	8	10.30	5	5	5	5.00	Vacation-Sick Leave
		PI 2. Number of instructional materials and syllabi/course outline developed and revised									
		New lecture notes developed	Development of lecture notes	Typing, proofreading, and binding	1	1	5	5	5	5.00	Math 111s
		Revised instructional materials	Preparation/ Revision/ Encoding/ Printing	Revision of PPT presentations, lecture guides, and laboratory exercises	1	3	5	5	5	5.00	CS 142, Stat 198
		New OBEdized syllabus developed	Development of OBEdized syllabus	Typing, reviewing, and printing	1	1	5	5	5	5.00	Math 111s

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities/ Projects	Tasks Assigned	Target	Details of Actual Accomplishment as of December 2018	Quality	Eficiency	Timelines s	Average	Remarks
		Revised OBE syllabi/course outline	Preparation/ Revision/ Encoding/ Printing	Revision of OBE syllabi	2	**2**	5	5	5	5.00	CS 142, Stat 198
		PI 4. Additional Output									
		Number of curricular program(s) submiited for RQAT evaluation	RQAT evaluation of the BS Statistics curriculum	RQAT evaluation of the BS Statistics curriculum	1	**1**	5	5	5	5.00	The BS Statistics curriculum partially complied with the requirements for the issuance of COPC
						Total points				30.00	
MF03	**Research Services**	**PI.1** Number of research(es) conducted	Research	Preparation of proposal, data gathering, analysis, and preparation of terminal report	1	**1**	5	5	4	4.67	Validationof the Visayas State University College Admission Test
						Total points				4.67	
MF0 4	**Extension Services**	**PI 1.** Number of times acted as resource person	Statistics Training	Resource person	1	**3**	5	5	5	5.00	Statistical Inference Using Different Software Packages
											Training on Missing Data Estimation
											Training Series on Selected Advanced Quantitative Approaches to Project Impact Evaluation
		PI 2. Number of times acted as judge in a Statistics quiz	Statistics Quiz	Judge	1	**1**	5	5	5	5.00	Regional Statistics Quiz sponsored by PSA RSSO VIII
		PI 3. Number of times acted as RQAT evaluator	Regional Quality Assessment (CHED)	Evaluator	1	**2**	5	5	5	5.00	Member of CHED RQAT for BS Statistics program of EVSU and SSU

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities/ Projects	Tasks Assigned	Target	Details of Actual Accomplishment as of December 2018	Quality	Eficiency	Timelines	Average	Remarks
		PI 4. Attendance to Regional Statistics Committee (RSC) meetings	VSU Representative to the RSC	Attends RSC meetings	2	2	5	5	5	5.00	3rd RSC Meeting-Aug. 20, 2018; 4th RSC Meeting-October 30, 2018
						Total points				20.00	
MFO 5	Support to Students	PI 1 Student advising and consultation services									
		Number of Academic advisees	Academic advising	Advises BSS students on their academic load and related concerns	13	14	5	5	5	5.00	
		Number of thesis-students advised on research design and analysis	Support to students	Mentors students/group in conducting research and analyzing data using a software	5	8	5	5	5	5.00	
		PI 2 Number of hours spent for student consultation & thesis advising	Support to students								
		On thesis data analysis consultation	Consultation	Analyzes and interprets data of students' thesis	75	80	5	5	5	5.00	
		On consultation	Consultation		20	40	5	5	5	5.00	Regarding subject matter grades
		PI 3 Additional Outputs									
		No. of student activites facilitated	VSU StatSoc activities	Signs Activity Permit	1	4	5	5	5	5.00	StatSoc Meetings; 3rd VSU Inter High School Statistics Quiz; Joint Faculty-Student Christmas Party
						Total points				25.00	
MFO 6	Support to Operations										
	MFO 6.1- Faculty Development Services										

