SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS
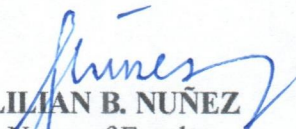
Name of Faculty Member: **LILIAN B. NUÑEZ**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean	25%	4.31	1.08
b. Students	10%	5.00	.5
Total for Instruction	35%	4.65	1.58
2. Research	20%	2.8	0.56
3. Extension	20%	4.38	0.88
4. Administration	25%	4.35	1.09.
TOTAL			4.1

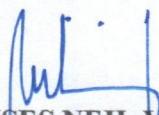EQUIVALENT NUMERICAL RATING: <u>4.1</u>
Add: Additional Points, if any: <u>-</u>
TOTAL NUMERICAL RATING: <u>4.1</u>

ADJECTIVAL RATING: **VERY SATISFACTORY**

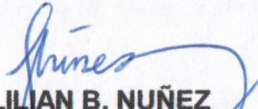Prepared by:

LILIAN B. NUÑEZ
Name of Faculty

Recommending Approval:

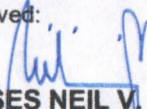**MOISES NEIL V. SERIÑO**
Dean, CME

Approved:

BEATRIZ S. BELONIAS
Vice President- Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, <u>LILIAN B. NUNEZ,</u> a faculty member of the <u>INSTITUTE FOR STRATEGIC RESEARCH AND DEVELOPMENT STUDIES</u>, commit to the delivery of and agree to be rated on the following targets in accordance with the indicated measures for the period <u>**JANUARY-DECEMBER 2022**</u>.

LILIAN B. NUÑEZ
Associate Professor V
Date: Jan. 4, 2023

Approved:

MOISES NEIL V. SERINO
College Dean
Date: 1/20/23

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment (January-December 2022)	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Eficiency	Timeliness	Average	
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	2	3	√	√	√	√	2nd sem 2021-2022: DSOC205, DSOC208 1st sem 2022-23: DSOC205
	PI 8: Number of graduate students advised *	**A2.** Number of students advised	Acts as academic adviser to graduate students	3	4	√	√	√	√	Lagat, KT Amante, C. Hipe, HA Alegria, PVT
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	2	1	3	3	3	3	KT Lagat
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	4	6	5	5	5	5	KT Lagat ; KT Juanillo; Buletin, EA; Jadina, EMC; Cagasan, LEG; Meliton, J.
		A4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	6	6	5	5	5	5	

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	2	4	4	4	4	DSOC205 and DSOC208
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10	10	4	4	4	4	DSOC205 and DSOC208
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	7	5	5	5	5	DSOC205 and DSOC208
	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 Moodle or Google Classroom	2	2	4	4	4	4	
PI 10. Additional outputs:	A 8. Other outputs implementing the new normal due to Covid 19								

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	2	2	4	4	4	4	2nd sem 2021-22: Mgmt 200 1st sem 2022-23: Scio 11
	A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	4	4.5	4.5	4.5	4.5	
	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							

		A12. Number of trainings attended related to instruction	Attend mandated trainings	5	3	3	3	3	3	
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught (Term exams)	4	4	4	4	4	4	
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab (Assessments)	20	20	4	4	4	4	Assessments & daily quizzes
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required (Learning Tasks)	20	210	5	5	5	5	6 learning tasks x 35 students
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students							
		A17. Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	0	1	5	5	5	5	Verallo, MR - BSAB-4
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	0	2	5	5	5	5	Ramirez, Y.- BSAB-4
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	40	60	5	5	5	5	
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advises student organizations recognized by USSO							
		A20. Number of Student organizations assisted on student related activities	Assists 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 :	Prepares and submits for review by the Technical Review Panel							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	4	4	4	4	

		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	3	5	√	√	√	√	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	0	4	√	√	√	√	
		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	1	0	1	1	1	1	
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using Moodle	1	1	4	4	4	4	
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
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	3	5	√	√	√	√	1) Forest & Landscape Restoration-Gender component 2) Developing Vegetable VC - Socioeconomics component 3) Learning Alliance Approach-Vegetable VC (completed: June 2022) 4) Gender-Responsive KTP 5) Inclusive Value Chain
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year	2	1	3	3	3	3	Learning Alliance Approaches
	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		1	0	1	1	1	1	
		In refereed nat'l/regional journals		1	0	1	1	1	1	

