

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of faculty Member: CHARIS B. LIMBO-RIVERA

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x 3)
1. Instruction			
a. Head/Dean (100%)		4.99 x 50% = 2.49	
b. Students		4.40 x 50% = 2.2	
Total for Instruction	45%	4.69	2.1
2. Research			
c. Client/Dir. For Research			
d. Dept. Head/Center Director (100%)		5.0 x 100% = 5.00	
Total for Research	5%	5.00	.25
3. Extension			
a. Client/Dir. For Extension			
b. Dept. Head/Center Director (100%)		5.0 x 100% = 5.00	
Total for Extension	5%	5.00	.25
4. Support to Operations			
4. Gen. Admin & Support Services	45%	5.0	2.25
TOTAL	100%		4.85

EQUIVALENT NUMERICAL RATING: 4.85

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.85

ADJECTIVAL RATING: OUTSTANDING

Prepared by:

CHARIS B. LIMBO-RIVERA
Name of Faculty

Recommending Approval:

BAYRON S. BARREDO
College Dean


Approved:


BEATRIZ S. BELONIAS
Vice-President for Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **CHARIS B. LIMBO**, a faculty member of the **INSTITUTE OF HUMAN KINETICS** commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **July- December 2022**.


CHARIS B. LIMBO
Assistant Professor II
Date: 01-25-23

Approved: 
BAYRON S. BARREDO
College Dean
Date: 2-2-23

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned	0	2.25	5	5	5	5.00	PhEd 211
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	0	15	5	5	5	5.00	M.Ed PE Students
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	0	1	5	5	5	5.00	Jimwell Morales
		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		A4 . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	0	15	5	5	5	5.00	M.Ed Students

	PI 9: Number of instructional materials developed *	A5: Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							
	On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	5	5	5	5.00	PhEd 211
	Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	3	5	5	5	5.00	PhEd 211 Poweppoint Presentation/Learning Tasks/Activities
	Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	3	5	5	5	5.00	PhEd 211' Assesment Tasks
	A 6 : Number of on-line course ware reviewed by TRP & edited by MMDC editor		Submits the course ware duly reviewed by TRP for editing by MMDC editor							
	A 7 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom	1	1	5	5	5	5.00	PhEd 211
	PI 10: Additional outputs:	A 8: Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9: Actual Faculty's FTE	Handles and teaches courses assigned	2	15.5	5	5	5	5.00	PhEd 125, PrEd 154, PrEd 153, PhEd 11
		A10: Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	2	5	5	5	5.00	PhEd 140
		A 11: Number of INC forms with grade submitted within prescribed period	Facilitates students in their completion of the subject and submits completion forms with grade within prescribed period	2	2	5	5	5	5.00	PhEd students

		A12. Number of trainings attended related to instruction	Attend mandated trainings	2	9	5	5	5	5.00	Level II National Sports Coaching Certification Course, Orientation for the Community Sports and Wellness Grants, Trends and Directions in Accreditation in Pre and Post Covid Stretch Hands-Only Cardiopulmonary Resuscitation, Kaalam: Creative Forms and Narratives in the Contemporary Webinar Series, Kaalam: Pedagogy and Challenges of Teaching Physical Education in the Next Normal, Graduates' Employability and Employers' Feedback in Visayas State University, Internal Quality Audit Course based ISO 19011:2018 Auditing Guidelines, Women Empowerment Webinar
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	6	5	5	5	5.00	PhEd 125, PrEd 154, PrEd 153, PhEd 11
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	2	28	5	5	5	5.00	PhEd 125, PrEd 154, PrEd 153, PhEd 11, PHED 140 LT and AT
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic adviser to students</i>	0	334	5	5	5	5.00	Advisees
		A17. Number of students advised on thesis/ field practice/special problem:								
		<i>As SRC Chairman</i>	Advisees, and corrects research outline and thesis/SP manuscript	0	12	5	5	5	5.00	Action Researches of PrEd 154 Students
		<i>As SRC Member</i>	Advisees and corrects research outline and thesis/SP manuscript							
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	14	334	5	5	5	5.00	Advisees, BPED, BCAED, M.ED, PhEd, SHS students
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	<i>Advisees student organizations recognized by USSO</i>	0	1	5	5	5	5.00	USSC

		A20 : Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	5	17	5	5	5	5.00	Commencement Exercises, Student Teaching Proficiency Selection, Intramural Games Opening Program, G Malakas at B Maganda 2022, Intramural Games Closing Program, SCUAA 2022, BCAED/BPED Acquaintance Party, COEd Christmas Party,BCAEd Apprenticeship Orientation, BCAEd Apprenticeship Culmination, ZEAMAYS Talent Showdown, Paraclet Choir, BCAED/BPED General Assembly, BCAEd Election, USSC General Assembly, Student Orientation
	PI 10 : Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	1	4	5	5	5	5.00	PhEd 125, PrEd 154, PrEd 153, PhEd 11
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	5	5	5	5.00	125
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	5	5	5	5	5.00	PhEd 125, PrEd 154, PrEd 153, PhEd 11 PPTs
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	7	5	5	5	5.00	PhEd 125, PrEd 154, PrEd 153, PhEd 11 PPTs ATs and LTs
		A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor							

