

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Kevin R. Sumayang (Instructor I)**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean	40	4.78	1.91
b. Students	40	4.82	1.93
Total for Instruction	80		3.84
2. Research			
a. Client/Dir. for Research			
b. Dept. Head/Center Director			
Total for Research	10	4.67	0.47
3. Extension			
a. Client/Dir. for Extension			
b. Dept. Head/Center Director			
Total for Extension	10	4.80	0.48
4. Administration			
5. Production	-		
TOTAL	100		4.79

EQUIVALENT NUMERICAL
RATING:

4.79

Add: Additional Points, if any:

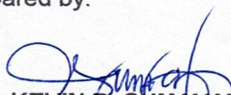
TOTAL NUMERICAL RATING:

4.79

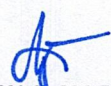
ADJECTIVAL RATING:

OUTSTANDING

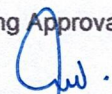
Prepared by:


KEVIN R. SUMAYANG
Name of Faculty

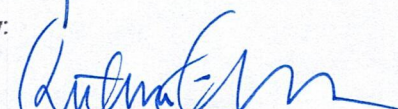
Reviewed by:


ANDREW A. MAZO
Director, IHK

Recommending Approval:

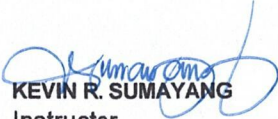

BAYRON S. BARREDO
Dean, College of Education


Approved by:


ROTACIO S. GRAVOSO
VP for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, KEVIN R. SUMAYANG, a faculty member of the INSTITUTE OF HUMAN KINETICS commit to the deliver and agree to be rated on the attainment of the following **accomplishments** in accordance with the indicated measures for the period JANUARY- JUNE 2024.


KEVIN R. SUMAYANG
 Instructor
 Date: July 10, 2024

Approved: 
ANDREW A. MAZO
 Department Head
 Date: July 10, 2024

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							
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							
		A3 . Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript							
		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							

	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							
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
		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							
	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	20	30.9	5	4	5	4.67	PhEd 12n (W078, W102, W222), PhEd 14n (W132, W265, W317, W916), PhEd 120 (WS03 & W114), PrEd 153b, PrEd 154b, PrEd 200n.
		A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	3	12	5	5	4	4.67	Midterm and Final Grade - PhEd 12n (W078, W102, W222), PhEd 14n (W132, W265, W317, W916), PhEd 120 (WS03 & W114), PrEd 153b, PrEd 154b, PrEd 200n.

		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	3	3	5	5	5	5.00	
		A12 . Number of trainings attended related to instruction	Attend mandated trainings	1	0					
		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	3	5	5	5	5	5.00	
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	4	20	5	5	5	5.00	PhEd12n, PhEd 14n, PhEd 120.
		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	0						
	PI 8: Number of students advised: *	A16 . Number of students advised:	Acts as academic adviser to students	25	58	4	5	5	4.67	
		A17 . Number of students advised on thesis/ field practice/special problem:		2	15	5	5	4	4.67	BCAEd Prtice Teachers, PrEd 154b Students
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	0						
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	1	9	5	4	5	4.67	PrEd200n Student Teaching, PrEd 154b Action Research
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	50	250	5	4	5	4.67	PhEd 12n (W078, W102, W222), PhEd 14n (W132, W265, W317, W916), PhEd 120 (WS03 & W114), PrEd 153b, PrEd 154b, PrEd 200n.
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	4	5	5	4.67	APEX

		A20 . Number of Student organizations assisted on student related activities	<i>Assists student organizations in implementing student related activities</i>	1	1	5	4	5	4.67	APEX Team Building, PhEd 120 Culmination, Kaugmaran Festival, VSU Fun Run and Half-Marathon, VSU Open Water and Aquathlon, Sayaw-Hataw, Goodwill Games, Paligsahan sa IHK, Kaalam Seminar Series, IHK Alumni Homecoming
	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	0	0					
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	0	0					
		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	2	10	5	4	5	4.67	PhEd 12n, PhEd 14n, PhEd 120 (PPT, Handouts, multimedia)
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	15	5	5	5	5.00	Written exam, term exam, quizzes, practical exam
		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	0	0					
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	2	2	5	5	5	5.00	VSU EE (Field Study 1, Field Study 2)
	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		3	5	5	5	5.00	"Breaking Barriers: Experiences of Women Leaders in Physical Education and Sports Management" "Barriers to Sustaining New Year's Resolutions for Physical Activity: An Inductive Grounded Theory" "Physical Activity and Academic Performance Towards Physical Education: Evidence from VSU Integrated High School Students "
	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>		1	0					
		<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>		0	0					
		<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	0	1	5	4	4	4.33	Charis Limbo_Rivera, Kevin Sumayang, and Sheena Eunice Tabudlong- PA, Attitude and Motivation Toward PE of VSU Students
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	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by								
		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							
	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							
	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	Implements duly approved extension projects							
	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							

