SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **LILIAN B. NUÑEZ**

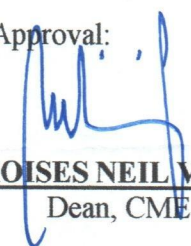| Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean	25%	3.92	0.98
b. Students	10%	5.00	0.50
Total for Instruction	35%	4.46	
2. Research	20%	4.11	0.82
3. Extension	20%	4.11	0.82
4. Administration	25%	4.68	1.17.
TOTAL			4.30

EQUIVALENT NUMERICAL RATING: 4.30
Add: Additional Points, if any: -
TOTAL NUMERICAL RATING: 4.30

ADJECTIVAL RATING: **VERY SATISFACTORY**

Prepared by:

LILIAN B. NUÑEZ
Name of Faculty

Recommending Approval:

MOISES NEIL V. SERIÑO
Dean, CME

Approved:

BEATRIZ S. BELONIAS
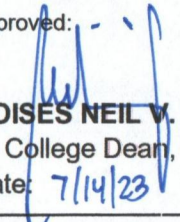Vice President- Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **LILIAN B. NUÑEZ**, a faculty member of the __INSTITUTE FOR STRATEGIC RESEARCH AND DEVELOPMENT STUDIES__, commit to the delivery of and agree to be rated on the following targets in accordance with the indicated measures for the period **JANUARY-DECEMBER 2023**.

LILIAN B. NUÑEZ
Associate Professor V
Date: July 6, 2023

Approved:

MOISES NEIL V. SERINO
College Dean, CME
Date: 7/14/23

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
UMFO 1. ADVANCED EDUCATION SERVICES										3.92
OVPI MFO 2. Graduate Student Management Services									4.015	(4.015)
	PI 4: Total FTE coordinated, implemented & monitored*	A.1. Actual Faculty's FTE	Handles subjects/courses assigned	2	2	4	5	5	4.67	DSOC 205 & DSOC 208
	PI 8: Number of graduate students advised *	A.2. Number of students advised	Acts as academic adviser to graduate students	2	2	4	4	4	4	Alegria, Hipe
		A.3. Number of students advised on thesis/special problem/ dissertation								
		As GAC Chairperson	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	5	5	5	4.5	4.83	Alegria, Caparas, Esperidion, Jadina, Lor
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	3	1	4	4	4	4	USC PhD Anthro student

		A.4. Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	8	10	5	5	5	4.67	
	PI 9: Number of instructional materials developed *	A.5. Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	2	4	4	4	4	DSOC 205 & DSOC 208
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10	12	4	4	4	4	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	6	4	4	5	4	4.33	
		A.6 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor							
		A.7 : Number of virtual classroom created and operational	Revises virtual classroom using either Moodle or Google Classroom	2	2	5	5	4	4.67	
	PI 10. Additional outputs:	A.8. Other outputs implementing the new normal due to Covid 19	Revises course syllabus	2	2	4	4	4	4	
			Conducts curiculum review (MS Dev. Sociology)	1		1	1	1	1	for July 2023
UMFO 2. HIGHER EDUCATION SERVICES									3.53 (3.53)	
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A.9. Actual Faculty's FTE	Handles and teaches courses assigned	2	1	5	5	5	5	Soci11n: 2nd sem 2023
		A.10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	2	5	4	4	4.33	2nd sem: Midterm & Final gradesheets

		A.11. Number of INC forms with grade submitted within prescribed period	Facilitates students in their completion of the subject and submits completion forms with grade within prescribed period						
		A.12. Number of trainings attended related to instruction	Attend mandated trainings	5	2	4	4	4	4	*Turnitin Webinar *Kobo Toolbox Training
		A.13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught (Term exams)	4	2	5	4	4	4.33	2nd sem: Midterm & Final exams
		A.14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab (Assessments)	20	12	5	4	4	4.33	2nd sem: Midterm & Final exams
		A.15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required (Learning Tasks)	300	460	5	5	4	4.67	10 learning tasks x 46 students
PI 8: Number of students advised: *	A.16. Number of students advised:	Acts as academic adviser to students	NA						
	A.17. Number of students advised on thesis/ field practice/special problem:								
	As SRC Chairperson	Advises, and corrects research outline and thesis/SP manuscript	0	0					
	As SRC Member	Advises and corrects research outline and thesis/SP	1	0	1	1	1	1	
	A.18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	60	46	5	4	4	4.33	Soci11n students: 2nd sem 2023
PI 9: Number of student organizations advised/ assisted *	A.19. Number of Student organizations advised	Advises student organizations recognized by USSO							
	A.20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							

PI 10: Number of instructional materials developed *	**A. 21 :** Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof							
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10	10	4	5	4	4.37	Soci11n: 2nd sem 2023
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	12	5	4	4	4.33	10 short quizzes; 2 group quizzes
	A. 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor							
	A. 24 : Number of virtual classroom created and operational	Updates existing virtual classroom using Moodle	1	1	5	4	4	4.33	Soci11n: 2nd sem 2023
PI 11. Additional outputs	**A. 25.** Number of Additional outputs accomplished:	Submits proposal for course offering (BS Development Studies)	1		1	1	1	1	