		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	1	5	5	5	5.00	PhEd 125
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
UMFO 3 . RESEARCH SERVICES										
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A27. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	Conducts research for possible utilization by industry or other beneficiaries							
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year	1	1	5	5	5	5.00	GTS
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication							
		<i>In refereed int'l journals</i>								
		<i>In refereed nat'l/regional journals</i>								
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific for a/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								

	PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)								
		A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer	Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper							
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
UMFO 4. EXTENSION SERVICES										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained	Identifies and links with probable partners for extension activities and maintains this active partnership	1	3	5	5	5	5.00	Brgy. Pangasugan/ Utod and Bunga
	PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	10	132	5	5	5	5.00	60 CAEd Apprentices, 46 CAED FS students, 26 Langoy sa kaluwasan
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implementes duly approved extension projects	1	1	5	5	5	5.00	LSK Project

	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	A 39. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	Provides quality and relevant training courses and advisory services	95%	100%	5	5	5	5.00	60 CAEd Apprentices, 46 CAED FS students, 26 Langoy sa kaluwasan
	PI 5. Number of technical/expert services	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	Research Mentoring	Research Mentor/ Sports Trainer		1	93	5	5	5	5.00	Varsity Players, Research Advisees
	Peer reviewers/Panelists	Peer reviewers/Panelists/ Coach		1	93	5	5	5	5.00	Varsity Players, Research Advisees
	Resource Persons	Resource Persons/ Coach of Diff.Sports								
	Convenor/Organizer	Convenor/Organizer		1	6	5	5	5	5.00	Kayak, Badminton, Fun Run,Padyak, Basketball,Table Tennis Refresher Courses
	Consultancy	Consultant								
	Evaluator	Evaluator								
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
UMFO 5. SUPPORT TO OPERATIONS										

OVPI MFO 4. Program and Institutional Accreditation Services									
	PI 8. Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015*	A 44. Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015*	Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member		zero non-conformity				
		A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools		100% compliant				
		On program accreditations							
		On institutional accreditations							
UMFO 6. General Admin. & Support Services									
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint				
	PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *	Initiates/introduces improvements in performing functions resulting to best practice						
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal						
			Organize a team IHKhuman relations in the institute fellowship/team building activity to enhance and strenghten	1	1	5	5	5	5.00
			Number of sports facilities maintained	10	10	5	5	4	4.67
									Team Building
									Lower and Upper Sports Facilities

		Approve permits of students, faculty/staff and agencies in the use of the sports	10	10	5	5	5	5.00	USSC, Varsity, BPED and BCAEd permits
		Submit budget proposals of sports p	2	2	5	5	5	5.00	Intramural games budget, SCUAA 2022 Budget
	Total Over-all Rating				180	180	179	179.67	
	Average Rating				5	5	4.972	4.99	
	Adjectival Rating								

Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.99
ADJECTIVAL RATING		Outstanding

Evaluated & Rated by:

BAYRON S. BARREDO

Immediate Head

Date:

Recommending Approval

BAYRON S. BARREDO

Dean, College of Education

Date:

Comments & Recommendations for Development Purposes

Keep up the good work!

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date:

PERFORMANCE MONITORING FORM

Name of Employee: CHARIS B. LIMBO

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	Teach service M.Ed major subjects and BPED courses	Empower students to do regular physical activities through dance for health and fitness Design physical activities to address the needs of students with disability in a class Design a LEPT review materials	July 2022	January 2023	January 2023	Very impressive	Outstanding	no failed students
2	Submit reports and other required documents: * grade sheets * INC Forms * Submission of deferred grades	Timely submission of all the required documents to avoid delay in the processing	July 2022	January 2023	July-January 2023	Impressive	Outstanding	Tasks were done on time

	* Accomplishment report							
3	Prepare and utilize instructional materials; conducts mid-term, long exams, practical and final examinations; collected and checked students' assignments and projects	Produce instructional materials in courses taught; be able to conduct all the required activities for student learning and evaluation	July 2022	January 2023	July-January 2023	Very impressive	Outstanding	Instructional materials must be updated regularly
4	Attend regular meetings, emergency meetings, institutional meetings	Up to date knowledge and information on the current status of the Institute, College and the University as a whole	July 2022	January 2023	July-January 2023	Impressive	Outstanding	Actual attendance/participation and online participation
5	Attend mandated and essential trainings/seminar/workshop	Faculty development and professional growth	July 2022	January 2023	July-January 2023	Impressive	Outstanding	Have attended
6	Develop student assessment and evaluation tool	Checking of student output and make a report grade)	July 2022	January 2023	July-January 2023	Impressive	Outstanding	Well-prepared

