

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)
1. Instruction			
a. Head/Dean (100%)		4.99 x 50% = 2.49	
b. Students		3.72 x 50% = 1.86	
Total for Instruction	75 %	4.35	3.26
2. Research			
a. Client/Dir. For Research (50%)		x 50% =	
b. Dept. Head/Center Director (50%)		x 50% =	
Total for Research			
3. Extension			
a. Client/Dir. For Extension			
b. Dept. Head/Center Director (100%)		5.0 x 100% = 5	
Total for Extension	10 %	5.0	.50
4. Gen. Admin Support Services (GASS)	15 %	5.0	.75
TOTAL	100%		4.51

EQUIVALENT NUMERICAL RATING: 4.52

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.52

ADJECTIVAL RATING: Very Satisfactory

Prepared by:

JOVEL M. ABERILLA
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, 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 JANUARY - JUNE 2021.

JOVEL ABERILLA

Instructor I

Date: July 15, 2021

Approved:

CHARIS B. LIMBO

Department Head

Date: 07-30-21

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 Moodle 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							
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	<u>PI 5</u> : Total FTE, coordinated, implemented and monitored *	<u>A9</u> . Actual Faculty's FTE	Handles and teaches courses assigned	18	22.25	5	5	5	5.00	
		<u>A10</u> . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	8	6	5	5	4.5	4.83	
		<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	

	A12. Number of trainings attended related to instruction	Attend mandated trainings	2	18	5	5	5	5.00	A Culture That Heals (NCCA-RDC8); North and Central Luzon Bamboo Summit; Health and Wellness Virtual Conference 2021; International Conference on Dance Research (3) NCCA; On the Loop: A webinar on protecting the creator's virtual content and intellectual property right; Mulat sa Musika ng Kultura II (4); PARA SPORTS webinar: Introduction to CP Football; SDG Lifelong Benefits Diversity Care; Webinar Series- Teaching Phils.Folkdance, Jazz Dance Spectrum, Online Dance Teaching and Competition; National Sports Summit; Indigenous Sports and Games Webinar Series (PSC)
	A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	6	5	5	5	5.00	2- PhEd 14 (International Folk Dances); 2- CAEd 116 (Phils. TraditionalDances); 2- PhEd 120 (Phils. Traditional Dances)
	A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	2	12	5	5	5	5.00	2- PhEd 14 (International Folk Dances); 2- CAEd 116 (Phils. TraditionalDances); 2- PhEd 120 (Phils. Traditional Dances)
	A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	2						
PI 8: Number of students advised: *	A16. Number of students advised:	Acts as <i>academic adviser</i> to students	20	52	5	5	5	5.00	Bachelor of Culture and Arts Education Advisees
	A17. Number of students advised on thesis/ field practice/special problem:	Act as MAPEH Supervising Teacher	1						
	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	10	50	5	5	5	5.00	Enrollment, dropping and inquiry of advisees, and students asking regarding course matters.
PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advises <i>student organizations</i> recognized by USOO	1	1	5	5	5	5.00	Aspiring and Dedicated Artists for the Restoration of the National Arts (ADARNA)