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities/ Projects	Tasks Assigned	Target	Details of Actual Accomplishment as of December 2018	Quality	Eficiency	Timelines s	Average	Remarks
		PI.3 Number of faculty sent to attend trainings/ seminars/conferences/ conventions	Attendance to trainings/ seminars/ conferences/ conventions	Recommends faculty to attend trainings/ seminars/ conferences/ conventions	1	1	5	5	5	5.00	Retooling/Capacity Building Seminar-Workshop with the Theme: "Effective Facilitating Skills and Proactive Intervention Techniques in Responding Student-at-Risk Situations"
MFO 6.2- Faculty/Staff Recruitment/Hiring											
		PI.1 Number of faculty/staff hired	Hiring of faculty/staff	Recommends hiring of faculty/staff	1	2	5	5	5	5.00	Hired Ms. Donna Cuyno as a regular faculty and Mr. Mark Gee Maranguit as JO Utility/Messenger
MFO6.3- Faculty Evaluation Services											
		PI.1 Percentage of faculty rated by students with at least VS rating in 50% of the subjects evaluated	All faculty in statistics will obtain at least Very Satisfactory Teaching Performance Evaluation	Conducts regular monitoring and coaching of faculty	100%	100%	5	5	5	5.00	All regular faculty obtained Outstanding teaching performance rating
		PI.2 Additional Output									
		No. of administrative staff who assisted in student evaluation	Student Evaluation of Teaching Performance	Advises Ms. Bengalan to assist in the conduct of students evaluation of teaching performance	1	1	5	5	5	5.00	
						Total points				20.00	
MFO 7	**General Admin. & Support Services (GASS)**										
MFO 7.1 -Administrative and Facilitative											
		PI.1 No. of department(s) supported, supervised, monitored and coordinated	Department of Statistics	Manages, supervises, monitors and coordinates all faculty and staff in the DepStat	1	1	5	5	5	5.00	Transfer of DepStat Office to the 3rd Floor of the Old Library Building

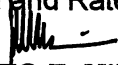| MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities Projects	Tasks Assigned	Target	Details of Actual Accomplishment as of December 2018	Quality	Eficiency	Timelines s	Average	Remarks
		P1.2 No. of management meetings conducted	Meetings	Conducts regular and emergency monthly meetings	4	5	5	5	5	5.00	Regular monthly meetings and special meetings for the celebration of the 29th NSM
		PI.3 No of documents signed and approved	Administration and Instruction	Signs/approves documents	50	115	5	5	5	5.00	Grade sheets, permit for exams and make-up classes, INC forms, PRs, RIS, vouchers, student and faculty clearances and other documents
		PI.4 No of requests for materials and apparatus/equipment, and office supplies prepared and submitted	Administration and Instruction	Prepares and signs requests for apparatus/equipment, and office supplies	3	8	5	5	5	5.00	Requests for all-in-one photocopier printer, desktop PCs, ink, RISO, etc.
		PI.5 No. of academic rooms (lab and lecture) maintained	Administration and Instruction	Maintains the cleanliness of the rooms (c/o Mr. Espina & Mark Gee Maranguit)	3	6	5	5	5	5.00	3 lecture rooms and 3 lab rooms
		PI.6 Number of lab apparatus and office equipment maintained	Administration and Instruction	Monitors, repairs, and cleans desktop computers, printers, LCD projectors, and air conditioning units (c/o Ms. Bengalan and Mr. Espina)	30	48	5	5	5	5.00	36 Desktop PCs in the lab rooms, 5 LCD projectros, 3 printers, 1 scanner, 3 AC units
						Total points				30.00	
MFO 8	General Admin. & Support Services (GASS)										
	Efficient & Constumer Friendly	Zero percent complaint from clients served	General services	Entertains clients	0%	0%	5	5	5	5.00	Students, Parents, Faculty & Staff

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	Tasks Assigned	Target	Details of Actual Accomplishment as of December 2018	Rating				Remarks
							Quality	Eficiency	Timelines	Average	
						Total points				5.00	
	Total Over-all Rating									134.67	
	Average Rating									4.99	
	Adjectival Rating									O	

Average Rating (Total Over-	4.99
Additional Points:	
Punctuality	
Approved Additional points	
FINAL RATING	4.99
ADJECTIVAL RATING	O

Comments & Recommendations for *Subject BS Stat Program to PSV/ Submit Research proposals*

Evaluated and Rated by:

NORBERTO E. MILLA, Ph.D.
Department Head, DepStat
Date: _____

Recommending Approval:

CANDELARIO L. CALIBO, Ph.D.
Dean, CAS
Date: _____

Approved:

BEATRIZ S. BELONIAS, Ph.D.
Vice Pres. for Instruction
Date: _____