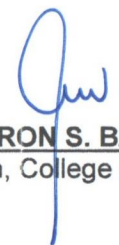
7	Student Consultation	Advise courses to be taken graduate M.Ed and BPEd Advisees Facilitates students in their completion of the course	July 2022	January 2023	July-January 2023	Impressive	Outstanding	Assisted students' concerns
8	Facilitated and supervised IHK activity	Coordinated with the proper conduct of related activities	July 2022	January 2023	July-January 2023	Impressive	Outstanding	Assigned task were accomplished
9	Advice and counsel USSC-Baybay Officers	Well-organized, capacitated and productive Officers	July 2022	January 2023	July-January 2023	Impressive	Very satisfactory	Conduct regular follow-up and meeting to ensure a well-organized council
10	Supervise the screening of SCUAA documents of 112 athletes to participate in the Regional SCUAA @ SLSU	100% to qualify in the National Games	September 2022	October 2022	October 2022	Impressive	Very satisfactory	Double check documents
11	Student consultation and graduate admission committee	Advise undergraduate on the requirements for graduation Advise and coached graduate students in the requirement for taking the oral comprehensive examination	July 2022	January 2023	July-January 2023	Impressive	Very satisfactory	Activity done very satisfactorily

		Conduct a comprehensive exam to graduate students						
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* Either very impressive, impressive, needs improvement, poor, very poor

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

Prepared by:



BAYRON S. BARREDO
Dean, College of Education



VISAYAS
STATE UNIVERSITY



INSTITUTE OF HUMAN KINETICS

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Email: ihk@vsu.edu.ph
Website: www.vsu.edu.ph

DIRECTOR'S SUPERVISORY PLAN 1st Semester, 2022-2023

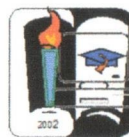
Month	Activity/ Task	Target Date	Supervisory Action	Persons Supervised	Status of Implementation	Date Implemented
August	General Registration	August 31- September 10, 2022	<p>Oversee the process of enrolment of students in the institute.</p> <p>Ensure that all teachers in the institute have submitted their students' grades on time.</p> <p>Remind all academic advisers to be present during the enrollment, attend to their advisees, and monitor their academic performance.</p> <p>Ensure that teachers, classrooms, and other facilities needed are available.</p> <p>Review and evaluate student applications for shifting degree programs, change of adviser, and other requests.</p>	Academic Advisers/ Faculty Members/ Students	Accomplished	August 31- September 10, 2022
September	Student Onboarding	September 12- 16, 2022	<p>Remind the faculty to inform the students of the scheduled onboarding.</p> <p>Supervise the conduct of the student onboarding.</p> <p>Ensure that all students will attend the onboarding.</p>	Faculty, staff and students	Accomplished	September 12- 16, 2022

Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.



VISAYAS
STATE UNIVERSITY



INSTITUTE OF HUMAN KINETICS

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Email: ihk@vsu.edu.ph
Website: www.vsu.edu.ph

			Prepare the necessary documents and presentation for the degree program.			
	ISO stage 1 audit	September 28, 2022	<p>Ensure that all the necessary documents are available in ISO format, including supporting evidence (which could be internal or external documents).</p> <p>Remind all faculty and staff to submit evidence on their claims and be articulate on the essence of ISO 9001: 2015</p> <p>Ensure that teachers, classrooms, and other facilities needed are ready and available.</p> <p>Oversee the implementation of ISO 9001:2015 QMS at the department level.</p>	dDRCs /alternate dDRCs/ Faculty Members	Accomplished	September 2022
November	Regional SCUAA	November 20-23, 2022	<p>Remind coaches and athletes the filling up SCUAA documents</p> <p>Supervise the screening of athletes' documents, preparation of membership certificates, and recognition of varsity athletes.</p>	Faculty, Staff and Students	Accomplished	November 29-December 2, 2022

Vision:

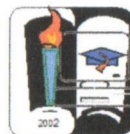
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			Ensure that players, coaches, and chaperones are safe participating in the SCUAA. Supervise the actual participation and competition of the faculty, staff, and students.			
December	University Christmas Party	December 20, 2022	Ensure that faculty members will attend the Christmas Party. Supervise the conduct of the party Ensure that faculty members are safe in the conduct of the party and that they follow the minimum health protocols.	Faculty, staff and students	Accomplished	December 2022

Prepared by:

CHARIS B. LIMBO
Director, IHK

Date: _____

Approved:

BAYRON S. BARREDO
Dean, College of Education

Date: _____

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