

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of faculty Member: EDILBERTO A. ARTIGA, JR. II

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%)		4.97 x 50% = 2.49	
b. Students (50%)		5.0 x 50% = 2.50	
Total for Instruction	75%	4.99	3.74
<b>2. Research</b>			
a. Client/Dir. For Research (50%)		x 50%=	
b. Dept. Head/Center Director (50%)		x 50%=	
Total for Research			
<b>3 Extension</b>			
a. Client/Dir. For Extension (50%)		2.50 x 50% =1.25	
b. Dept. Head/Center Director (50%)		2.50 x 50%= 1.25	
Total for Extension	10%	2.5	.25
<b>5. Admin Support Services</b>	15%	4.97	.75
<b>TOTAL</b>	<b>100%</b>		<b>4.74</b>

Equivalent numerical rating

Add: additional Points if any:

Total Numerical Rating:

4.74

Adjectival rating

Outstanding

Prepared by:

Reviewed by:

EDILBERTO A. ARTIGA, JR. II

Name of Faculty

CHARIS B. LIMBO

Department Head

Recommending Approval:

ALELI A. VILLOCINO

College Dean

Approved:

BEATRIZ S. BELONIAS

Vice-President for Instruction


Individual Commitment and Review Form (IPCR)

I, Edilberto A. Artiga Jr. II 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 2019.

EDILBERTO A. ARTIGA JR. II

Ratee

Approved:

  
CHARIS B. LIMBO  
Head of Unit

Date: 01-27-20

MFO	Success Indicators	Task Assigned	Target	Actual	Rating				Remarks
				Accomplishment	Q1	E2	T3	A4	
Advance Higher Education									
Higher Education Services	FTE-TL	<b>1ST Semester 2019-2020</b>							
		PhyEd 11 Movement Enhancement							
		PhyEd 13 Team Sports (Volleyball)							
		PHED 123 - Individual and Dual Sports							
		<b>TOTAL</b>	<b>32.00</b>	<b>32.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	
	<b>Instructional Materials Revised and Utilized</b> <b>Teaching guides/aids, exams (written and practical) and reports</b>	IMs and other devices prepared and utilized (PhEd 11, PhEd 13 & PhEd 123)	5	10	5	5	5	5	
		Prepared Midterm and Final examination	3	6	5	5	5	5	
		Checked quizzes	200	250	5	5	5	5	
		Conducted practical exams	150	250	5	5	5	5	
		Checked assignments	100	250	5	5	5	5	
		Computed grades	150	250	5	5	5	5	
	<b>Number of Student Advising and Consultation Services</b>	Supervised the academic performance of BPED students	10	15	5	5	5	5	
		Coordinated and facilitated the PhyEd 13 Service P.E. Subjects	20	50	5	5	5	5	



		Service P.E. Student Advising and Consultation	10	20	5	5	5	5	
		COED SSC Student Organization Advising and Consultation	6	10	4	5	5	5	
		VSU Ultimate Frisbee Club Advising and Consultation	5	10	4	5	5	5	
	<b>Activities Assisted Number of Student-Related Activities Assisted</b>	Screened Athletes Documents in the University Wide Intramural Games 2019	100	200	5	5	5	5	
		Assisted with the conduct of the University Wide Badminton Tournament	20	50	5	5	5	5	
		Facilitated the conduct of the University Wide Intramural Games	1000	2500	5	5	5	5	
		Trained and Facilitated the Badminton Officiating Officials (Varsity)	8	10	5	5	5	5	
		Trained Officiating Officials in Athletics Track and Field Events (BPED)	20	45	5	5	5	5	
		<b>Coaching</b> Trained and Coached the VSU Badminton Womens' Team (Champion)	4	5	5	5	5	5	
	<b>Number of VSU-Related Activities Assisted</b>	Coordinated and spearheaded the Faculty & Staff Sports Fest 2019	200	300	5	5	5	5	
	<b>SCUAA Games</b>	Chaired the Pre-screening of VSU athletes	100	300	5	5	5	5	
		Pre-screened Reg VIII athletes documents	200	3000	5	5	5	5	
		Facilitated the SCUAA 2019 VSU Uniform	100	300	5	5	5	5	
		<b>TOTAL INSTRUCTION</b>			<b>4.90</b>	<b>5</b>	<b>5</b>	<b>4.97</b>	
<b>Extension</b>		"Langoy sa Kaluwasan" Extension Program Learn to Swim Program Coordinator	12	25	5	5	5	5	
		<b>TOTAL EXTENSION</b>			<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	
<b>Support to Operations</b>	<b>Attendance in regular and special meetings</b>	Number of IHK regular and special meetings	4	12	5	5	5	5	
	<b>Committee assignments as Member/Chairperson in Institute and University Affairs</b>	VSU Intramural Games Screening Committee chairperson	100	250	5	5	5	5	
		Varsity Sports Program Member	4	10	5	5	5	5	
		VSU Intramural Games Committee on Games Vice-Chairperson	30	100	5	5	5	5	