	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		0	4	5	4	5	4.67	Action Research
	Peer reviewers/Panelists	Peer reviewers/Panelists		0	3	5	5	5	5.00	Universal Journal of Educational Research, International Journal of Multidisciplinary Educational, Baybay City Senior High School Proposal Defense, BCAEd Research Defense
	Resource Persons	Resource Persons			1	4	5	5	4.67	Navigating Metasynthesis Research Design (Asian Society for Productivity and Innovation in Research and Education)
	Convenor/Organizer	Convenor/Organizer		2	10	5	4	5	4.67	APEX Team Building, PhEd 120 Culmination, Kaugmeran Festival, VSU Fun Run and Half-Marathon, VSU Open Water and Aquathlon, Sayaw-Hataw, Goodwill Games, Paligsahan sa IHK, Kaalam Seminar Series, IHK Alumni Homecoming
	Consultancy	Consultant								
	Evaluator	Evaluator		1	2	5	5	5	5.00	Bayle sa Kalye, PhEd120 Culmination
	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 (extn. 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									

	<p>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*</p>	<p>A 44. Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015*</p>	<p>Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member</p>		<p>zero non-conformity</p>					
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		<u>A 45.</u> 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										
	<u>PI 2.</u> Zero percent complaint from clients served	<u>A 46.</u> Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint					
	<u>PI 3:</u> Additional Outputs	<u>A 47.</u> 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							
		<u>A 48.</u> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							<u>Comments & Recommendation for Development Purpose:</u> Delivers output as required by his immediate supervisor
	Total Over-all Rating					4.86	4.62	4.86	4.78	
	Average Rating								4.78	
	Adjectival Rating					OUTSTANDING				

Evaluated & Rated by:

Andrew A. Mazo
ANDREW A. MAZO

Department Head
Date: July 10, 2024

Recommending Approval

Bayron S. Barredo
BAYRON S. BARREDO

Dean, College of Education
Date: July 11, 2024

Approved by:

Rotacio S. Gravoso
ROTACIO S. GRAVOSO

Vice President for Academic Affairs
Date: *09/17/24*

PERFORMANCE MONITORING & COACHING JOURNAL

/	1st	Q U A R T E R
/	2nd	
	3rd	
	4th	

Name of Office: INSTITUTE OF HUMAN KINETICS

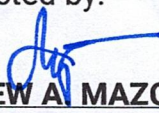
Head of Office: ANDREW A. MAZO

Number of Personnel: 32

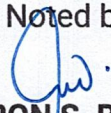
Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring Review and Finalization of the Institute and Individual Accomplishments (January – June 2024)		Faculty Meeting June 14, 2024			Each faculty finalize their IPCR Accomplishments (January – June 2024)
Coaching Review the needed support to facilitate the attainment of the Institute's targets (Jan-June 2024)		Faculty Meeting June 20, 2024			Submit a List of support needed to attain targets

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:


ANDREW A. MAZO
Immediate Supervisor
Supervisor

Noted by:


BAYRON S. BARREDO
Next Higher

PERFORMANCE MONITORING FORM

Name of Employee: **KEVIN R. SUMAYANG**

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 PhEd 12n, PhEd 14n, PhEd 120.	Deliver quality learning to students in the undergraduate program	January 2024	June 2024	June 2024	Very impressive	Outstanding	90% of the students passed outputs
2	Develop ppt in PhEd 12n, PhEd 14n, PhEd 120.	A more comprehensive ppt presentation aligned to the syllabus	January 2024	June 2024	June 2024	Very impressive	Outstanding	Task done promptly
3	Develop learning and assessment tasks to rate students' performance	<ul style="list-style-type: none"> Collect Learning and assessment tasks, assignments, develop rubrics to assess students in answering activities and develop alternative activities for students with special needs Conducted students assessment in the Midterm Examination Check and Return Students outputs 	January 2024		June 2024	Very impressive	Outstanding	Task was given to students on scheduled time
4	Submit reports and other requirements	Submit DTR, IPCR, PMF, Employee Development Plan	January 2024		June 2024	Impressive	Very Satisfactory	Task was done
5	Academic Adviser of BPED students	<ul style="list-style-type: none"> Assisted in the conduct of the Enrolment Advised students on the conduct of the Enrolment Answered questions with regards to their academic standing 	January 2024		June 2024	Very impressive	Outstanding	Task was done promptly

