

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: **JANE P. DAUTIL**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.94 x 50% = 2.47	
b. Students (50%)		4.75 x 50% = 2.37	
Total for Instruction	40%	4.84	1.94
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)		5.00x100% = 5.00	
Total for Research	30%	5.00	1.50
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)		4.92x100% = 4.92	
Total for Extension	15%	4.92	0.74
4. Administration	15%	5.00	0.75
5. Production	0%	0	0.00
TOTAL			4.93

EQUIVALENT NUMERICAL RATING: **4.93**

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.93**ADJECTIVAL RATING: **Outstanding**

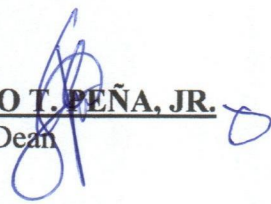
Prepared by:


JANE P. DAUTIL
Name of Faculty


Reviewed by:


CARL LEONARD M. PRADERA
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, **JANE P. DAUTIL**, 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**.


JANE P. DAUTIL
 Ratee


 Approved: **CARL LEONARD M. PRADERA**
 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, coordinated, implemented and monitored	As course in-charge	10	27.20	5	5	5	5.00	
	PI 8: Number of students advised:								
	On thesis	As adviser or SRC member	3	12	5	5	5	5.00	
	No. Of approved manuscripts submitted within prescribed period	As adviser or SRC member	3	2	5	5	4	4.67	
	On consultation	As course in-charge or academic adviser	8	80	5	5	5	5.00	
	PI 10: Number of instructional materials developed								
	Number of virtual classrooms created and operationalized	As course in-charge/instructor	1	1	5	4	5	4.67	
	Flexible instructional materials	As course in-charge/instructor	1	1	5	5	5	5.00	
	Assessment tools (No. of courses handled X 2)	As course in-charge/instructor	1	2	4	5	5	4.67	
RESEARCH INNOVATION SERVICES	PI 28: Number of IP related trainings and seminars attended (local/national/international trainings/conference)	As participant	1	1	5	5	5	5.00	
EXTENSION SERVICES	PI 2: Number of trainees	As member of CVM's extension project	8	24	5	5	5	5.00	

	PI 4: Number of beneficiaries served (Individuals)	As expert in the field of veterinary medicine	10	26.5	5	5	5	5.00	
	PI 13: Number of trainees weighted by the length of training	As member of CVM's extension project	7.69	13.25	5	5	5	5.00	
	PI 21: Number of clients assisted in agri-fair, walk-in clients, training requests, in-house reviews, trainings and related activities	As expert in the field of veterinary medicine	18	20	5	5	4	4.67	
GENERAL ADMIN. & SUPPORT SERVICES (GASS)	PI 6: Additional Outputs								
	Number of coaching sessions attended or assisted among department heads, faculty & staff	As faculty member	2	3	5	5	5	5.00	
	PI 5: Number of meetings (college, department, special, consultation meetings, etc).	As faculty member	10	8	5	5	5	5.00	
Total Over-all Rating								19.77	

Average Rating (Total Over-all rating divided by 4)	19.77/4	4.94
Additional Points:		
Approved Additional points (with copy of approval)	XX	
FINAL RATING		4.94
ADJECTIVAL RATING		Outstanding

Comments & Recommendations for Development Purpose:

Dr. Paulil is organized & committed to her work. I recommend that she leads a role in research & extension to share her expertise & gain more experience.

Evaluated & Rated by:



CARL LEONARD M. PRADERA

Dept/Unit Head

Date: July 7, 2023

Recommending Approval:



SANTIAGO T. PEÑA, JR.

College Dean

Date: July 12, 2023

Approved by:



BEATRIZ S. BELONIAS

Vice President

Date: July 14, 2023

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

PERFORMANCE MONITORING FORM

Name of Employee: JANE P. DAUTIL

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	Created OBE Syllabus for VMED 106	OBE Syllabus	January 2023	January 2023	February 2023	Impressive	Outstanding	Add more assessment
2	Maintained Moodle online courseware for VMED 106, VAna 104	Virtual classroom	January 2023	February 2023	February 2023	Impressive	Outstanding	Be more creative on virtual platform
3	Made midterm and final exams for VMED 106, VAna 104	Printed Exams	January 2023	April 2023	March 2023	Impressive	Outstanding	Efficient
4	Computed midterm and final grades for VMED 106, VAna 104	Grades in Cumulus	April 2023	April 2023	April 2023	Impressive	Outstanding	Efficient
5	As member of extension projects	Participated in anti-Rabies vaccination drives during the VSU Anniversary Participated in planning sessions for neutering drive during the VSU Anniversary	April 2023	April 2023	April 2023	Impressive	Outstanding	Enhance interpersonal communication skills

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

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

Prepared by:

CARL LEONARD M. PRADERA

Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: JANE P. DAUTIL
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:


JANE P. DAUTIL
Ratee