SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: LOTIS M. BALALA

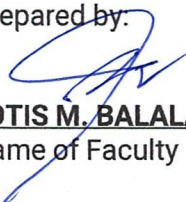| Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.80 x 50% = 2.40	
b. Students (50%)		5.00 x 50% = 2.50	
Total for Instruction	40%	4.90	1.96
2. Research			
a. Client/Dir. for Research (0%)			
b. Dept. Head/Center Director (100%)		4.88 x 100% = 4.88	
Total for Research	30%	4.88	1.46
3. Extension			
a. Client/Dir. for Extension (0%)			
b. Dept Head/Center Director (100%)		4.95 x 100% = 4.95	
Total for Extension	15%	4.95	0.74
4. Administration	15%	4.50	0.68
5. Production			
TOTAL			**4.84**

EQUIVALENT NUMERICAL RATING: **4.84**

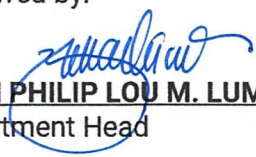Add: Additional Points, if any: -

TOTAL NUMERICAL RATING: **4.84**

ADJECTIVAL RATING: **Outstanding**

Prepared by:

LOTIS M. BALALA
Name of Faculty

Reviewed by:

JOHN PHILIP LOU M. LUMAIN
Department Head

Recommending Approval:

HARVIE P. PORTUGALIZA
College Dean

Approved:

ROTACIO S. GRAVOSO
Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **LOTIS M. BALALA** of the **College of Veterinary Medicine** 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 to June 2024.**

LOTIS M. BALALA
Ratee

Approved: **JOHN PHILIP LOU M. LUMAIN**
Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Q¹	E²	T³	A⁴	Remarks
HIGHER EDUCATION SERVICES	PI 1: Total FTE monitored	As course in-charge	17.5	41.80	4	5	5	5.00	
	PI 11. Percentage of courses offered with approved course syllabi	As a course in-charge of VMic 102, VPbH 103, and VThs 101	95%	100%	5	5	5	5.00	
	PI 12. Percentage of courses handled with approved lms	As course in-charge/faculty member	50%	100%	5	5	5	5.00	
	PI 13. Percentage of courses offered with final grades submitted within the allowable period	As course in-charge/faculty member	100%	100%	4	4	4	4.00	
	PI 17. Number of course syllabi and TOS reviewed and approved	As a member of lms Committee	1	1	5	5	5	5.00	
	PI 20. Number of thesis students advised	As thesis adviser	1	4	5	5	4	4.67	
		As SRC chairman or member	5	7	5	5	5	5.00	
	PI 28. Number of students advised:								
	On thesis	As thesis adviser and SRC chair and/or member	1	4	5	5	5	5.00	
	No. of approved manuscript submitted within prescribed period	As thesis adviser	2	2	5	5	5	5.00	
	On consultation	As academic adviser, thesis adviser, and SRC member	13	20	5	5	5	5.00	

	PI 29. Number of student organizations advised/ assisted								
	Student organizations advised	As Adviser of Dog Owners Club	1	1	4	5	5	4.67	
	Student organizations assisted on student related activities	As Adviser of Dog Owners Club	1	1	5	5	5	5.00	
RESEARCH SERVICES	**P1.** Number of research proposals submitted	As a faculty member	1	1	5	5	4	4.67	
	P3. Number of approved research projects/studies implemented	As Project Leader, Co-Project Leader, Project Coordinator, and Component Leader	2	4	5	5	5	5.00	
	P5. Amount of research money obtained from internal sources	CVM Internationalization Project	P500,000	P500,000	4	5	5	4.67	
	P6. Number of research outputs presented in conferences.								
	International	As oral presenter	1	1	5	5	5	5.00	
	national	As oral presenter	1	1	5	5	5	5.00	
	regional or institutional	In-house review	1	2	5	5	5	5.00	
	P13. Number of research articles derived from approved research in the university, submitted	As lead author	1	1	5	5	5	5.00	
	P14. Number of research articles derived from approved research in the university, published	As lead author	1	1	5	5	5	5.00	
	P16. Number of research outputs completed within the year	CVM Internationalization research project	1	1	4	5	4	4.33	
	P17. Number of Scopus, WoS and ACI publications and other reputable journals	As lead author	1	1	5	5	5	5.00	
	P18. Number of research collaboration/partnership	Research collaboration with James Cook University, University of Arkansas, and PhilOHUN	3	3	5	5	5	5.00	

