SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Norberto E. Milla, Jr.

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.9474 x 0.50 = 2.4737	
b. Students (50%)		4.71 x 0.50 = 2.335	
Total for Instruction	80%	4.8087	3.8470
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		5.00	
Total for Research	5%	5.00	0.25
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)		5.00	
Total for Extension	5%	5.00	0.25
4. Support to Operations	5%	5.00	0.25
5. General Admin. & Support Services	5%	5.00	0.25
TOTAL			4.8470

EQUIVALENT NUMERICAL RATING: 4.85
Add: Additional Points, if any: 0
TOTAL NUMERICAL RATING: 4.85

ADJECTIVAL RATING: **Outstanding**

Prepared by:

NORBERTO E. MILLA, JR.
Name of Faculty

Reviewed by:

MAY ANNE. PALEN
Head, DepStat

Recommending Approval:

MA. THERESA P. LORETO
Dean, CAS

Approved:

BEATRIZ S. BELONIAS
Vice President Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, <u>Norberto E. Milla, Jr.</u>, a faculty member of the DEPARTMENT OF STATISTICS commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period <u>July - December 2022</u>.

Approved:

NORBERTO E. MILLA, JR.
Associate Professor IV
Date:

MAY ANN E. PALEN
Head, Department of Statistics
Date: **01/04/2023**

MA.THERESA P. LORETO
Dean, College of Arts and Sciences
Date:

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	Teach graduate course in statistics (Stat 221- Social Science Statistics)	0	5	5	5	5	5.00	
	PI 8: Number of graduate students advised *	**A2**. Number of students advised								
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman								
		As GAC Member								
		A4. Number of students entertained for consultation purposes	Entertain graduate students for consultation on statistical analysis of their thesis and dissertation	1	3	5	5	5	5.00	

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicator (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Eficiency	Timeliness	Average	
		On-line ready courseware	Develop online-ready courseware (Stat 221-Social Science Statistics)	1	1	5	5	5	5.00	
		Supplemental learning resources	Prepare supplemental learning resources	1	1	5	5	5	5.00	
		Assessment tools	Prepare assessment tools (Stat 221-Social Science Statistics)	2	10	5	5	5	5.00	
		A 6 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submit online courseware to TRP for review							
		A 7 : Number of virtual classroom created and operational	Create and operationalize virtual classroom (Stat 221-Social Science Statistics)	1	1	5	5	5	5.00	
	PI 10. Additional outputs:	A 8. Other outputs implementing								
		Number of PhD dissertation	Review the statistical design	1	2	5	5	5	5.00	
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	Teach undergraduate courses in statistics (Stat 131, Stat 137, Stat 141, Stat 190)	18	7.55	5	5	5	5.00	
		A10. Number of grade sheets submitted within prescribed period	Prepare gradesheet and submits on or before deadline							
		A 11. Number of INC forms with grade submitted within prescribed period	Facilitate students in their completion of the subject and submits completion forms with grade within prescribed period							
		A12. Number of trainings attended related to instruction	Attend mandated trainings							
		A13. Number of long examinations administered and checked	Administer and check long examination for subjects taught	14	16	5	5	5	5.00	

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicator (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
		A14. Number of quizzes administered and checked	Prepare and check quizzes for lec and lab	20	18	5	4	5	4.67	
		A15. Number of lab reports and problems sets checked and graded	Check lab reports and problem sets submitted as required	24	15	5	4	4	4.33	
	PI 8: Number of students advised: *	A16. Number of students advised:	Act as academic adviser to students	17	17	5	5	5	5.00	
		A17. Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advise and correct research outline and thesis/SP manuscript	3	6	5	5	5	5.00	
		As SRC Member	Advise and correct research outline and thesis/SP manuscript	5	12	5	5	5	5.00	
		A18. Number of students entertained for consultation purposes	Entertain students consulting on subject taught, thesis and grades	10	15	5	5	5	5.00	
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advise student organizations recognized by USOO							
		A20. Number of Student organizations assisted on student related activities	Assist student organizations in implementing student related activities							
	PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :								
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	3	3	5	5	5	5.00	

