

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: **Charis B. Limbo-Rivera (Assoc. Prof. V)**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean	35	4.99	1.75
b. Students	35	5.00	1.75
Total for Instruction	70		3.50
2. Research			
a. Client/Dir. for Research			
b. Dept. Head/Center Director			
Total for Research	10	5.00	0.50
3. Extension			
a. Client/Dir. for Extension			
b. Dept. Head/Center Director			
Total for Extension	10	5.00	0.50
4. Administration	10	5.00	0.50
5. Production	-		
TOTAL	100		5.00

EQUIVALENT NUMERICAL
RATING:

5.00

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

5.00

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

Reviewed by:

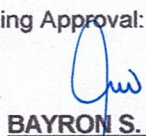

CHARIS B. LIMBO-RIVERA

Name of Faculty


ANDREW A. MAZO

Director, IHK

Recommending Approval:


BAYRON S. BARREDO

Dean, College of Education

Approved by:

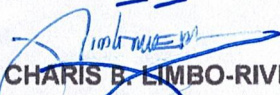

ROTACIO S. GRAVOSO


VP for Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **CHARIS B. LIMBO-RIVERA**, a faculty member of the **INSTITUTE OF HUMAN KINETICS**, commit to the deliver and agree to be rated on the attainment of the following **accomplishments** in accordance with the indicated measures for the period January to June **2024**


CHARIS B. LIMBO-RIVERA
 Associate Professor V
 Date: July 10, 2024

Approved: 
ANDREW A. MAZO
 Director, IHK
 Date: July 10, 2024

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	Timelines	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	Handles subjects/courses assigned							
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	0	10	5	5	5	5	M.Ed Advisees
		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	0	10	5	5	5	5	M.Ed Advisees

	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							
	PI 10. Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	2	25.15	5	5	5	5	BPEd, BCAEd , PhD courses
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	8	5	5	5	5	BPEd, BCAEd , PhD courses
		A 11. 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	2	5	5	5	5	PhEd 14 students

		A12. Number of trainings attended related to instruction	Attend mandated trainings	2	2	5	5	5	5	Kumpas: Basic Conducting Seminar Workshop, PATHFit: Current Trends and Research in Physical Education Curriculum
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	16	5	5	5	5	BPEd, BCAEd , PhEd courses
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	2	72	5	5	5	5	BPEd, BCAEd , PhEd courses
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic adviser to students</i>							
		A17. Number of students advised on thesis/ field practice/special problem:								
		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript							
		<i>As SRC Member</i>	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	14	700	5	5	5	5	BPEd, BCAEd , PhEd students, Pe and Health Students
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	<i>Advises student organizations recognized by USOO</i>	0	1	5	5	5	5	USSC-Baybay Campus

		A20 . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	5	5	5	5	5	5	USSC Baybay Anniversary Concert, BPED officiating officials meeting, BPED marshalls meeting for the centennial run, BPED marshalls meeting for the Aquathlon, Kaugmaran Festival
	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	2	5	5	5	5	PhEd 124 and PrEd 131
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	24	5	5	5	5	Powepoint presentations
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	72	5	5	5	5	Quizzes, practical examintaions, assessment and learning tasks
		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	2	5	5	5	5	PhEd 124, PrEd 131

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 of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	0	0	5	5	5	5	VSU Students' PA,Motivation and Attitude toward Physical Education in the New Normal

PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or								
	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	10	20	5	5	5	5	DYDC Kinetika
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	Implements duly approved extension projects	1	1	5	5	5	5	DYDC Kinetika
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	95%	100%	5	5	5	5	DYDC Kinetika
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	3	5	5	5	5	AR Research Mentees, Arnis, Coach
Peer reviewers/Panelists	Peer reviewers/Panelists/ Coach		1	1	5	5	5	5	Panelist IHS research congress
Resource Persons	Resource Persons/ Coach of Diff.Sports		1	1	5	4	5	5	Arnis, Coach
Convenor/Organizer	Convenor/Organizer		1	2	5	5	5	5	Kumpas: Basic Conducting Seminar Workshop, PATHFit: Current Trends and Research in Physical Education Curriculum
Consultancy	Consultant								
Evaluator	Evaluator		0	1	5	5	5	5	IHS research congress
PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
PI 11. Additional outputs *	A 42. No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
	A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
UMFO 5. SUPPORT TO OPERATIONS									
OVPI MFO 4. Program and Institutional Accreditation Services									
PI 8. 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*	A 44. 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							
	A 45. 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								
UMFO 6. General Admin. & Support Services										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients							
	PI 3: Additional Outputs	A 47. 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							
		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
			Approve permits of students, faculty/staff and agencies in the use of the sports	2	5	5	5	5	5	USSC Activity, BPED activity, BCAED activity
			Submit budget proposals of sports program	2	6	5	5	5	5	Sayaw Pitik Bagtik, Centennial Run, Kaugmaran Festival, Dulang Pinoy, Aquathlon, Goodwill Games, Annual Athletic Awards
	Total Over-all Rating					130	129	130	129.67	
	Average Rating					5.00	4.96	5.00	4.99	
	Adjectival Rating		Outstanding							

Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING	4.99	
ADJECTIVAL RATING	Outstanding	

Evaluated & Rated by:

ANDREW A. MAZO

Immediate Head

Date: July 10, 2024

Recommending Approval

BAYRON S. BARREDO

Dean, College of Education

Date: July 11, 2024

Comments & Recommendations for Development

Purposes *Knows her job and responsibilities very well. Needs very minimal to supervision.*

Approved by:

