

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **KENNY ORIEL A. OLANA**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)		4.89x100%= 4.89	
b. Students (0%)			
Total for Instruction	40%	4.89	1.96
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		5.00x100% = 5.00	
Total for Research	30%	5.00	1.50
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)		4.67x100% = 4.67	
Total for Extension	15%	4.67	0.70
4. Administration	15%	4.84	0.73
5. Production	0%	0	0.00
TOTAL			4.89


EQUIVALENT NUMERICAL RATING: **4.89**

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.89**

ADJECTIVAL RATING: **Outstanding**

Prepared by:


KENNY ORIEL A. OLANA
Name of Faculty

Reviewed by:


EUGENE B. LAÑADA
Department Head

Recommending Approval:


SANTIAGO PEÑA, JR.
College Dean

Approved:


BEATRIZ S. BELONIAS
Vice President for Academic Affairs

“Exhibit B”

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **KENNY ORIEL A. OLANA**, 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 **July to December, 2020**.


KENNY ORIEL A. OLANA
Ratee

Approved: 
EUGENE B. LAÑADA
Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO 2 HIGHER EDUCATION SERVICES	FTE	Teaching	5	29.80	5	5	5	5.00	
	PI 9: Number of student organizations advised/ assisted *								
	Student organizations advised on consultation	Co-advised Dog Owner's Club	1	1	5	4	5	4.67	
	Student organizations assisted on student related activities	Assisted Dog Owner's Club Vaccination drive	1	1	5	5	5	5.00	
	PI 10: Number of instructional materials developed *								
	On-line ready courseware	Created Moodle online courseware for VMed 147	1	3	5	5	4	4.67	
	Flexible instructional materials	Created Learning Guide of VMed 147	1	3	5	5	5	5.00	
	PI 10: Number of virtual classrooms created and operationalized	Created Moodle online platform for Vmed 147. Created Google Classroom	1	3	5	5	5	5.00	
RESEARCH SERVICES	Percentage of research outputs published in internationally-referred or	In refereed nat'l/regional journals	1	1	5	5	5	5.00	


	CHED recognized journal within the year								
EXTENSION SERVICES	Number of technical/expert services	Consultancy	1	1	5	5	4	4.67	
GENERAL ADMIN. & SUPPORT SERVICES	Number of meetings attended	As college secretary and faculty member	5	17	5	4	5	4.67	
	Number of documents acted on time	As college secretary and faculty member	10	20	5	5	5	5.00	
	Number of documents released on time	As college secretary and faculty member	5	20	5	5	4	4.67	
	Number if assigned task completed before the deadline	As college secretary and faculty member	2	10	5	5	5	5.00	
Total Over-all Rating								19.40	

Average Rating (Total Over-all rating divided by 4)	19.40/4	4.85
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.85
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose:

Do more research

Evaluated & Rated by:


EUGENE B. LAÑADA
 Dept/Unit Head

Date:

7/10/2021

Recommending Approval:


SANTIAGO PEÑA, JR.
 College Dean

Date:

7/10/2021

Approved by:


BEATRIZ S. BELONIAS
 Vice President for Academic Affairs

Date:

7/30/21

1 – Quality

2 – Efficiency

3 – Timeliness

4 – Average

PERFORMANCE MONITORING FORM

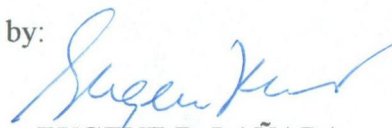
Name of Employee: KENNY ORIEL A. OLANA

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	Maintained Moodle online courseware for VMed 147	Virtual classroom	July, 2020	Up to present	December 2020	Impressive	Very Satisfactory	Be more creative on virtual platform
2	Co-created Moodle online courseware for VMed 153	Virtual classroom	July, 2020	August 2020	October 2020	Impressive	Very Satisfactory	Be more creative on virtual platform
3	Created Learning Guide of VMed 147	Instructional Material	July, 2020	October 2020	October 2020	Impressive	Very Satisfactory	Observe formatting
4	Created Laboratory Manual of VMed 147	Instructional Material	October, 2020	December 2020	December 2020	Impressive	Very Satisfactory	Comprehensive work
5	Tasks as college secretary	Minutes, notice of meetings, etc.	January, 2020	December 2020	December 2020	Impressive	Outstanding	Adhere to Robert's Rule

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

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

Prepared by:


EUGENE B. LAÑADA
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: KENNY ORIEL A. OLANA
Performance Rating: OUTSTANDING

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

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: July 2020 Target Date: December 2020

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, field veterinarian and revision of new Instructional Materials.

Date: October 2020 Target Date: December 2020

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


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

Recommendation:

The department should recruit additional faculty to cover the load of those who are on study leave and the K to 12 subjects to de-load existing faculty.

Prepared by:

Conforme:


KENNY ORIEL A. OLANA
Ratee


SANTIAGO T. PEÑA, JR.
College Dean