

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: Maria Juliet C. Ceniza

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		5x50%=2.25	
b. Students (50%)		4.50x50%=2.25	
Total for Instruction	30%	5x30%	1.5
2. Research	10%	5.0	0.5
3. Extension	10%	5.0	0.5
4. Administration	50%	5.0	2.5
TOTAL	100%		5.0

EQUIVALENT NUMERICAL RATING: 5

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 5ADJECTIVAL RATING: Outstanding

Prepared by:


MARIA JULIET C. CENIZA

Name of Faculty

Vice President for Research, Extension and Innovation

Approval:


EDGARDO E. TULIN

President

OFFICE OF THE VICE PRESIDENT FOR RESEARCH, EXTENSION and INNOVATION

Visca, Baybay City, Leyte

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (IPCR)

I, **MARIA JULIET C. CENIZA**, of the Office of the Vice Pres. for Research, Extension and Innovation (OVPREI) commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July to December 2021.

MARIA JULIET C. CENIZA
VP for Research, Extension and Innovation, Ratee

Date: _____

EDGARDO E. TULIN
University President

Date: _____

MFO No.	MFO Description	Success Indicator (SI)	Task Assigned	Target	Actual Accomplishment	Rating			
						Quality	Efficiency	Timeliness	Average
UMFO	MFO 2. Higher Education Services								
	PI. 1 Total FTE monitored		Handle and teach courses	3	12	5.0	5.0	5.0	5.0
	PI 4: Number of students advised on thesis: Approved manuscript submitted within prescribe period on consultation		Serve as thesis adviser/committee member	3	8	5.0	5.0	5.0	5.0
	PI 5: Number of instructional materials developed		Develop instructional materials	2	5	5.0	5.0	5.0	5.0
	PI 7: Number of virtual classrooms created and operationalized		Created virtual classrooms	1	3	5.0	5.0	5.0	5.0
	Subtotal								5.0
	MFO 3. Research Services								

	PI1. Number of articles published in internationally indexed journals	Submit/ endorse articles for publication	1	5	5.0	5.0	5.0	5.0
	PI2. Number of research outputs presented in scientific fora	Present/ endorse articles for publication	5	32	5.0	5.0	5.0	5.0
	P13. Number of research units and organizations managed, programs/ projects conducted/ completed	a) Managed/ coordinates VSU RDE Centers and programs under the colleges	12	15	5.0	5.0	5.0	5.0
		b) Managed/ coordinates Regional RDE consortium members and respective programs of CMLs	26	30	5.0	5.0	5.0	5.0
		c) Conducts programs/ projects	2	5	5.0	5.0	5.0	5.0
		d) Acts/ approves/ endorse ongoing/ completed projects	140	152	5.0	5.0	5.0	5.0
	PI4 . Number of proposals prepared and approved	Manage/ endorse research proposals to University President/ funding agency and supervise monitoring of approved proposals	6	13	5.0	5.0	5.0	5.0
		Percent rate of approved proposals	95%	95.00%	5.0	5.0	5.0	5.0
	PI5. Amount of research money generated from external funding	Facilitated generation of research money from GAA and external funding both R&E, & ViCARP through endorsed program/ project proposals	15M	42,494,762.00	5.0	5.0	5.0	5.0
	PI6. Amount of research money generated from institutional funding	Review/ endorse programs / projects and budget proposals for approval by University President	15	23,708,000	5.0	5.0	5.0	5.0
	PI7. Number of coordinated/ supervised/ conducted RDE scientific and related for a and review proceedings/ outputs	Take overall coordination of RDE scientific and related fora (In-House Review, Symposium, program/ project conference)	25	35	5.0	5.0	5.0	5.0

	PI8. Number of reviewed/ packaged RDE management outputs/ IEC materials produced, reproduced and distributed for information and accreditation requirements	Review and approve/ recommend for final packaging of R&D outputs, submitted R&D progress reports	45	53	5.0	5.0	5.0	5.0
	PI9. Number of forge/ manage and strengthened RDE linkages	Provided assistance to the University President in forging and maintaining international/ national/ regional/ institutional RDE linkages	40	50	5.0	5.0	5.0	5.0
	Sub-total							5.0
	PI1. Number of person-days trained weighted by length of training	Train stakeholders	10,000	13,000	5.0	5.0	5.0	5.0
	PI2. Number of trainings conducted	Acts and supported trainings/ seminars/ workshops	15	32	5.0	5.0	5.0	5.0
	PI3. Number of technical expert services served	Number of technical expert services served as Resource Persons, Consultancy, Evaluators/ Organizers	18	40	5.0	5.0	5.0	5.0
	PI4. Number of success stories (videos) materials , techniguides developed/ used	Approves the production of video success stories materials for distribution to stakeholders through posting the website of RDE/VSU website.	12,000	40,000	5.0	5.0	5.0	5.0
	PI5. Number of extension projects and major activities conducted	Conducts and facilitates extension projects and major activities	50	70	5.0	5.0	5.0	5.0
	PI6. Number of extension proposals submitted	Prepares extension programs and review/ endorse proposals submitted by proponents	5	11	5.0	5.0	5.0	5.0
	PI7. Percent of extension proposals approved	Percent of extension poposals approved	100%	100%	5.0	5.0	5.0	5.0

	PI8. Amount of extension money generated from external funding	Facilitate submission of program/ project budget proposals	9M	10M	5.0	5.0	5.0	5.0
	PI9. Amount of extension money generated from institutional funding	Facilitate submission of program/ project budget proposals	4M	5,229,156	5.0	5.0	5.0	5.0
	Sub-total							5.0
	MFO 5. Admin Support Services							
	PI1. Percentage of RDE documents acted on time	Acts on time administrative documents	100%	100.00%	5.0	5.0	5.0	5.0
	PI2. Number of meetings conducted	Preside OVPRE and other related meetings	12	50	5.0	5.0	5.0	5.0
	PI3. Percent of RDE related trips approved	Approved RDE related trips	90%	90%	5.0	5.0	5.0	5.0
	PI4. Number of awards OVPREI has contributed to the university under the VP's overall supervision	RDE related awards received: - institution - consortium - projects: papers/ posters - researchers	10	15	5.0	5.0	5.0	5.0
	Sub-total							5.0
	Total Over-all Rating							5.0
	Average Rating							
	Adjectival Rating							

Recommending Approval:


MARIA JULIET C. CENIZA

Vice Pres. for Research, Extension, and Innovation

Date: _____

Approved:


EDGARDO E. TULIN

President

Date: _____

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Maria Juliet C. Ceniza

Performance Rating: Outstanding

Aim: To attain outstanding performance.

Proposed Interventions to Improve Performance:

Date: July 1, 2021 Target Date: December 31, 2021

First Step:

1. Assessment of accomplishments, gaps and re-visit RDEI agenda.

Result:

1. Achievement of targets and effective delivery of outputs.

Date: January 1, 2021 Target Date: December 31, 2021

Next Step:

1. Frequent consultation with Directors and Staff to discuss more improvement of the OVPREI functions.
2. Overtime work/travel if needed

Outcome:

Improved performance: Increased number of program/projects funded by external sources; substantial increase in resources generated; more technologies generated and protected; increased number of individual and institutional awards; increased number of beneficiaries served with improved productivity and income.

Final Step/Recommendation:

Recommended for promotion.

Prepared by:

EDGARDO E. TULIN

Unit Head

Conforme:

MARIA JULIET C. CENIZA

Name of Ratee Faculty/Staff