



Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Acedo, Villaluz Z.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		5.0 x 50% = 2.50	
b. Students (50%)		5.0 x 50% = 2.50	
TOTAL for Instruction	25%	5.0 X 0.25 =	1.25
2. Research	50%	5.0 X 0.50 =	2.50
3. Extension	20%	5.0 x 0.20 =	1.00
4. Production	5%	4.67 x 0.05 =	0.23
TOTAL			<b>4.98</b>

EQUIVALENT NUMERICAL RATING: 4.98

Add: Additional Points, if any:

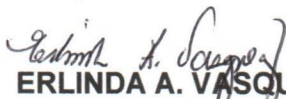
TOTAL NUMERICAL RATING: **4.98**

ADJECTIVAL RATING: **Outstanding**

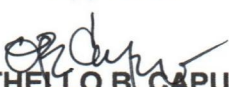
Prepared by:

  
**MARIA ELSA M. UMPAD**  
Administrative Officer II

Reviewed by:

  
**ERLINDA A. VASQUEZ**  
Director

Approved:

  
**OTHELLO B. CAPUNO**  
VP for R&E

Vision: A globally competitive university for science, technology, and environmental conservation

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)**

I, VILLALUZ Z. ACEDO, of PhilRootcrops commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measure the period January 2019 to June 2019

VILLALUZ Z. ACEDO

Ratee

Approved:

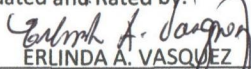
Erlinda A. Vasquez

Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Targets	Actual Accomplishment	Rating				Remarks
					Q1	E2	T3	A4	
<b>Advanced &amp; Higher Education Services</b>	FTE	• Hort& 300 (thesis- MS) Hort 222 Lec and Lab	1.0	1.5	S	S	S	S	
	Number of Student Research Advising	Advise/guide students on various concerns	1MS student	2MS students (1GAC chair, 1 GAC member)					
	Approved Manuscript /outline submitted	Assist/check Student's manuscript/outline	1	1					
	Student advising/Consultation Services Hours spent on consultation	Advise/guide students on various concerns	7/wk	12/wk					
	Number of Instructional Matls Developed/Revised & Utilized	Formulate IM	1	4 revised Lec ppt					
<b>Research Services</b>	• Research workload units conducted	Implement approved proposals	10	15	S	S	S	S	
	Number of research citations of published articles : ➤ Regional	Knowledge promotion	1	7					
	• Number of research fora attended/participated	Promote knowledge exchange, expand linkages/networks	1	2					
	Number of research papers produced	Knowledge promotion	1	2 papers prepared for publication					
	• No. of Research collaboration	Proposal submitted		1 research collaboration with BISU and BSU (DOST-PCARRD funding)					
<b>Extension Services</b>	Number of trainings conducted	To conduct hand-on training on developed technologies	1	2(hands-on training on field planting of TC-derived ubi,	S	S	S	S	

	No. of Linkages	Establish linkages for outreach programs	1	1					
	No. of planting materials disseminated (R&E)	Disseminate 1. tissue cultured ubi	20	100					
	Expert services provided	Serve a chair/facilitator, etc	2	Served as chair /Pres.of PAPTCB (National) BOT member of FCSSP (Natal)					
<b>Production Services (Resource Generation)</b>	Number of tissue culture-derived planting materials produced	Produce planting materials for research/extension and for students' use	500	2,000 ube plantlets 100 gabi plantlets 100 cassava plantlets	5	5	4	4.67	
	Number of ornamental crops planting materials produced			100 chrysanthemum plantlets					
<b>Total Over-all Rating</b>									4.92
<b>Average Rating (Total Over-all rating divided by 4)</b>					<b>Comments &amp; Recommendations for Development Purp</b>  To prepare and submit research proposals				
<b>Additional Points:</b>									
<b>Punctuality</b>									
<b>Approved Additional points (with copy of approval)</b>									
<b>FINAL RATING</b>				4.92					
<b>ADJECTIVAL RATING</b>				Outstanding					

Evaluated and Rated by:

  
 ERLINDA A. VASQUEZ

Dept/Unit Head

Date: \_\_\_\_\_

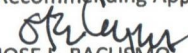
1 – qual

2 – Efficiency

3 – Timeliness

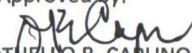
4 – Average

Recommending Approval:

  
 JOSE L. BACUSMO  
 Director of Research

Date: \_\_\_\_\_

Approved by:

  
 OTHELLO B. CAPUNO

VP. Research and Extension

Date: \_\_\_\_\_

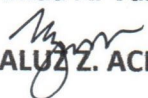


PERFORMANCE MONITORING & COACHING JOURNAL

X	1st	Q U A R T E R
X	2 <sup>nd</sup>	
	3 <sup>rd</sup>	
	4th	

Name of Office: PhilRootcrops

Head of Office: Dr. Erlinda A. Vasquez

Name of Personnel:  VILLALUZ Z. ACEDO

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
<b>Monitoring</b>  Jan 7, 2019 March 1, 2019 April 1, 2019 May 20, 2019 June 17, 2019	one-on-one discussion on project / program progress	Monthly PRDC meeting	Issuance of internal memoranda		Attendance to PRDC monthly Meetings by the members of the Research and Development Council
<b>Coaching</b>	Research proposal production to DA/DA-BAR/PCAARRD /other agencies submission	one-on-one discussion on project progress  Group coaching during PRDC Meetings  Jan 7, 2019 March 1, 2019 April 1, 2019 May 20, 2019 June 17, 2019			Proposal prepared and submitted to DA-BAR / PCAARRD /other agencies  New proposal for evaluation

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

  
ERLINDA A. VASQUEZ  
Director

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **VILLALUZ Z. ACEDO**

Performance Rating: **Outstanding**

Aim: To implement on-going research projects and prepares research proposals  
To perform instruction function

Proposed Interventions to Improve Performance:

Date: January 1, 2019

Target Date: June 30, 2019

First Step:

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Implements on-going research projects  
Prepares proposals for review and funding  
Attends related trainings for capability build-up (leadership, management /  
administration) and other related trainings in relation to administrative duties

Result:

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- Implemented the scheduled activities of the research projects
  - Presented research results to 1<sup>st</sup> level review (In-house Review) and 2<sup>nd</sup> level review
  - Prepared and submitted proposals for review
  - Attended capability build-up trainings
  - Served as professor and student adviser of Horticulture students
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Date: July 1, 2019

Target Date: Dec 31, 2019

Next Step:

Continue the implementation of research projects  
Follow-up the submitted proposals  
Attends capability build-up trainings

Outcome: Research projects continuously implemented  
Research accomplishments subjected for review and monitoring by the  
funding agency  
Instructor and adviser to Horticulture students  
Attended capability build-up trainings

Final Step/Recommendation:

To maintain performance and or exceed the current performance; to submit proposals and continue doing four fold functions of instruction, research, extension and production.

To attend trainings on leadership, organizational management and effective administration.

Prepared by:

  
ERLINDA A. VASQUEZ  
Director

Conforme:

  
\_\_\_\_\_  
Name of Ratee Faculty/Staff