

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **AGNES M. TAVEROS**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.75 x 50%= 2.37	
b. Students (50%)		4.60 x 50%= 2.30	
Total for Instruction	40%	4.67	1.87
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	30%	4.50	1.35
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)		5.00 x100% = 5.00	
Total for Extension	15%	5.00	0.75
4. Administration	15%	5.00	0.75
5. Production	0%	0	0.00
TOTAL			4.72


EQUIVALENT NUMERICAL RATING: **4.72**

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.72**ADJECTIVAL RATING: **Outstanding**

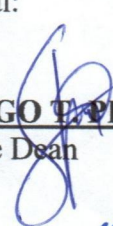
Prepared by:

Reviewed by:

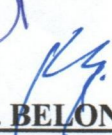

AGNES M. TAVEROS
 Name of Faculty


SANTIAGO D. PEÑA, JR.
 Department Head

Recommending Approval:


SANTIAGO D. PEÑA, JR.
 College Dean

Approved:


BEATRIZ S. BELONIAS
 Vice President for Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **AGNES M. TAVEROS** of the **College of Veterinary Medicine** commit 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 2023**.


AGNES M. TAVEROS
Ratee

Approved: 
SANTIAGO T. PEÑA, JR.
Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Targets	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
HIGHER EDUCATION SERVICES	PI 5: Total FTE	As course in-charge	10	33.5	5	5	5	5.00	
	PI 8: Number of students advised:								
	On thesis/ field practice/special problem	As adviser	4	10	5	5	5	5.00	
	No. of approved manuscripts submitted within prescribed period	As adviser	4	-	-	-	-	-	For July-Dec 2023
	On consultation	As adviser, course instructor, CVM faculty	18	40	5	5	5	5.00	
	PI 9: Number of student organizations advised/ assisted								
	Student organizations advised	As adviser	1	1	5	5	5	5.00	
	Student organizations assisted on student related activities	As adviser	1	1	5	5	5	5.00	
	PI 10: Number of instructional materials developed								
	Number of virtual classrooms created and operationalized	As course in-charge/instructor	4	2	5	5	5	5.00	2 for July-Dec 2023
	Flexible instructional materials	As course in-charge/instructor	4	2	5	5	5	5.00	2 for July-Dec 2023
	Assessment tools	As course in-charge/instructor	6	3	5	5	5	5.00	3 for July-Dec 2023
	PI 11: Additional Outputs - No of instructional materials reviewed	As IMs Committee Chairman	7	25	5	5	5	5.00	

[illegible]

Average Rating (Total Over-all rating divided by 4)	19.00/4	4.75
Additional Points:		
Approved Additional points (with copy of approval)	XX	
FINAL RATING		4.75
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose:

Pursue the conduct of the research, project being proposed, and publish before going on sabbatical leave

Evaluated & Rated by:

SANTIAGO T. PEÑA, JR.

Dept/Unit Head

Date: July 17, 2023

Recommending Approval:

SANTIAGO T. PEÑA, JR.

College Dean

Date: July 17, 2023

Approved by:

BEATRIZ S. BELONIAS

Vice President

Date: July 17, 2023

1 – Quality 2 – Efficiency 3 – Timeliness 4 – Average

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: AGNES M. TAVEROS

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	Mar., 2023	July 2023	July 2023	Very impressive	Outstanding	Find ways to increase student engagement
2	Thesis manuscript preparation advising	Approved thesis manuscript	Mar., 2023	June 2023	June 2023	Very impressive	Outstanding	Find ways to encourage student independence
3	Student academic advisee advising during consultation	Suggestions to resolve advisee issues and problems	Jan., 2023	June 2023	June 2023	Very impressive	Outstanding	Find ways to encourage other advisees to consult me
4	Advising student organization	Advice to CSSC issues and problems	Jan., 2023	June 2023	June 2023	Very impressive	Outstanding	Find ways to encourage organization to improve record-keeping
5.	Assisting student organization activities	Suggestions on issues and problems of organization	Jan., 2023	June 2023	June 2023	Very impressive	Outstanding	Find ways to encourage student organization to increase attendance during activities
6.	Creating and operationalizing virtual classrooms	Online-ready courseware	Mar., 2023	June 2023	June 2023	Very impressive	Outstanding	Find ways to improve courseware
7.	Developing flexible instructional materials	Flexible instructional materials	Jan., 2023	June 2023	June 2023	Very impressive	Outstanding	Find ways to increase flexibility of IM
8.	Developing assessment tools	Assessment tools in the courses handled	Jan., 2023	June 2023	June 2023	Very impressive	Outstanding	Find ways to increase assessment tools
9.	With the CVM Instruction Committee, reviewing instructional materials for the 1 st sem courses	Approved OBE syllabi	Feb., 2023	Mar 2023	Mar. 2023	Very impressive	Outstanding	Find better ways to improve the performance of the CVM Instruction Cmte.
10.	Training of clientele in CVM's extension project	Trainees weighted by the length of training	Jan., 2023	June 2023	June 2023	Very impressive	Outstanding	Find more aggressive ways of implementing the

								extension projects even in time of the pandemic
11.	Extending expert/technical services to livestock raisers	Advice to resolve health and other problems of livestock and poultry raisers	Jan., 2023	June 2023	June 2023	Very impressive	Outstanding	Find ways to reach out to more livestock raisers in need of vet services
12.	Attending or assisting coaching sessions among department heads, faculty & staff	Improved efficiency in the resolution and completing of the coaching sessions	Jan., 2023	June 2023	June 2023	Very impressive	Outstanding	Find better ways of attending or assisting coaching sessions
13.	Attending or assisting planning sessions, tracking and monitoring of targets, etc. to ensure attainment of College/department targets	Improved efficiency in the tracking and monitoring of targets, etc. to ensure attainment of College/department targets	Jan., 2023	June 2023	Jan-June 2023	Very impressive	Outstanding	Find better ways of attending or assisting planning sessions, tracking and monitoring of targets
14.	Attending regular meetings	Improved efficiency of CVMs regular meetings	Jan., 2023	June 2023	Jan-June 2023	Very impressive	Outstanding	Find better ways of attending regular meetings
15.	Organizing/attending Committee activities	Improved efficiency in attainment of Committee meetings in the CVM	Jan., 2023	June 2023	Jan-June 2023	Very impressive	Outstanding	Find better ways of attending regular meetings
16.	Attending IP related trainings and seminars (local/national/international trainings/conference)	Submission of deliverables	Mar., 2023	June 2023	June 2023	Needs improvement	Very satisfactory	Designate a time for the activity and stick to it or finish it earlier before the deadline

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

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

Prepared by:


SANTIAGO L. PEÑA, JR.
Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: AGNES M. TAVEROS
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, 2023 **Target Date:** June, 2023

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: March, 2023 **Target Date:** June, 2023

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/college should recruit additional faculty to cover the load of the K to 12 subjects to de-load existing faculty.

Prepared by:


SANTIAGO T. PEÑA, JR.
College Dean

Conforme:


AGNES M. TAVEROS
Ratee