

Exhibit J

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS


Name of faculty Member: ANNA BETH A. VARRON

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x 3)
1. Instruction			
c. Head/Dean (50%)		4.99 x 50% = 2.50	
d. Students (50%)		4.67 x 50% = 2.33	
Total for Instruction	75%	4.83	3.62
2. Research			
c. Client/Dir. For Research (50%)		x50% =	
d. Dept. Head/Center Director 50%)		x50% =	
Total for Research			
3. Extension			
c. Client/Dir. For Extension (50%)		2.39 x 50% = 1.20	
d. Dept. Head/Center Director 50%)		2.39 x 50% = 1.20	
Total for Extension	10%	2.40	.24
4. Support to Operations	15%	4.93	.74
TOTAL	100%		4.60


Equivalent Numerical Rating: _____
 Add: Additional Points, if any: _____
 TOTAL Numerical Rating: 4.60

Adjectival Rating: Outstanding


Prepared by:


ANNA BETH A. VARRON
 Name of Faculty


Reviewed by:


MARY JEAN M. SAPAN
 Department Head

Recommending Approval:

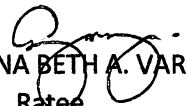

ALELI A. VILLOCINO
 College Dean

Approved:


BEATRIZ S. BELONIAS
 Vice President for Instruction

Individual Commitment and Review Form (IPCR)

I, Anna Beth A. Varron 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.


ANNA BETH A. VARRON
Ratee

Approved:


MARY JEAN M. SAPAN
Head of Unit

Date: 2-15-19

MFO	Success Indicators	Task Assigned	Target	Actual	Rating				Remarks
				Accomplishment	Q1	E2	T3	A4	
Advance Higher Education									
Higher Education Services	FTE-TL	1ST Semester 2018-2019							
		Physical Education 11							
		Grade 12 H.O.P.E. 3							
		Grade 7 PHEM I (Physical Education, Health & Music I)							
		TOTAL	34	40.25	5	5	5	5.00	
	Instructional Materials Revised and Utilized Teaching guides/aids, exams (written and practical) and reports	IMs and other devices prepared and utilized (PhyEd 11, HOPE 3, PHEM I)	3	4	5	4.97	5	4.99	
		Prepared Midterm and Final examination	1	2	5	5	5	5.00	
		Checked quizzes	3	20	5	5	5	5.00	
		Conducted practical exams	5	10	5	5	5	5.00	
		Checked assignments	8	15	5	5	5	5.00	
		Computed grades	8	20	5	4.99	5	5.00	

	Activities Assisted Number of Student-Related Activities Assisted								
		Facilitated University Intramurals 2018	300	2996	5	5	5	5.00	
		Facilitated the Regional Culture and Arts Festival 2018	25	38	5	5	5	5.00	
	Coaching	Trained and Coached the VSU Mister & Miss SCUAA Team	1	2	5	5	5	5.00	
		Trained and Coached Mr and Ms. PASUC-VSU Regional	1	2	5	5	5	5.00	
		Trained and Coached Mr and Ms. PASUC-VSU National	1	2	5	5	5	5.00	
		TOTAL INSTRUCTION			5	5	5	4.999	
Extension		Coordinated University Wellness Program	30	64	5	4.98	5	4.99	
		TOTAL EXTENSION			5	5	5	4.78	
Support to Operations	Attendance in regular and special meetings								
		Number of IHK regular and special meetings	6		5	5	5	5.00	
	Committee Assignment	Coordinated the G. Malakas and Bb. Maganda 2018	40		5	5	5	5.00	
		Coordinated the University Intramurals 2018	2		5	5	5	5.00	
		Coordinated the Opening and Closing Ceremony of University Intramurals 2018	1000	3100	5	5	5	5.00	
		Coordinated the Officiating Official Snacks	50	120	5	5	5	5.00	
		TOTAL SUPPORT TO OPERATIONS			5	5	5	5	
Total Over-All Rating					5	5	5	4.926	

Average Rating (Total Over-all rating divided by 4)		4.93	Comments and Recommendations for Development Purposes <i>responds positively on concerns related to work.</i>
Additional Points			
Punctuality			
Approved Additional Points (with copy of approval)			
Final Rating			
Adjectival Rating			

Evaluated & Rated by:

MJ
MARY JEAN M. SAPAN
Planning Office
Date: 2-15-19

Recommending Approval:

Aleli
ALELI A. YILLOCINO, Ed.D.
College Dean
Date: _____

Approved by:

B. Bezonias
BEATRIZ S. BEZONIAS Ph.D.
Vice-President for Instruction
Date: _____

1- Quality 2- Efficiency

3- Timeliness

4- Average

PERFORMANCE MONITORING FORM

Name of Employee: ANNA BETH A. VARRON


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 PHED 11 SHS Grade 12 – HOPE 3 Grade 7 PHEM I	Deliver quality learning to students in the undergraduate program	August 2018	December 2018	December 2018	Very impressive	Outstanding	
2	Develop IMs and other devices prepared and utilized (PhyEd 11, HOPE 3, PHEM I)	A more comprehensive Instructional Materials	August 2018	December 2018	December 2018	Very Impressive	Outstanding	
3	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 2018 to December 2018			Very impressive	Outstanding	
4	Submit reports and other requirements	Submit DTR and grade sheets	August 2018 to December 2018			Very Impressive	Outstanding	
5	Coordinator of Physical Education 11 and 12 subject	Facilitated and guided physical education students for additional inquiries.	August 2018 to December 2018			Very Impressive	Outstanding	
6	Activities Assisted of Student-Related Activities Assisted	<ul style="list-style-type: none"> Facilitated University Intramurals 2018 Facilitated the Regional Culture and Arts Festival 2018 Trained and Coached the VSU Mister & Miss SCUAA Team Trained and Coached Mr 	August 2018 - December 2018			Very impressive	Outstanding	

		and Ms. PASUC-VSU Regional • Trained and Coached Mr and Ms. PASUC-VSU National				
7	Extension	Coordinated University Wellness Program	August 2018 - December 2018	Impressive	Outstanding	
8	Support to operations; Attendance in regular and special meetings	IHK regular and special meetings	August 2018 - December 2018	Very impressive	Outstanding	
	Committee Assignment	• Coordinated the G. Malakas and Bb. Maganda 2018 • Coordinated the University Intramurals 2018 • Coordinated the Opening and Closing Ceremony of University Intramurals 2018 • Coordinated the Officiating Official Snacks	August 2018 - December 2018	Very impressive	Outstanding	

* 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: ANNA BETH V. VARRON

Performance Rating: Very Satisfactory

Aim: To come up with attractive university wellness activities

Proposed Intervention to Improve Performance:

Survey of the activities that constituents in the university like to do

Date: August 2018

Target Date: September 2018

First Step:

- Conduct a survey on the activities that the university constituents like to perform
- Recall and reactivate the wellness coordinators in each offices/department

Result:

- Collaborative effort in coming up with the wellness activities

Date: October 2018

Target Date: October 2018

Next Step:

- Study the result of the survey


Outcome:

- A more attractive and enjoyable activity for the employees

Final Step/Recommendation:

Consistent in the implementation of the program regardless of the number of attendance

Prepared by:


MARY JEAN M. SAPAN
OIC Director, IHK

Conforme:


ANNA BETH V. VARRON