		A20 : Number of Student organizations assisted on student related activities	Assists student organizations in implementing student							
	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	1	3	5	5	5	5.00	PhEd 14, CAEd 116, and PhEd 120
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	10	5	5	5	5.00	Learning materials for PhEd 14, CAEd 116 and PhEd 120
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	12	5	5	5	5.00	Learning Tasks for PhEd 14, CAEd 116 and PhEd 120
		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							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	3	5	5	5	5.00	PhEd 14, CAEd 116, and PhEd 120
	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 project 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>									
		<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 scientific fora/conferences								
		<i>In int'l fora/conferences</i>									
		<i>In nat'l/regional fora/conferences</i>									
	PI 5. Percent of research proposals approved *	A 31. Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation								
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by									
		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		2714	5	5	5	5.00	Kinetika Radio Program
	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		15	5	5	5	5.00	Kinetika Radio Program
	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		1						
	Peer reviewers/Panelists	Peer reviewers/Panelists/ Coach	Act as Coach	1						
	Resource Persons	Resource Persons/ Coach	Act as Coach	1						
	Convenor/Organizer	Convenor/Organizer	Act as Organizer	1	16	5	5	5	5.00	Webinar Series on Safeguarding Culture at the Grassroots: Working with local and indigenous cultural communities in the Philippines: The Roles of Phils. Games and the University: Challenges and Opportunities Amidst the Pandemic; Paligsahan sa IHK, Virtual Varsity Award, Dagan Ghorl, Thanksgiving Mass, Usapang 45th with IHK Directors, Pride of IHK, Mga Juana sa IHK, Biggest Loser VSU Edition, Viscans Managan Ta, Sikad Abante VSU, Homecoming Virtual Run, VSU Homecoming Tiktok dance challenge
	Consultancy	Consultant	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
	<u>PI 8.</u> Percent of extension proposals approved *	<u>A 41.</u> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
	<u>PI 11.</u> Additional outputs *	<u>A 42.</u> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
		<u>A 43.</u> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
MFO 5. SUPPORT TO OPERATIONS										
OVPI MFO 4. Program and Institutional Accreditation Services										
	<u>PI 8.</u> 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*	<u>A 44.</u> 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							
		<u>A 45.</u> 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								
MFO 6. General Admin. & Support Services (GASS)										
	<u>PI 2.</u> Zero percent complaint from clients served	<u>A 46.</u> Customerly friendly frontline services	Provides customer friendly frontline services to clients	1		5	5	5	5.00	Proposed Events for the VSU Centennial Cup
	<u>PI 3:</u> Additional Outputs	<u>A 47.</u> 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							
		<u>A 48.</u> 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					5	5	4.9	4.95	
	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>Direct and straightforward.</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: 07-30-21

Recommending Approval


BAYRON S. BARREDO

Dean, College of Education

Date: 7-30-21

Approved by:


BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Date: 9/8/21

Exhibit I

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	January 2021	June 2021		Very impressive	Outstanding	All students passed
2	BCAED Students Coordinator	<ul style="list-style-type: none"> Entertain students on some inquiries about flexible learning in the new normal 	January- June 2021			Very impressive	Outstanding	Tasks done on time
3	Advice BCAED Students	<ul style="list-style-type: none"> Empowered students to graduate on time and face challenges courageously Assisted and follow-up during enrolment 	January 2021	June 2021		Very impressive	Outstanding	Was able to cater advice to students
4	Advice and Guide ADARNA- BCAEd Club	<ul style="list-style-type: none"> Performed functions relative to activities of ADARNA Club. 	January 2021	June 2021		Very Impressive	Outstanding	Was able to cater and share suggestions for the improvement of the

							group.
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	January 2021- June 2021		Very impressive	Outstanding	Tasks done on time
6	Submit reports and other requirements	Submitted DTR	January 2021- June 2021		Very impressive	Outstanding	Was able to submit on time
7	Attendance in regular, emergency & special meetings	<ul style="list-style-type: none">• Attended meetings in the institute and department	January 2021- June 2021		Very impressive	Outstanding	Attended meetings promptly
8	Senior Artistic Director of VSU Dance Company, Culture and Arts Center	<ul style="list-style-type: none">• Developed budgetary requirements for the improvement of VSU Dance Company.• Functioned as Socio-Cultural Committee in carrying out every task of the different arts and cultural performances.• Performed functions relative to VSU Culture and Arts Center	January 2021- June 2021		Very impressive	Outstanding	Was able to trained good performers and produced best cultural performance Was able to performed and produced


							Dance production in the National Dance Arena, VSU Dance Company goes to "SAYAW PINOY 2021" by the National Committee on Dance-NCCA and IHK "Ani at Kita" National Dance Competition by Dept. of Agriculture
9	Prepare Learning Modules	Make the BCAEd Major Subject Module CAED 125 (International Dance and other Forms), BCAEd and BPED Major Subject Module (Philippine	January 2021	June 2021	Very impressive	Outstanding	Was able to submit on time

		Traditional Dances)					
10	Attended mandated Trainings	Professional growth and development	January 2021	June 2021	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 performances (Dance Productions and Dance

Choreography)

Date: July 2021

Target date: December 2021

First Step:

- Create and orchestrate timeline of the different performances.

Result:

- Collaborative effort in coming up with successful dance performances.

Date: July 2021

Target Date: December 2021

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