

**Exhibit J**

**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 (50%)		$4.99 \times 50\% = 2.49$	
b. Students (50%)		$4.67 \times 50\% = 2.34$	
Total for Instruction	75 %	4.83	3.62
<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 (50%)		$2.50 \times 50\% = 1.25$	
b. Dept. Head/Center Director (50%)		$2.50 \times 50\% = 1.25$	
Total for Extension	10%	2.50	.25
<b>4. Admin Support Services</b>	15%	5.0	.75
<b>TOTAL</b>	<b>100%</b>		<b>4.62</b>

Equivalent numerical rating

4.62

Add: additional Points if any:

4.62

Total Numerical Rating:

Outstanding

Adjectival rating:

Prepared by:

  
JOVEL M. ABERILLA  
Name of Faculty


Reviewed by:

  
MARY JEAN M. SAPAN  
Director

Recommending Approval:

  
ALELI A. VILLOCINO  
College Dean

Approved:

  
BEATRIZ S. BELONIAS  
Vice-President for Instruction

### Individual Commitment and Review Form (IPCR)

I, JOVEL M. ABEIRLLA of the Institute of Human Kinetics commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period of July to December 2018.

JOVEL M. ABERILLA

Ratee

Approved:

MARY JEAN M. SAPAN

Head of Unit

Date: 21-21-19

[illegible]

	<b>Activities Assisted</b>								
	<b>Number of Student-Related Activities Assisted</b>	Number of Students facilitated during University Intramurals 2018	300	2996	5	5	5	5.00	
		Number of groups Coordinated the dance festival during 2018 Intramural Games	6	6	5	5	5	5.00	
	Coaching	Number of athletes trained and coached in VSU Dancesport Team in 2018 Regional SCUAA	8	8	5	5	5	5.00	
		<b>Total</b>			5	4.99	5	4.99	
<b>Extension</b>	Coordinator Dance Performances	Number of students coordinated as performing representing VSU during PINYA FESTIVAL 2018	30	40	5	5	5	5.00	
		<b>Total</b>			5	5	5	5.00	
<b>Support to Operations</b>	Attendance in regular and special meetings	Number of IHK regular and special meetings	6	7	5	5	5	5.00	
	Committee Assignment as Coordinator in Institute and University Affairs	Number of groups coordinated during Faculty and Staff Sportsfest 2018	4	4	5	5	5	5.00	
		Number of groups coordinated during Faculty and Staff Dance Competition	4	4	5	5	5	5.00	
		Coordinated Judges for VSU Night 2018	3	3	5	5	5	5.00	
		<b>Total</b>			5	5	5	5	
<b>Total Over-All Rating</b>								4.99	

Average Rating (Total Over-all rating divided by 4)		4.99	Comments and Recommendations for Development Purposes  <i>Needs to focus &amp; set priorities to work</i>
Additional Points			
Punctuality			
Approved Additional Points (with copy of approval)			
Final Rating			
Adjectival Rating			

Evaluated by:

MARY JEAN M. SAPAN  
Unit Head

Recommending Approval

BEATRIZ S. BELONIAS  
Vice-President

Approved

EDGARDO E. TULIN  
President

**PERFORMANCE MONITORING FORM (July-December 2018)**

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 Service PE subjects (11 and 13)	Deliver quality learning to students in the undergraduate program	July to December 2018			Impressive	Very satisfactory	Must attend regularly to all task assigned
2	Revise instructional materials in PE 11 and 13	Updated IMs for instruction	July 2018	September 2018	September 2018	Impressive	Very satisfactory	
3	Student Advising	Advice and counsel students for better scholastic performance	July to December 2018			Impressive	Very satisfactory	
4	Coaching Dance Sports	Win in the regional or national competition	July 2018	December 2019	December 2019	Impressive	Very satisfactory	
5	Coordinator for Faculty and Staff Sports fest and other university assignments	Successful and well coordinated activity	July to December 2018			Impressive	Very satisfactory	

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

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

Prepared by:

  
**MARY JEAN M. SAPAN**  
 Unit Head

## **EMPLOYEE DEVELOPMENT PLAN**

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

**Performance Rating: Very Satisfactory**

**Aim: To come-up with in service trainings of the institute**

**Proposed Intervention to Improve Performance:**

**Collaborate with the faculty of the institute and the university for possible in-service training**

**Date: August 2018**

**Target Date: September 2018**

**First Step:**

- Determine the needs of the institute or faculty for the needed in-service training

**Result:**

- Come up with a proposal for the in-service training or seminar

**Date: October 2018**

**Target Date: November 2018**

**Next Step:**

- Meet the faculty for the proposal for refinement before finalization


**Outcome:**

- A more equipped faculty

**Final Step/Recommendation:**

**Follow-up request for the implantation of the proposed in-service training**

**Prepared by:**

  
**MARY JEAN M. SAPAN**  
OIC Director, IHK

**Conforme:**

  
**JOVEL M. ABERILLA**