

# Exhibit K

## SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: AGNES M. TAVEROS

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction		$50\% = 2.43$	
a. Head/Dean (100%)		$4.86 \times 100\% = 4.86$	
b. Students (0%)		$3.92 \times 50\% = 1.96$	
Total for Instruction	70%	4.86 4.39	<del>3.40</del> 3.07
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		$0 \times 100\% = 0.00$	
Total for Research	0%	0.00	0.00
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)		$4.67 \times 100\% = 4.67$	
Total for Extension	15%	4.67	0.70
4. Administration	15%	4.93	0.74
5. Production	0%	0	0.00
<b>TOTAL</b>			<del>4.84</del> 4.51

EQUIVALENT NUMERICAL RATING:

~~4.84~~ 4.51

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

~~4.84~~ 4.51

ADJECTIVAL RATING:

~~Outstanding~~ VS


Prepared by:

  
**AGNES M. TAVEROS**  
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, **AGNES M. TAVEROS**, of the **College of Veterinary Medicine** commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **January 1 to June 30, 2021**.

**AGNES M. TAVEROS**

Ratee

Approved: **SANTIAGO T. PEÑA**

Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
Higher Education Service	PI 5: FTE	Course in-charge	5	60.70	5	5	5	5.00	
	PI 8:								
	Number of students advised on thesis/field practice/special problem	Thesis advising	1	8	5	5	5	5.00	
		Field practice advising	1	16	5	5	5	5.00	
	Number of approved manuscripts submitted within prescribed period	Thesis manuscript checking	1	4	5	5	5	5.00	
		Field practice report checking	10	16	5	5	5	5.00	
	Number of students advised on consultation	As academic adviser	2	40	5	5	5	5.00	
	PI 9: Number of student organizations advised/assisted								
	Student organizations advised	As adviser	1	1	5	5	5	5.00	
	Number of student organizations assisted	As adviser	1	1	5	5	5	5.00	
	PI 10: Number of instructional materials developed								
	Number of virtual classrooms created and operationalized	As course in-charge/instruction	2	2	5	5	5	5.00	
	Flexible instructional materials	As author and co-author	2	2	5	5	5	5.00	



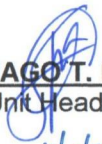
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Average Rating (Total Over-all rating divided by 3)	14.57/3	4.86
Additional Points:		
Approved Additional points (with copy of approval)	XX	
FINAL RATING		4.86
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose:

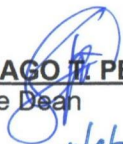
*active  
maintain connection of  
CUTA research & extension.*

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<sup>1</sup> - Quality      4.6 - 5.0 Outstanding  
E<sup>2</sup> - Efficiency      3.8 - 4.5 Very Satisfactory  
T<sup>3</sup> - Timeline      3.0 - 3.7 Satisfactory  
A<sup>4</sup> - Average      2.2 - 2.9 Unsatisfactory  
2.1 - Below Poor



## Exhibit I

**PERFORMANCE MONITORING FORM**Name of Employee: AGNES M. TAVEROS

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	Grades	Jan, 2021	June 2021	June 2021	Very impressive	Outstanding	Find ways to increase student engagement
2	Thesis manuscript preparation advising	Approved thesis manuscript	Jan, 2021	June 2021	June 2021	Very impressive	Outstanding	Find ways to encourage student independence
3	Field practice report preparation advising	Approved field practice reports	Jan, 2021	June 2021	June 2021	Very impressive	Outstanding	Find ways to encourage student independence
4	Student academic advisee advising during consultation	Suggestions to resolve advisee issues and problems	Jan, 2021	June 2021	June 2021	Very impressive	Outstanding	Find ways to encourage other advisees to consult me
5.	Advising student organization advising	Advice to CSSC issues and problems	Jan, 2021	June 2021	June 2021	Very impressive	Outstanding	Find ways to encourage organization to improve record-keeping
6.	Assisting student organization activities	Suggestions on issues and problems of organization	Jan, 2021	June 2021	June 2021	Very impressive	Outstanding	Find ways to encourage student organization to increase attendance during activities
7.	Developing online-ready courseware	Online-ready courseware	Jan, 2021	June 2021	June 2021	Very impressive	Outstanding	Find ways to improve courseware
8.	Developing flexible instructional materials	Flexible instructional materials	Jan, 2021	June 2021	June 2021	Very impressive	Outstanding	Find ways to increase flexibility of IM

9.	Developing assessment tools	Assessment tools in the courses handled	Jan, 2021	June 2021	June 2021	Very impressive	Outstanding	Find ways to increase assessment tools
10.	Creating and operationalizing virtual classrooms	Operational virtual classrooms	Jan, 2021	June 2021	June 2021	Very impressive	Outstanding	Find ways to increase students use of virtual classroom
11.	With the CVM IMs Committee, reviewing instructional materials for the 2 <sup>nd</sup> sem courses	Approved OBE syllabi	Jan, 2021	June 2021	June 2021			
12.	Training of clientele as component leader of two of CVM's extension projects and as a member of one of CVM's extension project	Trainees weighted by the length of training	Jan, 2021	June 2021	June 2021	Impressive	Satisfactory	Find more aggressive ways of implementing the extension projects even in time of the pandemic
13.	Reviewing a paper for publication	Reviewed paper submitted to publisher	January 2021	April 2021	June 2021	Impressive	Satisfactory	Find ways to hasten review of paper
14.	Extending expert/technical services to livestock raisers	Advice to resolve health and other problems of livestock and poultry raisers	January 2021	June 30, 2021	June 30, 2020	Very impressive	Outstanding	Find ways to reach out to more livestock raisers in need of vet services
15.	Attending or assisting coaching sessions among department heads, faculty & staff	Improved efficiency in the resolution and completing of the coaching sessions	January 2021	June 30, 2021	June 30, 2020	Very impressive	Outstanding	Find better ways of attending or assisting coaching sessions
16.	Attending or assisting planning sessions, tracking and monitoring of targets, etc. to ensure attainment of College/department targets	Improved efficiency in the tracking and monitoring of targets, etc. to ensure attainment of College/department targets	January 2021	June 30, 2021	June 30, 2020	Very impressive	Outstanding	Find better ways of attending or assisting planning sessions, tracking and monitoring of targets
17.	Attending regular meetings	Improved efficiency of CVMs regular meetings	January 2021	June 30, 2021	June 30, 2020	Very impressive	Outstanding	Find better ways of
18.	Organizing/attending Committee activities	Improved efficiency in attainment of	January 2021	June 30, 2021	June 30, 2020	Very impressive	Outstanding	Find better ways of attending regular meetings

		Committee meetings in the CVM						
19.	Assisting in the best practices/new initiatives in College administration	Creation of best practices in the CVM	January 2021	June 30, 2021	June 30, 2020	Very impressive	Outstanding	Find better ways of creating best practices at CVM

\* 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:** AGNES M. TAVEROS

**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

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

**Date:** March 2021

**Target Date:** June 2021

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

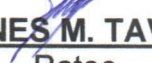
**Outcome:** Submitted research output for publication, engaged in Extension activities and revised Instructional Materials.

**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:

Conforme:

  
AGNES M. TAVEROS  
Ratee

  
**SANTIAGO T. PEÑA, JR.**  
College Dean