EXTENSION SERVICES	**PI 5.** Number of trainings, seminars and for a conducted	As technical person for CVM extension project	2	3	5	5	5	5.00	
	PI 7. Number of expert services rendered:								
	reviewer of research and extension proposals	As member of technical working group for livestock and poultry	2	4	5	5	4	4.67	
	resource speaker/person (panelist, discussant, judge in academic and research competition, moderator in conferences, convenor, organizer, facilitator)	As resource person for Rabies education, 91st PVMA Scientific Convention, facilitator for One Health seminar	2	3	5	5	5	5.00	
	PI 14. Number of trainees	As Co-project leader of CVM Vet Mends	20	148	5	5	5	5.00	
	PI 15. Number of beneficiaries served								
	group	As faculty member with extension activities	2	4	5	5	5	5.00	
	individual	As faculty member with extension activities	40	690	5	5	5	5.00	
	PI 17. Number of clients assisted in agri-fair, walk in clients, training requests, in-house review, training and related activities	As Co-project leader of CVM Vet Mends and member of CVM rabies vaccination team	40	690	5	5	5	5.00	
GENERAL ADMIN. & SUPPORT SERVICES (GASS)	**PI 3.** Number of committee meetings conducted	As Chairperson of two CVM committees	5	6	4	4	5	4.33	
	PI 4. Number of routinary documents acted	As Chairperson of two CVM committees	1	2	5	5	4	4.67	
Total Over-all Rating								**19.19**	

Average Rating (Total Over-all rating divided by 4)	19.19/4	**4.80**
Additional Points:		
Approved Additional points (with copy of approval)	XX	
FINAL RATING		**4.80**
ADJECTIVAL RATING		**Outstanding**

Comments & Recommendations for Development Purpose:

- contributes to academic conferences and publishes research regularly.

- Regularly solicit feedback from students and peers to identify areas for improvement.

Evaluated & Rated by:

JOHN PHILIP LOU M. LUMAIN
Dept/Unit Head

Date: 24 July 2024

Recommending Approval:

HARVIE P. PORTUGALIZA
College Dean

Date: 7/30/2024

Approved by:

ROTACIO S. GRAVOSO
Vice President

Date: 7/31/2024

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

PERFORMANCE MONITORING & COACHING JOURNAL

		Q
✓	1st	U
✓	2nd	A
	3rd	R
	4th	T E R

Name of Office: <u>COLLEGE OF VETERINARY MEDICINE</u>

Head of Office: <u>HARVIE P. PORTUGALIZA</u>

Number of Personnel: <u>10 FACULTY MEMBERS, 3 ADMINISTRATIVE STAFF, 1 LABORATORY TECHNICIAN, 3 LABORERS, 2 SCIENCE RESEARCH ASSISTANTS</u>

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring					
Consultative meeting, setting expectations, finding solutions for enrollment problems, and briefing on schedule of classes for 1st Semester AY 2024-2025	-	✓	-	Meeting on June 25, 2024	Potential solution and Interventions were agreed upon
Preparations and Reviewing schedules of classes offered during midyear 2024.	-	-	OVPAA MC #13, s. 2024		In coordination with the Office of the Registrar
Reminding colleges on the due dates of submission of academic requirements and clearance of graduating students, as well as on giving necessary assistance to graduating students.	-	-	OVPAA MC #14, s. 2024		In coordination with the Office of the Registrar
Appointing graduation focal persons.			OVPAA MC #14, s. 2024		In coordination with UIMC
Submission of purchase requests for equipment, fixture, and furniture for instruction purposes.			OVPAA MC #15, s. 2024		Submitted on time the required documents to OVPAA.

