

**Exhibit K**

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBER  
WITH MULTIPLE FUNCTIONS  
(Jan-June 2019)**

Name of Faculty Member: **Milagros C. Bales****Professor II**

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 0.5	2.5	
b. Students (50%)	4.90 x 0.5	2.45	
Total for Instruction	.60	4.95	2.97
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	.10	5.0	0.50
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	.20	4.83	0.97
4. Administration	.10	5.0	0.50
5. Production			
TOTAL			4.94

EQUIVALENT NUMERICAL RATING:

4.94

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

**4.94**

ADJECTIVAL RATING:

**OUTSTANDING**

Prepared by:

  
**MILAGROS C. BALES**

Name of Faculty

Reviewed by:

  
**HENRY Y. GOLTIANO**

Department Head

Recommending Approval:

  
**VICTOR B. ASIO**

CAFS, Dean

Approved:

  
**BEATRIZ S. BELONIAS**

Vice President for Instruction

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MILAGROS C. BALES of the Department of Agricultural Education and Extension accomplished the following for the period January to June, 2019.

  
**MILAGROS C. BALES**  
Ratee

Approved:   
**HENRY Y. GOLTIANO**  
Head of DAEEEx

MFO & PAPS	Success Indicators	Tasks Assigned	Target	Actual Accomplishments	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
Advanced & Higher education	FTE • Advanced Education	<u>2<sup>nd</sup> Sem 2018-19</u>							
		• AGDEV 202		AgDev202(Extram): (7x3/12)= 1.75	5	5	5	5	
		• AGEX 234		AgEx290: (1x2/12)= 0.17	5	5	4	4.67	
		• AGEX 234 (EXTRAM)		AgEx299: (1x2/12)= 0.17	5	5	5	5	
		• AGEX 233	5	AgEx233e(Extram) (2x3/12)= 0.5	5	5	5	5	
		• AgEx 300		AgEx234(Extram) (3x3/12)= 0.75	5	5	5	5	
		• AgEd 400.1		AgEx234(onCampus)(3x3/12)=0.75	5	5	5	5	
				AgEx300 (3x6/12)= 1.5	5	5	5	5	
		Summer 2019		AgEd400.1 (1x1/12)= 0.08	5	5	4	4.67	
		• AgEd 400.1		Summer 2019					
		• AgEx 200.2	0.5	AgEd 400.1 (1x1/12)= 0.08	5	5	4	4.67	
				AgEx 200.2 (1x6/20)= 0.3	5	5	5	5	
		<b>Sub-Total/FTE</b>	<b>5.05</b>	<b>6.05</b>	<b>4.901</b>				
	Number of instructional materials developed/revised and utilized								AgEx 233, AgEx 234
	• Syllabi (Revised)	•	1	2	5	5	5	5	
	• Handouts (5 Units), new	•	1	1	4	4	4	4	
	No. of student research and field practice advising ➤ GAC/SRC chairmanship/ membership	No. of student research and field practice advising ➤ GAC/SRC membership ➤ Field practice Adviser	3	9 1	5 5	5 5	5 5	5 5	GAC Chairman: - Elatico, M, Cahubiran G, Clava, C, Dargantes, V Bersabal, FM GAC Member: - Omila, E, Rendon, ME Geromo, R, Melchor, L Adviser: - Wannaprasert, P

