

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: SANTIAGO T. PEÑA, JR.

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction		$50\% = 2.46$	
a. Head/Dean (100%) 50%		$4.92 \times 100\% = 4.92$	
b. Students (0%) 50%		$4.14 \times 50\% = 2.07$	
Total for Instruction	40%	$4.92 \times 40\% = 1.97$	$1.97 + 2.07 = 4.04$
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		$4.84 \times 100\% = 4.84$	
Total for Research	30%	4.84	1.45
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept. Head/Center Director (50%)		$4.82 \times 100\% = 4.82$	
Total for Extension	15%	4.82	0.72
4. Administration	15%	5.00	0.75
5. Production	0%	0	0.00
TOTAL			$4.04 + 1.45 + 0.72 + 0.00 = 6.21$

EQUIVALENT NUMERICAL RATING: 4.89 4.73

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.89 4.73

ADJECTIVAL RATING:

Outstanding

Prepared by:

SANTIAGO T. PEÑA, JR.

Name of Faculty

Recommending Approval:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Approved:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

“Exhibit B”

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **SANTIAGO T. PEÑA, JR.** 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.**

SANTIAGO T. PEÑA, JR.

Ratee

Approved:

BEATRIZ S. BELONIAS

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	Instruction	5	12.80	5	5	5	5.00	
	PI 8: Number of students advised:								
	On thesis	As adviser	1	4	5	5	5	5.00	
	No. of approved manuscripts submitted within the prescribed period	Ad adviser	1	4	5	5	5	5.00	
	On consultation	As adviser	2	>10	5	5	5	5.00	
	PI 10: Number of instructional materials developed								
	Number of virtual classroom created and operationalized	As course in-charge	2	2	5	5	5	5.00	
	Flexible instructional materials	As course in-charge	2	2	5	5	5	5.00	
	Assessment tools	As course in-charge	2	>4	5	5	5	5.00	
	PI 11: Additional Outputs-No. of instructional materials	As course in-charge	2	2	5	5	5	5.00	
RESEARCH SERVICES	PI 1: Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries*	As research project/study leader	0	-	5	4	5	4.67	
	PI 2: Number of research output completed within the year*	As research project/study leader	0	-	5	4	5	4.64	
	PI 3: Percentage of research output published in internationally-referred or CHED recognized journal within the year*			-					

	In refereed international journals	As first author	1	1	5	5	5	5.00	
	PI 4: Number of research outputs presented in regional/national/int'l for a/conferences								
	In National/regional for a/conferences		0						
	PI 5: Percentage of research proposal submitted/approved*	As research project/study leader	20%	100%	5	5	5	5.00	
EXTENSION SERVICES	PI 1: Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	As extension project/study leader	3	0	5	4	5	4.67	
	PI 2: Number of trainees weighted by the length of training	As extension project/study leader	68	-					No formal training conducted due to COVID-19 pandemic.
	PI 3: Number of extension programs organized and supported consistent with the SUCs mandated and priority programs*	As extension project/study leader	3	2	5	4	5	4.67	- Rabies vaccination - ASF support
	PI 4: Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	As extension project/study leader	90%	97%	5	5	5	5.00	As rated by clienteles during the Rabies vaccination drive (April 2021)
	PI 5: Number of technical/expert services								
	Research Mentoring		1	1	5	5	5	5.00	
	Resource Persons		1	1	5	5	5	5.00	
	Convenor/Organizer		1	0	4	5	5	4.67	
	PI 8: Percentage of extension proposals approved	As extension project/study leader	100%	100%	5	5	5	5.00	
	PI 11: Additional outputs*								
	Number of clienteles served in extension related activities		700	>130	4	5	5	4.67	- Rabies vaccination - ASF support

	Number of extension-related awards (extrn. conducted by faculty or student and faculty)		0	-	5	5	4	4.67	
Administrative Support Services	PI 1: Submission of College/ Department PPMP for the following year within deadline as prescribed by BAC	As faculty	5	>10	5	5	5	5.00	
	PI 3: Number of coaching sessions among department heads, faculty & staff	As faculty	5	>5	5	5	5	5.00	
	PI 4: Number of planning sessions, tracking and monitoring of targets, etc conducted to ensure attainment of College/department targets	As Dean/Dept. Head	5	5	5	5	5	5.00	
	PI 5: Number of regular meetings conducted	As Dean	5	65	5	5	5	5.00	
	PI 6: Additional Output								
	Number of best practices/new initiatives in college administration replication/ benchmarked by other colleges/other agencies		1	1	5	5	5	5.00	CVM online newsletter
Total Over-all Rating								19.66	

Average Rating (Total Over-all rating divided by 4)	19.66/4	4.92
Additional Points:		
Approved Additional points (with copy of approval)	XX	
FINAL RATING		4.92
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose:

Very hardworking dean.

Evaluated & Rated by:

Recommending Approval:

Approved by:

BEATRIZ S. BELONIAS

Dept/Unit Head

Date: 11/5/2021

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 11/5/2021

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 11/5/2021

LEGEND:

Q¹ –Quality

E² – Efficiency

T³ – Timeline

A⁴ – Average

4.6 - 5.0 Outstanding

3.8 - 4.5 Very Satisfactory

3.0 - 3.7 Satisfactory

2.2 - 2.9 Unsatisfactory

2.1 - Bellow Poor

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: SANTIAGO T. PEÑA, JR.

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 materials produced, updated and/or revised	Instructional materials, laboratory manual/guide	Jan. 2021	June 2021	June 2021	very impressive	Outstanding	None
2	Thesis proposals/manuscripts reviewed and completed	Approved thesis manuscript	Jan. 2021	June 2021	June 2021	very impressive	Outstanding	None
3	Research projects conducted	Research project	Jan. 2021	June 2021	June 2021	very impressive	Outstanding	None
4	Research papers published	Research papers	Jan. 2021	June 2021	June 2021	very impressive	Outstanding	None
5	Extension project	Number of chickens Vaccinated	Jan. 2021	June 2021	June 2021	very impressive	Outstanding	No vaccination conducted due to COVID restriction
6	Expert consultation	Animal health check-up, consultation	Jan. 2021	June 2021	June 2021	very impressive	Outstanding	None
7	Technical services	Vaccination and seminar activities	Jan. 2021	June 2021	June 2021	very impressive	Outstanding	Conducted rabies vaccination, spay and neuter during VSU Anniversary
8	Administrative support services	Meetings attended	Jan. 2021	June 2021	June 2021	very impressive	Outstanding	None
		No. of document acted upon on time	Jan. 2021	June 2021	June 2021	very impressive	Outstanding	None
		No. of documents	Jan. 2021	June 2021	June 2021	very	Outstanding	None

		released on time				impressive		
		No. of assigned tasks completed before the deadline	Jan. 2021	June 2021	June 2021	very impressive	Outstanding	None
		No. of student-related activities assisted	Jan. 2021	June 2021	June 2021	very impressive	Outstanding	None

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

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

Prepared by:


BEATRIZ S. BELONIAS
Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: SANTIAGO T. PEÑA, JR.
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 field veterinarian of the Department of Animal Science.

Result: A better schedule that will allow time for research, extension, field veterinarian 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:


SANTIAGO T. PEÑA, JR.
Ratee


BEATRIZ S. BELONIAS
Vice President for Academic Affairs