TRACKING TOOL FOR MONITORING TARGETS

Major Final Output/ Performance Indicator	TASK	ASSIGNED TO	DURATION	TASK STATUS				REMARKS
				1st Week	2nd Week	3rd Week	4th Week	
ADVANCE EDUCATION SERVICES								
Graduate Degree Program Management Services								
PI 1. MSVM proposal reviewed/update	Follow-up appropriate offices for proposal for updates	College Secretary; Instruction Committee Chair	Continuing	X	X	X	X	None
HIGHER EDUCATION SERVICES								
Curriculum Program Management Services								
PI 1. Total FTE monitored	Monitor and Calculate FTE	Admin Staff	February-May, 2024	X	X	X	X	None
PI 2. Number of new or revised curricular proposals submitted PI 3. Number of new or revised proposals approved by UCC	Craft revised DVM curriculum	Instruction Committee	January-April, 2024	X	X	X	X	Revised DVM curriculum submitted for UAC approval
PI 4. Number of new degree programs implemented PI 5. Number of programs with COPC	Maintain compliant to CMO #1, series 2018.	Faculty And Staff; Dean and Department Head	Continuing	X	X	X	X	As of 2023, DVM program remains compliant to CHED (i.e., renewed COPC)
PI 7. Percentage passing in licensure examinations (1st time takers) PI 8. Percentage passing in licensure examinations (overall including repeaters)	Conduct of VLE review and activities to support board takers.	Instruction Committee; Student Services Committee; Continuing Education and Professional Development Committee	May-June, 2024	X	X	X	X	Delivered a review on subjects with low passing rate based on VSU data from PRC; Conducted test-taking seminar.
PI 9. Percentage of faculty rated at least VS in the Teaching performance evaluation by students PI 10. Percentage of faculty rated at least VS by supervisor	Mentoring and coaching of faculty members.	Dean And Department Heads	Continuing	X	X	X	X	All faculty members have at least VS rating.
PI 11. Percentage of courses offered with approved course syllabi	Mentor on writing OBE course syllabi and TOS	Instruction Committee; Dean and Department Heads	January-February 2024	X	X	X	X	All courses have OBE course syllabi and TOS
PI 12. Percentage of courses with approved IMs	Write and review IMs	Faculty Members; Instruction Committee;	Continuing	X	X	X	X	In-progress

		Department Heads						
PI 13. Percentage of courses offered with final grades submitted within the allowable period	Remind course in charge to submit grade on time.	Dean And Department Heads	June 2024	X	X	X	X	Most grades are submitted on time.
PI 14. Percentage of undergraduate students who graduated within the prescribed period	Monitor and assist graduating students	Academic Advisers	May-June 2024	X	X	X	X	None
PI 15. Number of curricular reviews conducted	Review DVM curriculum	Instruction Committee	January-March, 2024	X	X	X	X	Revised DVM curriculum submitted for UAC approval
PI 16. Number of IMs reviewed PI 17. Number of course syllabi and TOS reviewed and approved	Review IMs, OBE course syllabi, and TOS.	Instruction Committee	Continuing	X	X	X	X	None.
PI 18. Number of OJT MOAs prepared PI 19. Number student interns deployed and monitored	Prepare internship MOAs and assist DVM interns in getting the requirements.	Internship Coordinator	January-February 2024	X	X	X	X	Success-fully deployed interns in HTE.
PI 20. Number of thesis students advised	Assign students to research projects and faculty members within their research of interests.	Project Leaders And Study Leaders; Faculty Members	Continuing	X	X	X	X	None
PI 23. Number of external institutions/agencies conducting benchmarking activities served	Accommodate external institutions and prepare documents on the area they are benchmarking on.	Various Committees	Continuing	X	X	X	X	None
PI 24. Number of students from other academic departments conducting research activities served	Prepare a space in the laboratory for students.	Laboratory Technician	March-May, 2024	X	X	X	X	None
PI 25. Percentage of graduates (2 years prior) that are employed	Conduct graduate tracer's interview.	Alumni Coordinator	January – June 2024	X	X	X	X	None
PI 26. Percentage of students enrolled on schedule	Assist students during enrollment.	Academic Advisers	January 1-12, 2024	X	X	X	X	None
PI 28. Number of students advised: - On thesis/ field practice/speci al problem - No. of approved manuscript submitted within	Assign students to research projects and faculty members within their research of interests.	Project Leaders And Study Leaders; Faculty Members	January – June 2024	X	X	X	X	None

