

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	80	4.61	3.69
b. Students			0.00
Total for Instruction	80		3.69
2. Research			
a. Client/Dir. for Research			
b. Dept. Head/Center Director			
Total for Research	10	4.89	0.49
3. Extension			
a. Client/Dir. for Extension			
b. Dept. Head/Center Director			
Total for Extension	10	4.75	0.48
4. Administration			
5. Production	-		
TOTAL	100		4.65

EQUIVALENT NUMERICAL
RATING:

4.65

Add: Additional Points, if any:

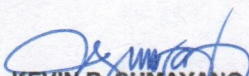
TOTAL NUMERICAL RATING:

4.65

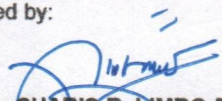
ADJECTIVAL RATING:

OUTSTANDING


Prepared by:


KEVIN R. SUMAYANG
Name of Faculty

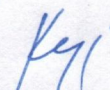
Reviewed by:


CHARIS B. LIMBO-RIVERA
Director, IHK

Recommending Approval:


BAYRON S. BARREDO
Dean, College of Education

Approved by:


BEATRIZ S. BELONIAS
VP for Academic Affairs

"Exhibit B"

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 AUGUST - DECEMBER 2023.



KEVIN R. SUMAYANG

Instructor

Date: December 21, 2023


Approved:



CHARIS B. LIMBO-RIVERA

Department Head

Date: JAN 19 2024



BAYRON S. BARREDO

College Dean

Date: JAN-19-2024

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	25	28.15	5	4	5	4.67	PhEd 11 (W627, W700, W018, W313), PhEd 13 (W043, W163, W203, W903), PhEd 137 (W246, W659), Field Study 1, Field Study 2
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	9	5	5	5	5.00	Midterm Grade PhEd 11 (W627, W700, W018, W313), PhEd 13 (W043, W163, W203, W903), PhEd 137 (W246, W659)

		A11 . 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	0	2	4	4	5	4.33	
		A12 . Number of trainings attended related to instruction	Attend mandated trainings	1	1	5	5	5	5.00	College of Education Curriculum Review
		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	3	5	5	5	5.00	PhEd 11, PhEd 13, PhEd 137
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	5	40	5	5	5	5.00	PhEd 11, PhEd 13, PhEd 137 (Quizzes, Long Quiz)
		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	0	0				0.00	
	PI8 : Number of students advised: *	A16 . Number of students advised:	Acts as academic adviser to students	15	55	4	5	5	4.67	BPEd 1st Year
		A17 . Number of students advised on thesis/ field practice/special problem:		2	10	5	5	4	4.67	BCAEd Praticce Teachers
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	0	0					
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	3	10	5	4	5	4.67	PrEd200 Student Teaching
		A18 . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	50	250	5	5	5	5.00	PhEd 11 (W627, W700, W018, W313), PhEd 13 (W043, W183, W203, W903), PhEd 137 (W246, W859), Field Study 1, Field Study 2
	PI9 : 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	BPEDSS

		<u>A20</u> : Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	11	5	5	5	5.00	Salingkusog 2023, National SCUAA, Regional SCUAA, SPED Day Camp, Sports Camp, Student Teaching Culmination, Pinning Ceremony, CE Days, Christmas Party, PhEd 13 Culmination, Paalam Night,
	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					
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	0	3	5	4	5	4.67	PhEd 11, PhEd 13, PhEd 137
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	15	5	5	5	5.00	PhEd 11, PhEd 13, PhEd 137 (PPT, Handouts, multimedia)
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	20	5	4	5	4.67	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	4	5	5	5	5.00	VSU EE (PhEd 11, PhEd 13, PhEd 137, 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 oroject within the year							
	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	1	5	5	5	5.00	Mainstreaming Learners with Special Needs in a Regular Classroom: A Scoping Review
		<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 scienfic for a/conferences							
		<i>In int'l fora/conferences</i>		1	1	5	5	5	5.00	Continuing The Distance Learning Modality of Graduate Studies in Post-Covid Philippines: A Survey
		<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	1	1	5	5	4	4.67	Charis Limbo_Rivera, Kevin Sumayang, and Sheena Eunice Tabudlong- PA, Attitude and Motivation Toward PE of VSU Students

