

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: JOVEL M. ABERILLA

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x 3)
<b>1. Instruction</b>			
a. Head/Dean (100%)		$4.99 \times 50\% = 2.50$	
b. Students		$3.50 \times 50\% = 1.75$	
Total for Instruction	75 %	4.25	3.19
<b>2. Research</b>			
a. Client/Dir. For Research (50%)		$\times 50\% =$	
b. Dept. Head/Center Director (50%)		$\times 50\% =$	
Total for Research			
<b>3. Extension</b>			
a. Client/Dir. For Extension			
b. Dept. Head/Center Director (100%)		$5.00 \times 100\% = 5.00$	
Total for Extension	25 %	5.0	1.25
<b>4. Gen. Admin Support Services (GASS)</b>			
<b>TOTAL</b>	<b>100%</b>		<b>4.44</b>

EQUIVALENT NUMERICAL RATING:

4.44

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.44

ADJECTIVAL RATING:

Very Satisfactory

Prepared by:

JOVEL M. ABERILLA  
Name of Faculty

Reviewed by:

CHARIS B. LIMBO  
Director, IHK

Recommending Approval:

BAYRON S. BARREDO  
College Dean


Approved:


BEATRIZ S. BELONIAS  
Vice-President for Academic Affairs

# INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

"Exhibit B"

I, JOVEL ABERILLA 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 2021.

  
**JOVEL ABERILLA**  
 Instructor I  
 Date:

Approved:   
**CHARIS B. LIMBO**  
 Department Head  
 Date: 01-18-22

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								
	PI 8: Number of graduate students advised *	A2. Number of students advised								
		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							
	<u>PI 10</u> . Additional outputs:	<u>A 8. Other outputs implementing the new normal due to covid 19</u>	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>										
<b>OVPI UMFO 3. Higher Education Management Services</b>										
	<u>PI 5</u> : Total FTE, coordinated, implemented and monitored *	<u>A9</u> . Actual Faculty's FTE	Handles and teaches courses assigned	18	25.65	5	5	5	5.00	Undergraduate Courses
		<u>A10</u> . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	1	5	5	5	4.5	4.83	Undergraduate Courses
		<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	2	5	5	5	5	5.00	Undergraduate Courses- PhEd 13, CAEd 125, PrEd 153, CAED 141 and CAEd 143



		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	2	6	5	5	5	5.00	Orientation, CAEd Webinar Series, LEPT Review, Biggest Loser- Webinar Series, FS II Webinar Series-3, FS I Webinar Series
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	6	5	5	5	5.00	Undergraduate Courses- PhEd 13, CAEd 125, PrEd 153, CAED 141 and CAEd 143
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	2	12	5	5	5	5.00	Undergraduate Courses- PhEd 13, CAEd 125, PrEd 153, CAED 141 and CAEd 143
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	2						
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic advisor to students	20	52	5	5	5	5.00	Bachelor of Culture and Arts Education Advisees
		<b>A17.</b> Number of students advised on thesis/ field practice/special problem:	Act as MAPEH Supervising Teacher							
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript							
		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	50	5	5	5	5.00	Enrollment, dropping and inquiry of advisees, and students asking regarding course matters.
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	5	5	5	5.00	Aspiring and Dedicated Artists for the Restoration of the National Arts (ADARNA)

		<b>A20.</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related							
	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21 :</b> 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	1	4	5	5	5	5.00	Undergraduate Courses- PhD 13, CAEd 125, PrEd 153, CAED 141 and CAEd 143
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	16	5	5	5	5.00	Learning materials for PhD 13, CAEd 125, PrEd 153, CAED 141 and CAEd 143
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	7	5	5	5	5.00	Learning Tasks for PhD 13, CAEd 125, PrEd 153, CAED 141 and CAEd 143
		<b>A 23 :</b> 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							
		<b>A 24 :</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	4	5	5	5	5.00	PhEd 13, CAEd 125, PrEd 153, CAED 141 and CAEd 143
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> 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							
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 3 . RESEARCH SERVICES</b>										
	<b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	<b>A27.</b> 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							



	<b>PI 2.</b> Number of research outputs completed within the year *	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research project within the year							
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29.</b> 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>								
	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by								
		<b>A 33.</b> 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							
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
<b>UMFO 4. EXTENSION SERVICES</b>										
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> 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							

	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implements duly approved extension projects							
	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> 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							
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries							
	<i>Research Mentoring</i>	<i>Research Mentor/ Sports Trainer</i>								
	<i>Peer reviewers/Panelists</i>	<i>Peer reviewers/Panelists/ Coach</i>	Act as Coach							
	<i>Resource Persons</i>	<i>Resource Persons/ Coach</i>	Act as Coach							
	<i>Convenor/Organizer</i>	<i>Convenor/Organizer</i>	Act as Organizer							
	<i>Consultancy</i>	<i>Consultant</i>	Act as Festival Consultant and Adjudicator	1	1	5	5	5	5.00	Consultant on Cultural Mapping of Folk Dances, SLSU, Southern Leyte