prescribed period - On consultation								
Number of student organizations advised/ assisted - Student organizations advised - Student organizations assisted on student related activities	Monitor student organizations.	Organization Advisers.	January – June 2024	X	X	X	X	None

RESEARCH INNOVATION SERVICES

P1. Number of research proposals submitted P2. Number of research proposal approved	Prepare research proposal.	Faculty Members	January – June 2024	X	X	X	X	Depends on the call for proposal.
P3. Number of approved research projects/studies implemented	Implement research projects.	Project And Study Leaders	January – June 2024	X	X	X	X	None
P4. Amount of research money obtained from external sources	Submit research proposal.	Faculty Members	January – June 2024	X	X	X	X	None
P5. Amount of research money obtained from internal sources	Submit research proposal.	Faculty Members	January – June 2024	X	X	X	X	None
P6. Number of research outputs presented in conferences: a. international b. national c. regional or institutional	Apply for oral presentation in conferences.	Faculty Members	January – June 2024	X	X	X	X	None
P7. Number of patent applications P8. Number of patents approved	Submit research outputs that can be patented.	Project Leaders.	January – June 2024	X	X	X	X	None
P10. Number of research articles derived from approved research in the university, submitted P11. Number of research articles derived from approved research in the university, published	Write scientific paper for publications.	Faculty Members with Approved Research in The University	January – June 2024	X	X	X	X	None
P12. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries	Translate research outputs into policy or technology for beneficiaries.	Faculty Members with Approved Research in the University	January – June 2024	X	X	X	X	None

P13. Number of research outputs completed within the year	Perform research activities based on targeted work plan.	Faculty Members with Approved Research in the University	January – June 2024	X	X	X	X	None
P14. Number of Scopus, WoS and ACI publications and other reputable journals	Publish research paper in journals indexed in Scopus, WoS, and ACI.	Faculty Members	January – June 2024	X	X	X	X	None
P15. Number of research collaboration/ partnership	Forge research collaborations with other institutions and stakeholders.	Faculty Members with Approved Research in the University	January – June 2024	X	X	X	X	None
P16. Number of publication qualified for VSU publication incentive award	Apply for VSU publication incentive award.	Faculty Members	January – June 2024	X	X	X	X	Subject to Call for Applica-tion.
EXTENSION SERVICES								
PI 1. Number of extension proposals submitted PI 2. Number of extension proposal approved	Apply for funding of extension project.	Faculty Members	January – June 2024	X	X	X	X	For VSU funding
PI 3. Number of approved extension projects implemented	Implement existing extension project.	Project Leader, Component Leaders, and Members	January – June 2024	X	X	X	X	VET Mends Project

PI 4. Number of extension outputs presented in:
  a. international
  b. national
  c. regional or institutional
	Present extension outputs.	Project Leader, Component Leaders, and Members	January – June 2024	X	X	X	X	None

PI 5. Number of extension activities conducted	Plan and conduct extension activities.	Project Leader, Component Leaders, and Members	January – June 2024	X	X	X	X	None
PI 6. Number of trainings, seminars and fora conducted	Plan and conduct trainings, seminars, and for a.	Project Leader, Component Leaders, and Members	January – June 2024	X	X	X	X	None