	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or								
		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	Implementes 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	1	5	5	4	4.67	Action Research
	Peer reviewers/Panelists	Peer reviewers/Panelists		0	2	5	5	5	5.00	Universal Journal of Educational Research, International Journal of Multidisciplinary Educational
	Resource Persons	Resource Persons								
	Convenor/Organizer	Convenor/Organizer		3	9	5	4	4	4.33	Salingkusog 2023, Regional SCUAA, SPED Day Camp, Sports Camp, Student Teaching Culmination, Pinning Ceremony, CE Days, Christmas Party, PhEd 13 Culmination
	Consultancy	Consultant								
	Evaluator	Evaluator		1	2	5	5	5	5.00	FCIC Mass Dance Competition, Zea May's Talent Showdown
	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										

	<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>		zero non-conformity						
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		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						Comments & Recommendation for Development Purpose: <i>keep up the good work!</i>
	Total Over-all Rating				112	109	111	110.67	
	Average Rating				4.9	4.7	4.8	4.61	
	Adjectival Rating				OUTSTANDING				

Evaluated & Rated by:

CHARIS B. LIMBO-RIVERA

Department Head

Date: December 21, 2023

Recommending Approval

BAYRON S. BARREDO

Dean, College of Education

Date: JAN-19-2024

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 01/29/24

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*	Overall Assessment of Output**	Remarks/ Recommendation
1	Teach PhEd 137, PhEd 11, PhEd 13	Deliver quality learning to students in the undergraduate program	August 2023	December 2023	December 2023	Very impressive	Outstanding	
2	Develop ppt in PhEd 137, PhEd 11, PhEd 13	A more comprehensive ppt presentation aligned to the syllabus	August 2023	December 2023	December 2023	Very Impressive	Outstanding	
4	Develop and create a Fitness test with normative data for Health and Skill-related Tests	Compiled the training menus with normative data and interpretations	August 2023	December 2023	December 2023	Very Impressive	Outstanding	
5	Develop evaluation and assessment tools to rate students' performance	Collect projects, assignments, check, develop rubrics to assess students in designing and creating modified games and activities with students with special needs	August-December 2023			Very impressive	Outstanding	
7	Submit reports and other requirements	Sign DTRs, submit grade sheets	July- December 2023			Very Impressive	Outstanding	
8	Appointed as Alumni Communicator for IHK	Facilitate and cooperate with any planned activity assignment related to a scheduled alumni activity.	September-December 2023			Very Impressive	Outstanding	

9	Facilitated and organized different activities for the university and the IHK. <ul style="list-style-type: none"> • Salingkusog 2023 • RSCUAA8 2023 • Student Internship Orientation • Student Internship Pinning Ceremonies • Student-Led Community Outreach • Conducted organizational Sports camp in preparation of Intramurals and SCUAA 	<ul style="list-style-type: none"> • Coordinated with the different key persons for the success of the accommodation • Acted as an organizer and facilitator for the success of the event. 	August-December 2023	Very Impressive	Outstanding	
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* Either very impressive, impressive, needs improvement, poor, very poor

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

Prepared by:

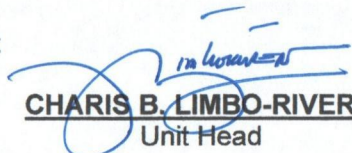

CHARIS B. LIMBO-RIVERA
Unit Head

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

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

Performance Rating: Outstanding

Aim: To equip the Bachelor of Physical Education students in sports officiating through the implementation of the proposed Sports Camp in preparation for Intramurals and RSCUAA games.

Proposed Interventions to Improve Performance: Implementation of the activity

Date: August 2023

Target date: September 2023

First Step:

- Meet with the proposal's proponent on how to implement the activity
- Conduct meetings and consultations with the BPEDSS officers and selected faculty to make necessary plans for the activity

Result:

- Conduct Sports Camp for the Bachelor of Physical Education students.

Date: August 2023

Target date: October 2023

Next Step:

- Study and evaluate the result of the activity

Outcome:

- Equipped students to facilitate and serve the institute and the university in different sporting events

Final Step/Recommendation:

Consistency and more improved Sports Camp for the students.

Prepared by:


CHARIS B. LIMBO-RIVERA
Unit Head

Conforme:


KEVIN R. SUMAYANG
Name of Ratee Faculty/Staff