

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of faculty Member: FLORIFE A. GATCHALIAN

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x 3)
1. Instruction			
a. Head/Dean (100%)		5.0 x 100% = 5.0	
b. Students			
Total for Instruction	75%	5.0	3.75
2. Research			
a. Client/Dir. For Research (50%)		x 50% =	
b. Dept. Head/Center Director (50%)		x 50% =	
Total for Research			
3. Extension			
c. Client/Dir. For Extension			
d. Dept. Head/Center Director (100%)		5.0 x 100% = 5.0	
Total for Extension	25%	5.0	1.25
4. Admin Support Services			
TOTAL	100%		5.00

EQUIVALENT NUMERICAL RATING: 5.00

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 5.00

ADJECTIVAL RATING:

Outstanding

Prepared by:

FLORIFE A. GATCHALIAN
Name of Faculty

Reviewed by:

CHARIS B. LIMBO
Director

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, Florife A. Gatchalian, 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 2020.

FLORIFE A. GATCHALIAN

Instructor III

Date:

Approved:

CHARIS B. LIMBO

Department Head

Date:

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 &	A1. Actual Faculty's FTE	Handles subjects/courses assigned	3	3.9	5	5	5	5.00	Phded 206 Administration of Physical Educataion
	PI 8: Number of graduate students	A2. Number of students advised	Acts as academic adviser to graduate students	10	16	5	5	5	5.00	Graduate Advisees
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript	1	1	5	5	5	5.00	Non -thesal Comprehensive Oral Exam
		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	8	12	5	5	5	5.00	Enrollment processes
	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 206 Administration of Physical Education
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	1	5	5	5	5.00	Principles of Organization
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	10	5	5	5	5.00	Module Learning Tasks, Pretests and Posttests
		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 Moodle or Google Classroom	1	1	5	5	5	5.00	Google Classroom for Phed 206
	<u>PI 10</u> . Additional outputs:	<u>A 8</u> . 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										
	<u>PI 5</u> : Total FTE, coordinated, implemented and	<u>A9</u> . Actual Faculty's FTE	Handles and teaches courses assigned	18	24.5	5	5	5	5.00	(2) Phed 13 Vb, (2) Phed 121, (2) Phed 151
		<u>A10</u> . Number of grade sheets submitted within prescribed	Prepares gradesheet and submits on or before deadline							
		<u>A 11</u> . 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							
		<u>A12</u> . Number of trainings attended related to instruction	Attend mandated trainings	1	1	5	5	5	5.00	Moodle E- Classroom
		<u>A13</u> . Number of long examinations administered and checked	Administers and checks long examination for subjects taught							
		<u>A14</u> . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab							
		<u>A15</u> . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
	<u>PI 8</u> : Number of students advised: *	<u>A16</u> . Number of students advised:	Acts as academic adviser to students	20	40	5	5	5	5.00	BPED Academic Advisers

		A17. Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Member	Advises 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	50	148	5	5	5	5.00	Entertained through online platform, via e-mail, facebook messenger and google classroom.
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	5	5	5	5.00	BPEDSS
		A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1	5	5	5	5.00	Formulation of Constitution and By Laws
	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							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	3	3	5	5	5	5.00	Phed 13 Volleyball, Phed 121, Phed 151
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	2	5	5	5	5.00	Phed 13 volleyball games officials and violations
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	45	5	5	5	5	Module Learning Tasks, Module Pretests and Posttests in Phed 13, Phed 121, Phed 151
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	4	7	5	5	5	5.00	(2) PhEd 13, (2) Phed 121, (2) Phed 151
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials							

		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	Implemenes duly approved extension projects	1	1	5	5	5	5.00	Langoy sa Kaluwasan
	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/Sports Trainer/Dance Trainer								
	Peer reviewers/Panelists	Peer reviewers/Panelists/Coach								
	Resource Persons	Resource Persons/ Coach of Different Sports/Dance Adjudicator		1	1	5	5	5	5.00	Volleyball Women's Team
	Convenor/Organizer	Convenor/Organizer		1	3	5	5	5	5.00	CSC Anniversary "Fitness Friday" Wellness Week Online Kantahan
	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 (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									
	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 (GASS)									
	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						
	Total Over-all Rating				105	105	105	105.00	
	Average Rating				5.2	5.19	5.2	5.19	
	Adjectival Rating								

Average Rating (Total Over-all rating divided by 4)	5.0	Comments & Recommendations for Development Purpose: <i>knowledgeable + highly regarded by other co-faculty members.</i>
Additional Points		
Approved Additional Points (with copy of approval)		
Final Rating		
Adjectival Rating	Outstanding	

Evaluated & Rated by:

CHARIS B. LIMBO

Department Head

Date:

Recommending Approval

BYRON S. BARREDO

Dean, College of Education

Date:

Approved by:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 2/2/21

Name of Employee: Florife A. Gatchalian

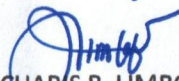
Performance Monitoring Form

Task No.	Task Description	Expected Output	Date Assigned	Expected date to Accomplish	Actual Date Accomplished	Quality of Output	Over-All Assessment of Output	Remarks/ Recommendations
1	Teach basic Volleyball skills and officiating the game	Students to learn the fundamental skills of the game and correct execution of hand signals	July 2020	July 2020	December 2020	Very impressive	Outstanding	Tasks were accomplished
2	Creation of Learning Guides in different assigned courses	Students to have a copy of the learning modules and be uploaded to Google Classroom	July 2020	August 2020	August 2020	Very impressive	Outstanding	Tasks were accomplished
3	Adviser of BPED students	Monitor on the formulation of the CBL	July 2020	August 2020	December 2020	Very impressive	Outstanding	Tasks were accomplished
5	Graduate Coordinator	Attend meeting and evaluate graduate MAEd PE applicants	July 2020	During Enrolment	August 2020	Very impressive	Outstanding	Tasks were accomplished

*Either very impressive, impressive, needs improvements, poor, very poor

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

Prepared by:


CHARIS B. LIMBO
Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: FLORIFE A. GATCHALIAN

Performance Rating: Outstanding

Aim: To provide knowledge and skills in playing and officiating the game volleyball to Bachelor of Physical Education students and other interested individuals as part of the basic physical education course.

Proposed intervention to improve performance: Share a created learning material on officiating and videos on basic skills.

Date: July 2020

Target Date: December 2020

First Step: Share the learning material to basic physical education students. Let them study the materials.

Result: Let them practice the hand signals and the basic skills

Date: July 2020

Target Date: December 2020

Next Step: Practical exam online or Send videos executing the hand signals

Outcome: BPED students and basic physical education students to learn the proper execution of basic skills and hand signals.

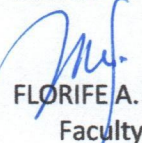
Final Step/Recommendation:

Expose these students to the actual officiating arena and actual game

Prepared by:


CHARIS B. LIMBO
IHK Director

Conforme:


FLORIFE A. GATCHALIAN
Faculty