ROTACIO A. GRVOSO

Vice President for Academic Affairs

Date: 9/11/2024

PERFORMANCE MONITORING & COACHING JOURNAL

/	1st	Q U A R T E R
/	2nd	
	3rd	
	4th	

Name of Office: INSTITUTE OF HUMAN KINETICS

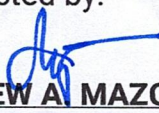
Head of Office: ANDREW A. MAZO

Number of Personnel: 32

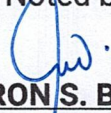
Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring Review and Finalization of the Institute and Individual Accomplishments (January – June 2024)		Faculty Meeting June 14, 2024			Each faculty finalize their IPCR Accomplishments (January – June 2024)
Coaching Review the needed support to facilitate the attainment of the Institute's targets (Jan-June 2024)		Faculty Meeting June 20, 2024			Submit a List of support needed to attain targets

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:


ANDREW A. MAZO
Immediate Supervisor
Supervisor

Noted by:


BAYRON S. BARREDO
Next Higher

PERFORMANCE MONITORING FORM

Name of Employee: CHARIS B. LIMBO-RIVERA

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 major subjects BPED and BCAEd courses	Empower students to do regular physical activities through dance for health and fitness Design physical activities to address the needs of students with disability in a class Design a LEPT review materials	January 2024	May 2024	May 2024	Very impressive	Outstanding	no failed students
2	Submit reports and other required documents: * grade sheets * INC Forms * Submission of deferred grades * Accomplishment report	Timely submission of all the required documents to avoid delay in the processing	January 2024	June 2024	June 2024	Impressive	Outstanding	Tasks were done on time

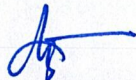
3	Prepare and utilize instructional materials; conducts mid-term, long exams, practical and final examinations; collected and checked students 'assignments and projects	Produce instructional materials in courses taught; be able to conduct all the required activities for student learning and evaluation	January 2024	June 2024	June 2024	Very impressive	Outstanding	Instructional materials must be updated regularly
4	Attend regular meetings, emergency meetings, institutional meetings	Up to date knowledge and information on the current status of the Institute, College and the University as a whole	January 2024	June 2024	June 2024	Impressive	Outstanding	Actual attendance/participation and online participation
5	Attend mandated and essential trainings/seminar/workshop	Faculty development and professional growth	January 2024	June 2024	June 2024	Impressive	Outstanding	Have attended
6	Develop student assessment and evaluation tool	Checking of student output and make a report grade)	January 2024	June 2024	June 2024	Impressive	Outstanding	Well-prepared
7	Student Consultation	Advise courses to be taken graduate M.Ed, BCAEd and BPEd Advisees Facilitates students in their completion of the course	January 2024	June 2024	June 2024	Impressive	Outstanding	Assisted students' concerns

8	Facilitated and supervised IHK activity	Coordinated with the proper conduct of related activities	January 2024	June 2024	June 2024	Impressive	Outstanding	Assigned task were accomplished
9	Advice and counsel USSC-Baybay Officers	Well-organized, capacitated and productive Officers	January 2024	June 2024	June 2024	Impressive	Very satisfactory	Conduct regular follow-up and meeting to ensure a well-organized council
10	Student consultation and graduate admission committee	Advise undergraduate on the requirements for graduation Advise and coached graduate students in the requirement for taking the oral comprehensive examination Conduct a comprehensive exam to graduate students	January 2024	June 2024	June 2024	Impressive	Very satisfactory	Activity done very satisfactorily

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

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

Prepared by:


ANDREW A. MAZO
 Director, IHK

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **CHARIS B. LIMBO**

Performance Rating: Outstanding

Aim: To execute and implement university and office orders relative to academic and other assigned tasks and concerns with 90% accuracy.

Proposed Intervention to Improve Performance:

Manage time wisely and collaboration with colleagues not only in the office but in the university as a whole.

Date: July- December 2024

Target Date: July-December 2024

First Step:

- Make a time table and list of things to do according to its priority (instructions, research, extension and others)

Result:

- Can submit reports on time
- Can closely monitor faculty of their attendance
- Can closely monitor faculty on reports to be submitted

Date: July 2024

Target Date: July-December 2024

Next Step:

- Carefully plan for the up-coming Institute and University Activities and wisely supervise the faculty and its performance to work to assigned tasks


Outcome:

- Effectively and efficiently conduct of the activities

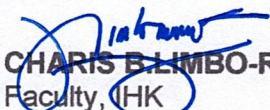
Final Step/Recommendation:

Close monitoring of plan implementation.

Prepared by:


ANDREW A. MAZO
Director, IHK

Conforme:


CHARIS B. LIMBO-RIVERA
Faculty, IHK



TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

First Semester SY 2023-2024

Name of faculty: **LIMBO, CHARIS B.**

Department: **Institute of Human Kinetics**

College: **College of Teacher Education**

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Num.	Adjec.	
PhEd 125	CURRICULUM AND ASSESSMENT FOR PHYSICAL EDUCATION AND HEALTH EDUCATION	LEC	5.00	Outstanding	100.0%
PhEd 125	CURRICULUM AND ASSESSMENT FOR PHYSICAL EDUCATION AND HEALTH EDUCATION	LEC	5.00	Outstanding	100.0%
PHED211	ORGANIZATION & ADMINISTRATON OF RECREATION	LEC	5.00	Outstanding	100.0%
Average Rating			5.00	Outstanding	100.00%

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

Legend:

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory(S)

3.50 – 4.49 Very Satisfactory(VS)

4.50 – 5.00 Outstanding(O)

Prepared by:

VANESSA W. NAZAL

TPES in-Charge

Date: **May 08, 2024**

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: **May 08, 2024**

Received by:

LIMBO, CHARIS B.

Name and Signature of Faculty

Date: **MAY 22 2024**

Distribution of copies: ODIE, College, Department, Faculty

Vision: A globally competitive university for science, technology, and environmental conservation.

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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