

Exhibit K**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%) 100%		4.85 x100% = 4.85	
b. Students (50%)			
Total for Instruction	40%	4.85	1.95
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		4.67x100% = 4.67	
Total for Research	30%	4.67	1.40
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)		4.87x100% = 4.87	
Total for Extension	15%	4.93	0.74
4. Administration	15%	4.93	0.74
5. Production	0%	0	0.00
TOTAL			4.82

NO TIES

EQUIVALENT NUMERICAL RATING: **4.82**

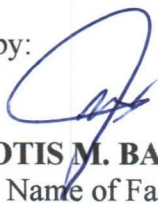
Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.82**

ADJECTIVAL RATING:

Outstanding

Prepared by:


LOTIS M. BALALA
Name of Faculty

Reviewed by:


SANTIAGO T. PEÑA, JR.
Department Head

Recommending Approval:


SANTIAGO T. PEÑA, JR.
College Dean

Approved:


BEATRIZ S. BELONIAS
Vice President for Academic Affairs

“Exhibit B”

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 2021.**


LOTIS M. BALALA
Ratee

Approved: 
SANTIAGO T. PEÑA, JR.
Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
HIGHER EDUCATION SERVICES	PI 5: Total FTE, coordinated, implemented and monitored	As course in-charge	4	9.85	5	5	5	5.00	
	PI. 8: No. of students advised								
	On thesis	As SRC chairman or member	1	11	5	5	5	5.00	
	On consultation	As course in-charge or academic adviser	2	10	5	5	5	5.00	
	PI. 10: Number of instructional materials developed								
	Number of virtual classrooms created and operationalized	As course in-charge	1	3	5	5	4	4.67	
	Flexible instructional materials	As course in-charge	1	3	5	5	5	5.00	
	Assessment tools (No. of courses handled x 2)	As course in-charge	1	6	5	5	4	4.67	
	PI. 11. Additional Outputs – No. of instructional materials reviewed	As member of IMs committee	2	5	5	5	4	4.67	
	PI. 3: Percentage of research outputs published in internationally-refereed								

SUPPORT SERVICES (GASS)	Number of special meetings attended	As Dept. Head and faculty member	0	12	5	5	5	5.00	
	Number of activities attended and organized by committee	As member of the duly-approved CVM standing committees	1	5	5	5	4	4.67	
	Number of Best practices/new initiatives in College administration replicated/benchmarked by other Colleges/other agencies *	As content contributor in the CVM-VSU website	1	1	5	5	5	5.00	
Total Over-all Rating								19.39	

Average Rating (Total Over-all rating divided by 4)	19.39/4	4.85
Additional Points:		
Approved Additional points (with copy of approval)	xx	
FINAL RATING		4.85
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose:

Ant leading a research project.

Evaluated & Rated by:

SANTIAGO T. PEÑA, JR.

Dept/Unit Head

Date: 11/4/2011

Recommending Approval:

SANTIAGO T. PEÑA, JR.

College Dean

Date: 11/4/2011

Approved by:

BEATRIZ S. BELONIAS

Vice President

Date: 11/5/2011

LEGEND:

Q ¹ - Quality	4.6 - 5.0 Outstanding
E ² - Efficiency	3.8 - 4.5 Very Satisfactory
T ³ - Timeline	3.0 - 3.7 Satisfactory
A ⁴ - Average	2.2 - 2.9 Unsatisfactory
	2.1 - Bellow Poor

Exhibit I

PERFORMANCE MONITORING FORMName 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	Teaching	Exams and Grades submitted	January 4, 2021	March 15, 2021	March 15, 2021	Very impressive	Outstanding	None
2	Review of student's thesis outline and manuscript	Approved Thesis outline Thesis manuscript	March 1, 2021	April 20, 2021	April 20, 2021	Impressive	Very satisfactory	Should have thesis advisee(s) in the coming semester
3	Developing course OBE syllabi	Approved OBE course syllabi	Jan 4, 2021	Mar 13, 2021	Mar 13, 2021	Very impressive	Outstanding	None
4	Creating instructional material	Learning guide/Workbook	January 4, 2021	Mar 13, 2021	Mar 15, 2021	Impressive	Outstanding	None
5	Extension services as a member of extension project	Number of extension activities conducted and number of clients served	April 24, 2021	April 30, 2021	April 30, 2021	Very impressive	Outstanding	None
6	Attending meeting	Attendance and participation in regular and special meetings	Jan 4, 2021	June 30, 2021	June 30, 2021	Very impressive	Outstanding	None

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

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

Prepared by:


SANTIAGO T. PEÑA, JR.
 Unit Head

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 and/or Competence and Qualification to assume higher responsibilities:

Date: January, 2021

Target Date: June, 2021

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 services and creation or revision of new or existing Instructional Materials.

Date: March, 2021

Target Date: June, 2021

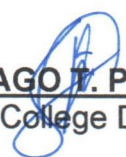
Next Step: To do instruction, research, extension and revision of instructional materials.

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:


SANTIAGO T. PEÑA, JR.
College Dean

Conforme:


LOTIS M. BALALA
Ratee