PI 7. Number of expert services rendered:
 	
  a. peer reviewer of journal/book
  b. reviewer of research and extension proposals
  c. resource speaker/perso n (panelist, discussant, judge in academic and research competition, moderator in conferences, convenor,
	Provide services as an expert in the field.	Faculty Members	January – June 2024	X	X	X	X	None

organizer, facilitator) d. accreditor e. consultancy								
PI 8. Number of IEC materials developed PI 9. Number of IEC materials distributed	Develop and distribute IEC materials.	Project Leader, Component Leaders, and Members	January – June 2024	X	X	X	X	None
PI 10. Number of extension articles derived from approved extension in the university, submitted PI 11. Number of extension articles derived from approved extension in the university, published	Submit scientific paper derived from extension projects.	Project Leader, Component Leaders, and Members	January – June 2024	X	X	X	X	None
PI 12. Amount of extension money obtained from external sources PI 13. Amount of extension money obtained from internal sources	Apply for funding of extension projects.	Faculty Members	January – June 2024	X	X	X	X	None
PI 14. Number of trainees	Conduct training for stakeholders.	Project Leader, Component Leaders, and Members	January – June 2024	X	X	X	X	None
PI 15. Number of beneficiaries served a. group b. individual	Provide services to beneficiaries.	Project Leader, Component Leaders, and Members	January – June 2024	X	X	X	X	None
PI 16. Number of active partnership with LGU's Industries, NGO's, NGA's, SME's and other stakeholders as a result of extension of activities	Forge partnership with stakeholders.	Faculty Members	January – June 2024	X	X	X	X	None
PI 17. Number of client assisted in agri-fair, walk in clients, training requests, in-house review, training and related activities PI 18. Percentage of beneficiaries who rated the training course/ and advisory services	Provide excellent services to clients.	Faculty Members and Staff	January – June 2024	X	X	X	X	None
SUPPORT TO OPERATIONS								
Faculty Development Services								

PI 1. Number of faculty pursuing advance degrees PI 2. Number of faculty-scholars who completed their advance degrees PI 3. Number of faculty granted with external scholarship PI 4. Number of faculty granted with internal scholarship/fellowship	Encourage faculty members for master and doctorate studies.	Faculty Members and Staff	January – June 2024	X	X	X	X	Following the BOR-approved Faculty Develop-ment Plan.
PI 5. Number of faculty granted with sabbatical leave	Encourage faculty members qualified for sabbatical leave.	Faculty Members	January – June 2024	X	X	X	X	Following the BOR-approved Faculty Develop-ment Plan.
PI 6. Number of faculty granted with post-doctoral leave	Encourage faculty members qualified for postdoctoral leave.	Faculty Members	January – June 2024	X	X	X	X	Following the BOR-approved Faculty Develop-ment Plan.
PI 7. Number of faculty sent to trainings, seminars and conferences	Send faculty members to training and conferences.	Faculty Members	January – June 2024	X	X	X	X	Following the BOR-approved Faculty Develop-ment Plan.
Faculty Recruitment/ Hiring Services								
PI 1. Number of new faculty hired with at least master's degree	Craft letter and proposal to entice applicants with master's degree.	Dean	January – June 2024	X	X	X	X	None
Faculty Evaluation Services								
PI1. Number of seminars/trainings/ conventions/ workshops coordinated for entire university PI2. Number of seminars/trainings/ conventions/workshops coordinated outside of the university	Coordinate seminars/ trainings/ conventions/ workshops.	Continuing Education and Professional Development Committee	January – June 2024	X	X	X	X	In coordina-tion with partners.
PI3. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	Mentoring and coaching faculty members in the aspect of Instruction.	Dean and Department Head.	January – June 2024	X	X	X	X	None
P4. Number of in-house seminars/trainings/ workshops/reviews conducted/attended	Conduct and attend in-house seminars/ trainings/ workshops/ reviews	Continuing Education and Professional Development Committee; Faculty Members and Staff	January – June 2024	X	X	X	X	In coordina-tion with partners.
Program and Institutional								None

Accreditation Services								
PI 1. 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	Comply with ISO 9001:2015	Faculty Members and Staff	January – June 2024	X	X	X	X	None

GENERAL ADMIN & SUPPORT SERVICES (GASS)