Evaluator		Evaluator	1	1	5	5	5	5.00	VSU Homecoming 2021 Tiktok Dance Challenge
<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
	<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
<b>UMFO 5. SUPPORT TO OPERATIONS</b>									
<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>									
<b>PI 8.</b> 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*	<b>A 44.</b> 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							
	<b>A 45.</b> Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools							
	On program accreditations								
	On institutional accreditations								
<b>UMFO 6. General Admin. &amp; Support Services (GASS)</b>									
<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients							
<b>PI 3:</b> Additional Outputs	<b>A 47.</b> 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							
	<b>A 48.</b> 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									
Average Rating					5	5	4.9	4.95	
Adjectival Rating									

Average Rating Total Over-all rating divided by 4)		4.95	Comments & Recommendations for Development Purpose <i>Very respectful! always ready to help other faculty members.</i>
Additional Points			
Approved Additional Points (with copy of approval)		4.95	
Final Rating			
Adjectival Rating		Outstanding	

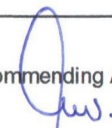
Evaluated & Rated by:

  
**CHARIS B. LIMBO**

Department Head

Date: *01-18-22*

Recommending Approval

  
**BAYRON S. BARREDO**

Dean, College of Education

Date:

Approved by:

  
**BEATRIZ S. BELONIAS**

Vice President for Academic Affairs

Date:

## PERFORMANCE MONITORING FORM

Name of Employee: **JOVEL M. ABERILLA**

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 undergraduate course	Deliver quality learning to students in the undergraduate program	August 2021	August 2021- January 2022		Very impressive	Outstanding	All students passed
2	BCAED Students Coordinator	<ul style="list-style-type: none"> <li>Entertain students on changing subject, dropped, withdrawal, enrollment, and adding and conflict schedule on service physical education subject.</li> </ul>	August 2021- January 2022			Very impressive	Outstanding	Tasks done on time
3	Advice BCAED students and Service P.E students	<ul style="list-style-type: none"> <li>Empowered students to graduate on time and face challenges courageously</li> <li>Assisted and follow-up during enrolment</li> </ul>	August 2021	August 2021- January 2022		Very impressive	Outstanding	Was able to cater advice to students
4	Advice and Guide ADARNA- BCAEd Club	<ul style="list-style-type: none"> <li>Performed functions relative to activities of ADARNA Club.</li> <li>Designed and orchestrated online (virtual) performances of the ADARNA Club for various programs and</li> </ul>	August 2021	August 2021- January 2022		Very Impressive	Outstanding	Was able to cater and share suggestions for the improvement of the group.




		activities in the Institute of Human Kinetics and the University as a whole.					
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 2021- January 2022		Very impressive	Outstanding	Tasks done on time
6	Submit reports and other requirements	Submitted grade sheets	August 2021- January 2022		Very impressive	Outstanding	Was able to submit on time
7	Attendance in regular, emergency & special meetings	<ul style="list-style-type: none"><li>• Attended meetings in the institute and department</li><li>• Up to date knowledge and information on the current status of the institute, the college and university as a whole.</li></ul>	August 2021- January 2022		Very impressive	Outstanding	Attended meetings promptly
8	Committee assignments as member/chairperson in institute and University affairs	<ul style="list-style-type: none"><li>• Attended regular meetings of VSU Alumni Association as alumni communicator</li></ul>	August 2021- January 2022		Very impressive	Outstanding	Responsible in all assigned task
9	Senior Artistic Director of VSU Dance Company, Culture and Arts Center	<ul style="list-style-type: none"><li>• Trained the members of VSU Dance Company</li><li>• Presented dance performances to International visitors of VSU for several occasions.</li><li>• Functioned as Socio-Cultural Committee in carrying out every task</li></ul>	August 2021- January 2022		Very impressive	Outstanding	Was able to trained good performers and produced best cultural performances

		of the different arts and cultural performances. <ul style="list-style-type: none"> <li>Performed functions relative to VSU Culture and Arts Center.</li> <li>Designed concepts for <b>NCCA Sayaw Pinoy 2022</b></li> </ul>					
11	Prepare Learning Modules	Make the BCAEd Major Subject Module CAED 125 (International Dance and other Forms)	August 2021	January 2022	Very impressive	Outstanding	Was able to submit on time
12	Attended mandated Trainings	Professional growth and development	August 2021	January 2022	Very impressive	Outstanding	Attended virtual training promptly

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

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

Prepared by:

  
CHARIS B. LIMBO  
Unit Head



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **JOVEL M. ABERILLA**

Performance: Outstanding

Aim: To come up with attractive Dance Program in the Institute and the University as a whole.

Proposed Intervention to Improve Performance:

Come up with different approaches in staging performances (Dance Productions and Dance Choreography)

Date: January 2022

Target date: June 2022

First Step:

- Create and orchestrate timeline of the different performances.

Result:

- Collaborative effort in coming up with successful dance performances.

Date: January 2022

Target Date: June 2022

Next Step:


- Study the result of the Program

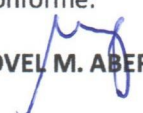
Outcome:

- A more attractive and enjoyable Dance Program for the employees and stakeholders of the university

Final step/recommendation:

- Consistency of the implementation of the Dance Program.

Prepared by:  
  
**CHARIS B. LIMBO**  
Director, IHK

Conforme:  
  
**JOVEL M. ABERILLA**