		<ul style="list-style-type: none"> Advise students on prospectus related concerns 					
6	Student consultation	<ul style="list-style-type: none"> Advise undergraduate students on subject related concerns Advise and coached undergraduate students in Badminton Advise students on prospectus related concerns 	January 2024	June 2024	Very Impressive	Outstanding	Task was done promptly
7	Facilitated students or School activities given to the IHK: <ul style="list-style-type: none"> Centennial Goodwill Games Open Water and Aquathlon Kaugmaran Festival Sayaw Pitik' Bagtik! Centennial Fun Run and Half-Marathon 	<ul style="list-style-type: none"> Helped in facilitating the proper conduct of the IHK related activities 	January 2024	June 2024	Very impressive	Outstanding	Task was done promptly

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

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

Prepared by:



ANDREW A. MAZO
 Unit Head

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **KEVIN R. SUMAYANG**

Performance Rating: Outstanding

Aim: To be able to deliver relevant discussions on the Kinetika, the radio program of the Institute of Human Kinetics at the DYDC 104.7.

Proposed Interventions to Improve Performance: Implementation of the activity

Date: January 2024

Target date: March 2024

First Step:

- To invite experts in the field of Physical Education who will provide relevant discussion and insights.

Result:

- Relevant discussions provided by the anchor and guest expert.

Date: April 2024

Target date: June 2024

Next Step:

- Study and evaluate the result of the activity

Outcome:

- Provided relevant discussions on certain topics provided by the anchor and guest expert


Final Step/Recommendation:

Consistency and more improved Kinetika Radio Program on DYDC 104.7.

Prepared by:


ANDREW A. MAZO
Unit Head

Conforme:


KEVIN R. SUMAYANG
Name of Ratee Faculty/Staff



TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

First Semester SY 2023-2024

Name of faculty: SUMAYANG, KEVIN R.

Department: Institute of Human Kinetics

College: College of Teacher Education

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Num.	Adjec.	
PhEd 11n	MOVEMENT ENHANCEMENT	LEC	5.00	Outstanding	100.0%
PhEd 13n	PHYSICAL ACTIVITIES TOWARDS HEALTH AND FITNESS I	LEC	5.00	Outstanding	100.0%
PhEd 13n	PHYSICAL ACTIVITIES TOWARDS HEALTH AND FITNESS I	LEC	4.00	Very Satisfactory	80.0%
PhEd 137	TECHNOLOGY FOR TEACHING AND LEARNING 2	LEC	5.00	Outstanding	100.0%
PhEd 11n	MOVEMENT ENHANCEMENT	LEC	5.00	Outstanding	100.0%
PhEd 11n	MOVEMENT ENHANCEMENT	LEC	5.00	Outstanding	100.0%
PhEd 137	TECHNOLOGY FOR TEACHING AND LEARNING 2	LEC	5.00	Outstanding	100.0%
PhEd 11n	MOVEMENT ENHANCEMENT	LEC	5.00	Outstanding	100.0%
PhEd 13n	PHYSICAL ACTIVITIES TOWARDS HEALTH AND FITNESS I	LEC	5.00	Outstanding	100.0%
PhEd 13n	PHYSICAL ACTIVITIES TOWARDS HEALTH AND FITNESS I	LEC	5.00	Outstanding	100.0%
PrEd 153b	FIELD STUDY 1: OBSERVATIONS OF TEACHING-LEARNING IN ACTUAL SCHOOL ENVIRONMENT	LAB	4.00	Very Satisfactory	80.0%
Average Rating			4.82	Outstanding	96.36%

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

Legend:

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory (S)

3.50 – 4.49 Very Satisfactory (VS)

4.50 – 5.00 Outstanding (O)

Prepared by:

VANESSA W. NAZAL

TPES in-Charge

Date: May 08, 2024

Received by:

SUMAYANG, KEVIN R.
Name and Signature of Faculty

Date: 5/22/2024

Distribution of copies: ODIE, College, Department, Faculty

Attested by:

MA. RACHEL KIM I. AURE

Director, Instruction and Evaluation

Date: May 08, 2024

Vision: A globally competitive university for science, technology, and environmental conservation.

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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FM-ODI-04

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