PI 1. Number of departments/institutes/ offices supervised	Supervise departments.	Dean	January – June 2024	X	X	X	X	None
PI 2. Number of management meetings conducted PI 3. Number of committee meetings conducted	Conduct management and committee meetings.	Dean and Department Heads.	January – June 2024	X	X	X	X	None
PI 4. Number of routinary documents acted PI 5. Number of requests acted	Act on routinary documents and requests.	Dean and Department Heads; Faculty Members and Staff.	January – June 2024	X	X	X	X	None
PI 6. Number of memoranda prepared	Prepare office memoranda.	Dean	June 1-30, 2024	X	X	X	X	None
PI 7. Percentage of IFWs submitted to OVPAA	Submit IFW on time	Clerk	February 1-29, 2024	X	X	X	X	None
PI 8. Percentage of Report of Actual teaching loads submitted to OVPAA 30 days after the start of classes	Submit teaching load to OVPAA on time.	Clerk	May-June 2029	X	X	X	X	None
PI 9. Percentage of faculty and staff submitted a DTR every month	Remind faculty members and staff to submit the DTR within 1 week after every month.	Faculty Members and Staff	January – June 2024	X	X	X	X	None
PI 10. Percentage of complaints, if any, addressed on time	Review possible complaint and respond to them immediately.	Administrative Staff	January – June 2024	X	X	X	X	None
PI 11. Percentage of action plans implemented and monitored as scheduled	Implement action plans based on CVM Strategic Plan.	Dean and Department Heads.	January – June 2024	X	X	X	X	None
PI 12. Monthly accomplishment report submitted on time.	Submit monthly accomplish-meng reports on time.	Dean and Department Heads.	January – June 2024	X	X	X	X	None
PI 13. Submission of College/Department PPMP for the following year within deadline as prescribed by BAC	Prepare and submit college and department PPM within the deadline.	Dean and Department Heads.	January – June 2024	X	X	X	X	Call for PPMP submission will be from July-December 2024.
PI 14. Number of coaching sessions among department heads, faculty & staff	Conduct coaching sessions regularly.	Dean and Department Heads.	January – June 2024	X	X	X	X	None
PI 15. Number of	Conduct planning	Dean and	January –	X	X	X	X	None

planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of College/ department targets	sessions, tracking, and monitoring of targets.	Department Heads.	June 2024					
PI 16. Number of regular executive committee meetings conducted	Conduct executive committee meetings.	Dean	January -- June 2024	X	X	X	X	None

Prepared by:

HARVIE P. PORTUGALIZA
Unit Head

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **Lotis M. Balala**

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	Assist enrollment of academic advisees	Enrolled students	January 2, 2024	January 12, 2024	January 12, 2024	Impressive	Very satisfactory	None
2	Prepare course syllabi	Approved OBE course syllabi	January 3, 2024	January 10, 2024	January 12, 2024	Very impressive	Outstanding	None
3	Review of student's thesis outline and manuscript	Final thesis outline and thesis manuscript	January 4, 2024	June 20, 2024	June 24, 2024	Impressive	Very satisfactory	None
4	Update instructional materials	Updated IMs in the VSUEE	January 7, 2024	January 12, 2024	January 16, 2024	Impressive	Outstanding	None
5	Extension services as a member of extension project	Number of extension activities conducted and number of clients served	March 1, 2024	April 30, 2024	March 20-21; April 3, 18; June 27-28, 2024	Very impressive	Outstanding	None
6	Conduct of research	Accomplishment reports	Jan. 4, 2024	June 30, 2024	Jan. 4-June 30, 2024	Very impressive	Outstanding	None
7	Attending meeting	Attendance and participation in regular and special meetings	January 10, 2024	January 10, February 7, March 6, April 10, May 9, & June 5, 2024	January 10, February 7, March 6, April 10, May 9, & June 5, 2024	Very impressive	Outstanding	None
8	Assist in plotting faculty workload	Faculty workload for 1st sem SY 2024-2025	June 26, 2024	June 26, 2024	June 26, 2024	Impressive	Very satisfactory	None
9	Facilitate conduct of One Health seminar	Implemented activity	March 4, 2024	May 7, 2024	May 8, 2024	Very impressive	Outstanding	None

| 10 | Prepare quarterly reports for research and extension | Submitted reports | June 20, 2024 | June 26, 2024 | June 26, 2024 | Very impressive | Outstanding | None |
| 11 | Present research and extension accomplishments at the in-house review | Panel evaluation of reports | July 9, 2024 | July 9, 2024 | July 9, 2024 | Very impressive | Outstanding | None |

