

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **JOAN MARIE Y. CORMANES**


Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)		4.89x100% = 4.89	
b. Students (0%)			
Total for Instruction	70%	4.89	3.42
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	0%		
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)		5.00x100% = 5.00	
Total for Extension	15%	5.00	0.75
4. Administration	15%	5.00	0.75
5. Production	0%	0	0.00
TOTAL			4.92

EQUIVALENT NUMERICAL RATING: **4.92**

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.92**ADJECTIVAL RATING: **Outstanding**

Prepared by:


JOAN MARIE Y. CORMANES
Name of Faculty

Reviewed by:


ANA MARQUIZA M. QUILICOT
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, Joan Marie Corman, 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 July 2020 to December 31, 2020.


Joan Marie Y. Corman
 Ratee


 Approved: ANA MARQUIZA M. QUILICOT
 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	FTE	Teaching	15	14.80	5	5	5	5.00	
	Number of students advised:								
	On thesis	As thesis adviser/SRC member	1	1	5	5	4	4.67	
	<i>No. of approved manuscript submitted within the prescribed period</i>	As thesis adviser and SRC member	1	1	5	5	4	4.67	
	<i>On consultation</i>	As academic adviser	1	24	5	5	5	5.00	
	Number of student organizations advised/assisted	Student organizations assisted on student related activities	1	1	4	5	5	4.67	
	PI 10: Number of Instructional Materials developed								
	Online ready courseware	As author and faculty member handling the course	1	3	5	5	5	5.00	
	Flexible Instructional materials	As author and faculty member handling the course	1	2	5	5	5	5.00	
	Assessment tools	As faculty member handling the course	1	4	5	5	5	5.00	

	PI. 10 Number of virtual classroom created and operationalized	As faculty member handling the course	1	2	5	5	5	5.00	
EXTENSION SERVICES	Number of technical/expert services/Consultancy	As veterinarian/consultant for dogs and cats in the CVM clinic and neighboring barangays	1	8	5	5	5	5.00	
ADMINISTRATIVE SUPPORT SERVICES	Number of meeting attended	As faculty, CVM committee and CRCC member	4	8	5	5	5	5.00	
	Number of documents acted upon on time	As faculty member, academic adviser and SRC member	1	2	5	5	5	5.00	
	Number of documents released on time	As Academic Adviser	1	24	5	5	5	5.00	
Total Over-all Rating								14.89	

Average Rating (Total Over-all rating divided by 3)	14.89/3	4.96
Additional Points:		
Approved Additional points (with copy of approval)	XX	
FINAL RATING		4.96
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose:

Be sent for ^{more} training on Veterinary Teaching Hospital management.
Consider earning a Master Degree.

Evaluated & Rated by:

Recommending Approval:

Approved by:

ANA MARQUIZA M. QUILICOT

Dept/Unit Head

Date:

3/5/2021

SANTIAGO TAPIA, JR.

College Dean

Date:

3/12/2021

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date:

4/30/21

1 – Quality

2 – Efficiency

3 – Timeliness

4 – Average

PERFORMANCE MONITORING FORM

Name of Employee: JOAN MARIE Y. CORMANES


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 submitted at the end of the semester	July 2020	March 2021	March 2021	Impressive	Very Satisfactory	Introduce methods to increase student engagement
2	Consultation as SRC Member	Thesis Manuscript	August 2020	February 2021	February 2021	Very impressive	Outstanding	Have students as thesis adviser
3	Student Consultation	Consultation with students for handled classes, advising for concerns and problems met	August 2020	January 2021	January 2021	Very impressive	Outstanding	Increase student engagement
4	Consultation as academic adviser	Number of students enrolled and registered within the scheduled registration dates	July 2020	August 2020	August 2020	Very impressive	Outstanding	Introduce methods to increase student engagement
5	Number of student organizations advised/assisted	Certificate of Appreciation and Letter of thanks as judge for the VSU USSC-Baybay Digital Art contest and slogan & poster making contest	November 2020	November 2020	November 2020	Very impressive	Outstanding	
6	As author and faculty member handling VMed courses	- Instructional materials and online ready coursewear for handled subjects	- July 2020	January 2021	January 2021	Impressive	Very Satisfactory	Lessen the learning activities for each module

		Assessment tools for student evaluation	- July 2020	January 2021	January 2021	Impressive	Very satisfactory	Increase efficiency of assessment tool
		Number of Virtual classrooms	- July 2020	October 2020	September 202	Very impressive	Outstanding	Input methods for a more interactive learning environment
7	Extension service, technical/expert services/consultancy	Animal health check up	July to December 2020	July to December 2020	July to December 2020	Impressive	Very Satisfactory	Improve service rendered to constituents
8	As veterinarian attending seminars/trainings/works hops	Certificate of appearance Attendance to Faculty meetings	July to December 2020	July to December 2020	July to December 2020	Very impressive	Outstanding	
9	Administrative support services	No. of meetings attended	July to December 2020	July to December 2020	July to December 2020	Very impressive	Outstanding	Improve and maintain punctuality in submission of documents.
		No. of documents acted upon on time	July to December 2020	July to December 2020	July to December 2020	Impressive	Outstanding	
		Number of documents released on time	July to December 2020	July to December 2020	July to December 2020	Very Impressive	Outstanding	
		Number of assigned tasks completed before the deadline	July to December 2020	July to December 2020	July to December 2020	Impressive	Very satisfactory	

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

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

Prepared by:


ANA MARQUIZA M. QUILICOT
Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: JOAN MARIE Y. CORMANES

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: July, 2020

Target Date: December, 2020

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 veterinarian.

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

Date: October, 2020

Target Date: December, 2020

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:

SANTIAGO T. PEÑA, JR.

College Dean

Conforme:

JOAN MARIE Y. CORMANES

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