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicator (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	26	30	5	5	5	5.00	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	34	34	5	5	5	5.00	
		A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submit online courseware for reviewed by TRP and editing by MMDC editor							
		A 24 : Number of virtual classroom created and operational	Create virtual classroomin VSUEE	3	3	5	5	5	5.00	
	PI 11. Additional outputs	**A 25**. Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepare documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		Agency/firm/Industry linkages	Coordinate with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		A 26. Other outputs implementing the new normal due to covid 19	Design experiential learning activities and other outputs to implement new normal							
UMFO 3 . RESEARCH SERVICES										

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicator (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Eficiency	Timeliness	Average	
	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 *	Conduct 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 *	Conduct and complete research project within the year							
	PI 3. Number of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. Number 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 *	Prepare, submit and present research paper in scienfic for a/conferences							
		In int'l fora/conferences								
		In nat'l/regional fora/conferences								
	PI 5. Percent of research	A 31. Percentage of of research	Prepare research							
	PI 6. Additional outputs*	A 32. No. of research-related								

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicator (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Eficiency	Timeliness	Average	
		A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer	Act as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper	1	1	5	5	5	5.00	STUDENT WELLBEING DIFFERENCES REVIEWED FROM LEARNERS' PERCEPTIONS OF SERVANT LEADERSHIP TEACHERS IN STATE ELEMENTARY SCHOOLS (IJERE)
		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										
	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							
	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							

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicator (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Eficiency	Timeliness	Average	
	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							
	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							
	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	Act as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper	1	1	5	5	5	5.00	STUDENT WELLBEING DIFFERENCES REVIEWED FROM LEARNERS' PERCEPTIONS OF SERVANT LEADERSHIP TEACHERS IN STATE ELEMENTARY SCHOOLS (HERE)
	Resource Persons	Resource Persons	Act as resource person in statistics trainings	1	1	5	5	5	5.00	Data Analytics and Statistics Training (July 18-19, 2022) sponsored by EVHRDC
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant								

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicator (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
	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	100% compliant	zero non-conformity	5	5	5	5.00	
		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%	100% compliant	5	5	5	5.00	
		On program accreditations								
		On institutional accreditations								
UMFO 6. General Admin. & Support Services (GASS)										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	0%	Zero % complaint	5	5	5	5.00	

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicator (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	
	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								119.00	

Average Rating (Total Over-all rating divided by 4)	4.98
Additional Points:	
Approved Additional points (with copy of approval)	
NUMBERICAL RATING	
ADJECTIVAL RATING	
Final Rating	4.98
Adjectival Rating	Outstanding

Comments/Suggestions for Improvement:
He has great regards to providing quality education to his students and it is evident in his accomplishments for this year. Keep your passion for teaching burning, sir! Geat job this year!

Evaluated & Rated by:

MAY ANN E. PALEN
Department Head
Date: 01/04/2023

Recommending Approval

MA. THERESA P. LORETO
Dean, College of Arts and Sciences
Date:

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date:

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Dr. Norberto E. Milla, Jr.
Performance Rating: Outstanding

Aim: Encourage him to make research and extension project proposals.

Proposed Interventions to Improve Performance:

Date: Target Date: One year from date of intervention

First Step: Make a draft of research proposal

Result: Have a draft of a research proposal for submission

Date: Target Date: End of AY 2022-2023

Next Step: Submit the final research proposal for approval

Outcome: Research and extension project proposal

Final Step/Recommendation: Instruct him to submit the research/project proposal to the OVPREI for approval and possible funding.

Prepared by:

MAY ANN E. PALEN
Head, DepStat

Conforme:

NORBERTO E. MILLA, JR.
Name of Ratee