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

** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

JOHN PHILIP LOU M. LUMAIN
Unit Head

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: _____ LOTIS M. BALALA _____

Performance Rating: _____ Outstanding _____

Aim: To efficiently deliver Instruction, Research and Extension services to achieve the College targets.

Proposed Interventions to Improve Performance:

Date: _____ January 2024 _____   Target Date: _____ June 2024 _____

First Step: A normal teaching load (Instruction function) in order to have time for research, extension activities and revision of instructional materials and to devote time as a veterinarian.

Result: A better schedule that will allow time for research, extension, and revision revision of new Instructional Materials.

Date: _____ April 2024 _____   Target Date: _____ June 2024 _____

Next Step: To do instruction, research, extension and development of new instructional materials.

Outcome: Submitted research output for publication, engaged in Extension activities and updated/new Instructional Materials.

Final Step/Recommendation:

The department/college should recruit additional faculty to cover the teaching load of those who left the university and/or on study leave.

Prepared by:

JOHN PHILIP LOU M. LUMAIN
Unit Head

Conforme:

LOTIS M. BALALA
Name of Ratee

INSTRUCTION AND EVALUATION OFFICE
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte
Phone/Fax: +63 053 565 0600 local 1104
Email: odie@vsu.edu.ph
Website: www.vsu.edu.ph

VISAYAS STATE UNIVERSITY

TEACHING PERFORMANCE EVALUATION
Summary by Department

Department: <u>College of Veterinary Medicine</u>

College: <u>College of Veterinary Medicine</u>

Semester and Academic Year: <u>First Semester 2023-2024</u>

Faculty name	Number of classes	Numerical Rating	Percentile Rating	Descriptive Rating
AGNES MORANTTE TAVEROS	10	4.70	94.00 %	Outstanding
ANA MARQUIZA MARTIZANO QUILICOT	5	4.60	92.00 %	Outstanding
CARL LEONARD MONREAL PRADERA	8	4.88	97.50 %	Outstanding
HARVIE POTOT PORTUGALIZA	6	5.00	100.00%	Outstanding
HEXELSA JOY CUESTA NUÑEZ	11	4.91	98.18 %	Outstanding
JANE PAGALAN DAUTIL	7	5.00	100.00 %	Outstanding
JOHN PHILIP LOU MACHICA LUMAIN	10	4.80	96.00 %	Outstanding
LOTIS MONSALES BALALA	9	5.00	100.00 %	Outstanding
RENATO ACABO DAGANTA	9	4.72	94.44 %	Outstanding
SHEBELLE ALCARIA CUEVA	9	5.00	100.00 %	Outstanding
SHIELA ROMERO RABE	10	4.90	98.00 %	Outstanding
	Department Mean	4.86	97.28%	Outstanding

Prepared by:

VANESSA W. NAZAL
TPES in-Charge
Date: <u>June 04, 2024</u>

Attested by:

MA. RACHEL KIM L. AURE
Director, Instruction and Evaluation
Date: <u>June 04, 2024</u>

Received by:

HARVIE POTOT PORTUGALIZA
Name and Signature of Department head
Date: <u>30 July 2024</u>

SANTIAGO JR. TORDA PEÑA
Name and Signature of College Dean
Date: <u>July 31, 2024</u>

Distribution of copies: *ODIE, College, Department*

Vision:	A globally competitive university for science, technology, and environmental conservation.	Page 1 of 1
Mission:	Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.	**FM-ODI-12** V1 11-19-2021

1st23-24sdCVM-01