	Student advising and consultation services ➤ No. of hours spent on student consultation/advising ➤ No. of student-related activities assisted	Student advising and consultation services ➤ Consultations on academic and non-academic student activities ➤ Assisted student-related activities	25 hrs  25 hrs	50hrs  50hrs	5	5	5	5	
Research Services	➤ No. of papers presented in national/international conference  ➤ No. of research papers reviewed/evaluated for publication	➤ No. of papers presented  ➤ Articles/papers reviewed	1  1	2  1	5	5	5	5	- <i>Rapid Care Analysis</i> - <i>Rehabilitating Coco-based Farms in Eastern Samar....presented during ACAP Convention</i>
Extension Services	➤ No. of beneficiaries served/monitored  ➤ No. of groups/associations organized/assisted  ➤ No. of trainings/seminars/OCA/Orientations/FFS/Field days/ workshops/ cross visits conducted  ➤ No. of trained beneficiaries  No. of expert services extended as : ➤ Resource Person/Reviewer ➤ Evaluator/ panelist	Green-the home Project & YRRP	120  2  10  120  2 2	YYRP: 1, 000 Farmers, 78 ATs & LFTs GTH: 77 womens & fisherfolks  GTH: 3 YRRP: 55  YYRP: 5 GTH: 5  YYRP: 1, 000 Farmers GTH: 77 Womens & Fisherfolks  2 5	5  5  5  5  5 5	5  5  4  5  4 5	5  5  4  5  5 5	4.33      4.67 5	- <i>Marcos, Guadalupe, Hilongos</i> - <i>Selected Municipalities in Region VIII</i> - <i>Training of Trainers, Focused group on Organizational Capacity Assessment (OCA), Presentation of Results of PRA and Previous Planning workshop.</i>  - <i>Product Stewardship and Facilitation Skills (w/ workshop) and Action Planning: The CSFBS Curriculum at Farmers' Level</i>
Administration	• QAC Director	• No. of programs coordinated/facilitated for accreditation/audit • ISO certification conducted • No. of meetings conducted/attended • No. of Benchmarking sessions facilitated	10  1 5  1	22  150 Quality Procedures reviewed 12  2	5  5 5  5	5  5 5  5	5  5 5  5	5  5 5  5	-ISO 9001-2015  -OVPI, OVPRE forms, etc.



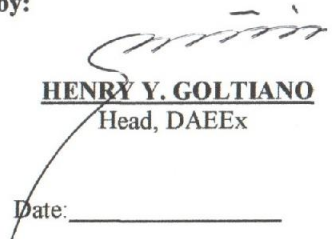
Others	• No. of trainings/seminars/ conference attended	• Attended trainings/seminars (As resource person, presenter, evaluators, participant)	3	6	5	5	5	5	
<b>Total Over-all Rating</b>					<b>142.01</b>				

<b>Average Rating (Total Over-all rating divided by 4)</b>		<b>4.94</b>
<b>Additional Points:</b>		
<b>Punctuality</b>		
<b>Approved Additional points (with copy of approval)</b>		
<b>FINAL RATING</b>		<b>4.94</b>
<b>ADJECTIVAL RATING</b>		<b>OUTSTANDING</b>

**Comments & Recommendations for Development Purpose:**

*He's a very dynamic  
gentle servant*

**Evaluated & Rated by:**

  
**HENRY Y. GOLTIANO**  
Head, DAEEEx

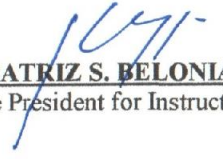
Date: \_\_\_\_\_

**Recommending Approval:**

  
**VICTOR B. ASIO**  
Dean, CAFS

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

**Approved by:**

  
**BEATRIZ S. BELONIAS**  
Vice President for Instruction

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

1 – Quality  
2 – Efficiency

3 – Timeliness  
4 – Average

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Milagros C. Bales

Performance Rating: Outstanding

Aim: Send Dr. Bales to an international training/conference either as a trainee or paper presenter

Proposed Interventions to Improve Performance: Attend relevant international training

Date: Sep-Dec 2019 Target Date: Sep-Dec 2019

First Step: Approved by the department's personnel committee

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Result: Dr. Bales to look for relevant training or conference on extension management amidst evolving concerns in social development

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Date: January-June 2020 Target Date: Within January-June 2020

Next Step: Dr. Bales to apply for participation to an international training/conference

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Outcome: Attended international training/presented paper in an international conference in 2020.

Final Step/Recommendation:

The department strongly recommends her for an international training/conference

Prepared by:

  
**HENRY Y. GOLTIANO**  
DAEEx Head

Conforme:

  
**MILAGROS C. BALES**

Name of Ratee Faculty/Staff