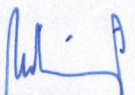| PI	A	Task							Remarks
PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	**A 30.** Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scienfic for a/conferences							
	In int'l 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	1	1	4	4	4	4	Gender-Responsive KTP
PI 6. Additional outputs*	**A 32.** No. of research-related awards (research conducted by faculty or student w/ faculty)								
	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									
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	3	7	√	√	√	√	1) COLLABDev: Inopacan LGU, ELAC, AER 2) BIDANI: UPLB, VSU-Isabel, VSU-Villaba, Baybay LGU
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							
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	Implements duly approved extension projects	1	2	√	√	√	√	1) COLLABDev Project 2) BIDANI Program

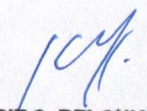| PI	Activity	Description							Remarks
PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	**A 39.** Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher 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 reviewer/ Panelist	*Peer reviewer/Panelist*								
Resource Person	*Resource Person*		3	6	✓	✓	✓	✓	
Convenor/Organizer	*Convenor/Organizer*		1	2	3	3	3	3	FLRP-PO training; Martial; law commemoration
Consultancy	*Consultant*								
Evaluator	*Evaluator*		3	2	3	3	3	3	Socioeconomics TWG & AIHR 2021
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	1	1	4	4	4	4	COLLABDev project
PI 11. Additional outputs *	**A 42.** No. of extension-related awards (extn. conducted by faculty or student & faculty) *			2	✓	✓	✓	✓	Team effort: BIDANI - Level 2: Best Ongoing Project; Level 3: 5th Best Poster
	A 43. Other outputs implementing the new normal due to Covid 19	Designs extension related activities and other outputs to implement new normal	0	2	✓	✓	✓	✓	Conduct of face-to-face BIDANI program orientation for VSU-Isabel & VSU-Villaba
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	**A 44.** Compliance to all requirements of the QMS 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	0 noncom formity	2 NCs; 2 OFIs	3	3	3	3	Internal Audit in Oct. 2022

		A 45. Compliance to all requirements of the program and institutional accreditations;								
		Program accreditation (CHED-COPC)	Prepares required documents and complies all requirements as prescribed in the accreditation tools	3	3	✓	✓	✓	✓	Submitted in January: MSDevSoc, MSLAM, MLAM Resubmitted in May & June 2022: MSLAM & MLAM
		Program accreditation by AACCUP			1	✓	✓	✓	✓	MSDevSoc Level 2 accreditation result released in June 2022
UMFO 6. GENERAL ADMINISTRATION AND SUPPORT SERVICES (GASS)										
	PI 2. Zero percent complaint from clients served	**A 46**. Customerly friendly frontline services								
		Perform supervisory activities	Monthly staff meetings	12	15	✓	✓	✓	✓	9 Staff meetings and 6 faculty meetings
			Coaching sessions	6	8	✓	✓	✓	✓	6 staff
			Virtual classrooms evaluation	2	2	4	4	4	4	1 evaluation session per term for all VCs
			Virtual classrooms monitoring	4	10	✓	✓	✓	✓	2nd Sem 2021-2022 & 1st Sem 2022-2023
			Course syllabi evaluation	10	2	2	2	2	2	
			Personnel concerns	5	7	✓	✓	✓	✓	Request for driver, utility person, faculty member, replacement of faculty who resigned; arrangement with LAM faculty to handle a course; request for affiliate faculty member; oriented 2 utility persons
			Orientation with graduate students	2	2	45	45	45	45	Individual orientation by Graduate Admissions Committee during enrolment

	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 performing 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			Comments & Recommendations for development purpose: Increase publication outputs				
	Total Over-all Rating	24.6								
	Average Rating	4.1								
	Adjectival Rating	VS								

Evaluated & Rated by:

MOISES NEIL V. SERIÑO
Dean, CME
Date: 1/20/23

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: _____

Approved by:

EDGARDO E. TULIN
President
Date: _____

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **LILIAN B. NUÑEZ**
Performance Rating: 4.10

Aim: To publish an article

Proposed Interventions to Improve Performance:

Date: January 3, 2023   Target Date: March 31, 2023

First Step:
Review existing draft article.

Result:
Draft article enhanced and shared with peer evaluators

Date: July 1, 2023   Target Date: September 30, 2023
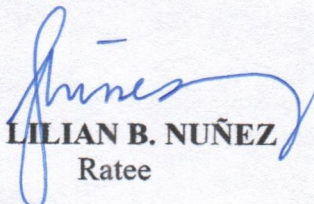
Next Step:
Finalize article.

Outcome: Article accepted by publisher and considered a contribution to unit's target publications for the year
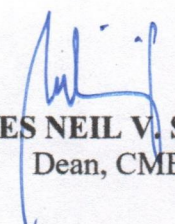
Final Step/Recommendation:

Submit final article to publisher.

Prepared by:

MOISES NEIL V. SERIÑO
Dean, CME

Conforme:

LILIAN B. NUÑEZ
Ratee