UMFO 3. RESEARCH SERVICES

								4.11	(4.11)
PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	**A27.** Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	Conducts research for possible utilization by industry or other beneficiaries							
PI 2. Number of research outputs completed within the year *	**A 28.** Number of research outputs completed within the year *	Conducts and completes research outputs within the year	2	2	4	5	4	4.33	ACIAR-FLR Project
PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	**A. 29.** Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication							
	In refereed int'l journals								

		In refereed nat'l/regional journals		1	0.50	33	3	3	3	For finalization
PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scienfic fora/conferences								
		In int'l fora/conferences								
		In nat'l/regional fora/conferences								
PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation								
PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)									
	A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer	Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper			2	5	5	5	5	
	A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output								
	A 35. Other outputs implementing the new normal due to Covid 19	Designs research related activities and other outputs to implement new normal								
UMFO 4. EXTENSION SERVICES									4.11	4.11
PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained	Identifies and links with probable partners for extension activities and maintains this active partnership		5	5	5	4	5	4.67	*AER *ELAC *Inopacan LGU *Baybay LGU *Hilongos LGU
PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer		1	0	1	1	1	1	Rescheduled to 3rd-4th quarters

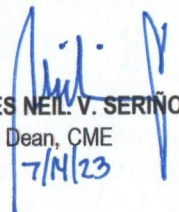|									
PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implements duly approved extension projects	2	2	5	5	5	5	* COLLABDev Project * BIDANI Program
PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and	A 39. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	Provides quality and relevant training courses and advisory services	90	50	3	3	3	3	*BIDANI: LGU-Baybay, LGU-Inopacan, LGU-Hilongos *COLLABDev: LGU-Inopacan
PI 5. Number of technical/ expert services	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
Research Mentoring	Research Mentor								
Peer reviewers/ Panelists	Peer reviewers/Panelists								
Resource Persons	Resource Persons		3	2	5	5	5	5	GBEST, GST
Convenor/Organizer	Convenor/Organizer		1	0.5	5	4	5	4.67	Co-convenor, March 8 (CME Anniversary & Women's Day)
Consultancy	Consultant								
Evaluator	Evaluator		2	2	4	5	5	4.67	Abaca Commodity Team; Socioecon Development TWG
PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	1	2	5	5	5	5	* COLLABDev * BIDANI
PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *			1	4	4	4	4	COLLABDev
	A 43. Other outputs implementing the new normal due to Covid 19	Designs extension related activities and other outputs to implement new normal							

UMFO 5. SUPPORT TO OPERATIONS									5.0	5.0
OVPI MFO 4. Program and Institutional Accreditation Services										
PI 8.Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015*	A 44. Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015*	Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member	0 noncomformity	0 conconformity	5	5	5	5		
	A 45. Compliance to all requirements of the program and institutional accreditations:									
	On program accreditations (CHED-COPC)	Prepares required documents and complies all requirements as prescribed in the accreditation tools	3	3	5	5	5	5		*MSDevSov *MSLAM *MLAM
	On institutional accreditations									
UMFO 6. GENERAL ADMINISTRATION AND SUPPORT SERVICES (GASS)									4.36	4.36
PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services									
	Perform supervisory activities	Monthly staff meetings	12	7	5	5	4	4.67		4 Staff meetings; 3 Faculty meetings
		Coaching sessions	6	4	5	4	4	4.33		
		Virtual classrooms evaluated	6	8	4	4	4	4.		DSOC: 5 VCs LAM: 3 VCs
		Virtual classrooms monitored	6	8	4.5	4.5	4.5	4.5		
		Course syllabi evaluated	6	11	5	4	4	4.33		DSOC: 6 LAM: 5
		Personnel concerns	5	3	5	4	4	4.33		
		Orientation with graduate students	1	1	4	4	5	4.33		
PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/ benchmarked by other depts/ agencies *	Initiates/introduces improvements in performing functions resulting to best practice								

		A. 48. Other outputs implementing the new normal due to Covid 19	Designs administration/ management-related activities and other outputs to implement new normal			Comments & Recommendations for Development Purpose:
	Total Over-all Rating	25.43				Pls. find time for writing publications.
	Average Rating	4.24				
	Adjectival Rating	Very Satisfactory				

Evaluated & Rated by:

MOISES NEIL V. SERIÑO
Dean, CME
Date: 7/14/23

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: 7/21/23

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: _____ LILIAN B. NUÑEZ _____
Performance Rating: _____ 4.30 _____

Aim: To publish article in internationally-indexed journals.

Proposed Interventions to Improve Performance:

Date: _____ August 1, 2023 _____   Target Date: __ September 15, 2023 __

First Step: _____
___ Review draft and produce revised paper. _____
_____

Result: Revised draft ready for submission _____
_____
_____

Date: September 15, 2023   Target Date: _____ November 30, 2023 __

Next Step: _____
Submit article to internationally-indexed journal _____
_____

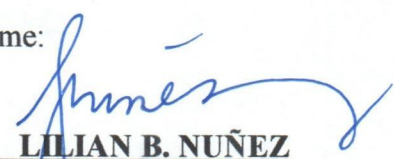Outcome: Article on process for publication

Final Step/Recommendation:

___ Pursue revision process diligently until the article is accepted for publication.__

Prepared by:

MOISES NEIL V. SERIÑO
Dean, CME

Conforme:

LILIAN B. NUÑEZ
Ratee/Faculty