		College of Education Honor and Awards Committee member	10	20	5	5	5	5	
		Faculty & Staff Sports Fest Coordinator	50	150	5	5	5	5	
		College of Education Exhibits member	10	20	5	5	5	5	
		College of Education Pinning Ceremony Snacks and Meals committee	20	40	5	4.8	5	4.93	
		College of Education Extension member	10	20	5	4.8	5	4.93	
		Institute of Human Kinetics Senior High School Coordinator	15	50	5	5	5	5	
		<b>TOTAL SUPPORT TO OPERATIONS</b>			<b>5</b>	<b>4.96</b>	<b>5</b>	<b>4.97</b>	
<b>Total Over-All Rating</b>					<b>4.98</b>	<b>4.99</b>	<b>5</b>	<b>4.99</b>	

Average Rating (Total Over-all rating divided by 4)		<b>4.99</b>	Comments and Recommendations for Development Purposes <i>You are a teacher who devotes a great amount of personal effort &amp; interest to your daily teaching activities. Good job!</i>
Additional Points			
Punctuality			
Approved Additional Points (with copy of approval)			
Final Rating			
Adjectival Rating			

Rated and Evaluated by:

**CHARIS B. LIMBO**

Unit Head

Date: 01-27-2020

Recommending Approval:

**ALELI A. VILLOCINO**

Dean

Date: \_\_\_\_\_

Approved:

**BEATRIZ S. BELONIAS**

Vice President for Instruction

Date: \_\_\_\_\_




**PERFORMANCE MONITORING FORM**Name of Employee: EDILBERTO ARTIGA JR. II

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 and major subjects	Deliver quality learning to students in the undergraduate program	July 2019	December 2019	December 2019	Very impressive	Outstanding	All students passed
2	Train and Coach Athletes for the Regional Meet	Produce winning athletes	July 2019	December 2019	December 2019	Very impressive	Outstanding	Able to produce Regional Champions.
3	Revise Course syllabus	Updated Course Syllabus	July 2019	August 2019	December 2019	Impressive	Very Satisfactory	Provide the office a copy of the revised course syllabus
4	Attend regular, emergency and special meetings; institutional/ collegiate orientation, seminar	Up to date knowledge and information on the current status of the institute, the college and the university as a whole	July 2019	December 2019	December 2019	Impressive	Outstanding	Attends meetings promptly
5	Function as member/chairperson in committee assignments in Institute and University affairs	Deliver the expected output either as a member or chairman on the assigned committee	July 2019	December 2019	December 2019	Very impressive	Outstanding	Responsible in all task assigned to
6	Teach learn-to-swim lessons in the IHK extension project	Increases knowledge of water safety and practices	July 2019	August 2019	December 2019	Impressive	Very Satisfactory	Responsible in all task assigned to

\* 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: **EDILBERTO A. ARTIGA JR. II**

Performance Rating: Outstanding

Aim: To improve the conduct of the Kinetika Radio Program (KRP)

Proposed Intervention to Improve Performance:  
In-house training on broadcasting

Date: August 2019

Target Date: September 2019

First Step: Invite faculty or personnel from DYDC to conduct training on broadcasting

Result: A more confident and knowledgeable anchor

Date: October 2019


Target Date: November 2019

Next Step: Regular practice and study of the script

Outcome: Confident anchor and correct dissemination of information to the public

Final Step/Recommendation:  
Review and practice for a successful program

Prepared by:

  
**CHARIS B. LIMBO**  
Director, IHK

Conforme:

  
**EDILBERTO A. ARTIGA JR. II**