

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
(January – June 2023)**

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%)		$4.93 \times 50\% = 2.47$	
b. Students		$4.00 \times 50\% = 2.00$	
Total for Instruction	75 %	4.47	3.6
2. Research			
a. Client/Dir. For Research (50%)		$\times 50\% =$	
b. Dept. Head/Center Director (50%)		$\times 50\% =$	
Total for Research			
3. Extension			
a. Client/Dir. For Extension			
b. Dept. Head/Center Director (100%)		$5.0 \times 100\% = 5$	
Total for Extension	25 %	5.0	1.25
4. Gen. Admin Support Services (GASS)			
TOTAL	100%		4.85

EQUIVALENT NUMERICAL RATING:

4.85

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.85

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

JOVEL M. ABERILLA

Name of Faculty

Reviewed by:

CHARIS B. LIMBO-RIVERA

Director, IHK

Recommending Approval:

BAYRON S. BARREDO

College Dean

Approved:

BEATRIZ S. BELONIAS

Vice-President for Academic Affairs

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 2023

JOVEL M. ABERILLA
Instructor I

Date: July 28, 2023

Approved:

CHARIS B. LIMBO-RIVERA
Department Head

Date: 07-28-23

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplish-ment	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 were reviewed by TRP & edited by MMDC editor	Submits the course were 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:	<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										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	18	22.5	5	5	5	5.00	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	1	5	5	5	4	4.67	PhEd14Physical Activities Towards Health and Fitness2 (4), PhEd120 Phils. Traditional Dances, PhEd138 International Dance&Other Forms, CAEd116 Phils. Traditional Dances
		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	10	5	5	4	4.67	PhEd138 International Dance&Other Forms, CAEd116 Phils. Traditional Dances and PhEd14n(4)
		A12. Number of trainings attended related to instruction	Attend mandated trainings	2	2	5	5	5	5.00	Festival Management and Approaches in Staging Traditional Dances(Virtual),
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	10	5	5	5	5.00	PhEd14Physical Activities Towards Health and Fitness2 (4), PhEd120 Phils. Traditional Dances, PhEd138 International Dance&Other Forms, CAEd116 Phils. Traditional Dances
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	2	15	5	5	5	5.00	PhEd14Physical Activities Towards Health and Fitness2 (4), PhEd120 Phils. Traditional Dances, PhEd138 International Dance&Other Forms, CAEd116 Phils. Traditional Dances

		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:	Acts as academic adviser to students	20	52	5	5	5	5.00	BCAEd Majors
		A17. Number of students advised on thesis/ field practice/special problem:								
		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	100	5	4.5	5	5.00	Service PE, BCAEd & BPED Majors
	PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	Advises student organizations recognized by USSO	1	1	5	4.5	4.5	4.86	BCAEd- ADARNA Organization
		A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	2	5	5	5	5.00	BCAEd- ADARNA and BPED "Pasigarbong Mugna 2023"
	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	4	5	5	5	5.00	PhEd14n International Dance(4), PhEd138 International Dance&Other Forms, PhEd120, CAEd116
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	15	5	5	5	5.00	PhEd14n International Dance(4), PhEd138 International Dance&Other Forms, CAEd116, PhEd120
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	10	5	5	5	5.00	PhEd14n International Dances(4), PhEd138 International Dance&Other Forms, PhEd120, CAEd116
		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 Moodle or Google Classroom							

	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 oroject 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 scienfic for a/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							
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)								

		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	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								
	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								
	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	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									
	Peer reviewers/Panelists	Peer reviewers/Panelists/ Coach									
	Resource Persons	Resource Persons/ Coach		1	2	5	5	5	5.00	IHK- VSU Varsity Coach Dance Sport and VSU Dance Company Artistic Director	
	Convenor/Organizer	Convenor/Organizer		1	1	5	5	5	5.00	Festival Organizer UGMADANI Festival	
	Consultancy	Consultant		1	1	5	5	5	5.00	Festival Consultant UGMADANI	
	Evaluator	Evaluator									
	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										
		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		zero non-conformity							
		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		100% compliant							
		On program accreditations										
		On institutional accreditations										
UMFO 6. General Admin. & Support Services (GASS)												
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint							
	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									
	Total Over-all Rating											
	Average Rating					5	5	4.8	4.93			
	Adjectival Rating											

Average Rating (Total Over-all divided by 4)		4.93
Additional Points		
Approved Additional Points (with copy of approval)		
Final Rating		4.93
Adjectival Rating		Outstanding

Comments & Recommendations for Development Purpose:

Has a cheerful attitude - he must attend faculty meetings.

Evaluated & Rated by:


CHARIS B. LIMBO-RIVERA

Department Head

Date: 01-28-23

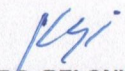
Recommending Approval:


BAYRON S. BARREDO

Dean, College of Education

Date: 9-22-22

Approved by:


BEATRIZ S. BELONIAS

Vice-President for Academic Affairs

Date: _____

PERFORMANCE MONITORING FORM

Name of Employee: JOVEL M. ABERILLA

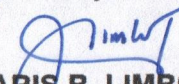
Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date Accomplished	Quality of Output*	Over-all Assessment of Output**	Remarks/ Recommendation
1	Teach undergraduate course	Deliver quality learning to students in the undergraduate program	January 2023	Jan.-June 2023		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	Jan.-June 2023			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 courageouslyAssisted and follow-up during enrolment	January 2023	Jan.-June 2023		Very impressive	Outstanding	Assisted students concerns properly
4	Advice and Guide ADARNA-BCAEd Club and BPED Students	<ul style="list-style-type: none">Performed functions relative to activities of ADARNA Club.	January 2023	Jan.-June 2023		Very Impressive	Outstanding	Was able to cater and share advice &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	Jan.-June 2023			Very impressive	Outstanding	Well prepared

7	Attendance in regular, emergency & special meetings	<ul style="list-style-type: none"> Attended meetings in the institute and department 	Jan.-June 2023		Very impressive	Outstanding	Have Attended
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. 	Jan.-June 2023		Very impressive	Outstanding	Was able to trained good performers and produced best cultural performances
9	Prepare Learning Modules	Make the BCAEd Major Subject Module CAED 125 (International Dance and other Forms)	January 2023	Jan.-June 2023	Very impressive	Outstanding	Tasks were accomplished
10	Attended mandated Trainings	Professional growth and development	January 2023	Jan.-June 2023	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-RIVERA
 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 performance

(Dance Productions and Dance Choreography)

Date: July-December 2023

Target date: July-December 2023

First Step:

- Create and orchestrate timeline and choreography of the different performances.

Result:

- Collaborative effort in coming up with successful dance performances.

Date: July-December 2023

Target Date: July-December 2023

Next Step:

- Study the result of the Program


Outcome:

- A more attractive and enjoyable Dance Program for the employees and stakeholders of the university

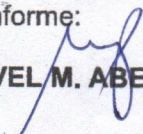
Final step/recommendation:

- Consistency of the implementation of the Dance Program.

Prepared by:


CHARIS B. LIMBO-RIVERA
Director, IHK

Conforme:


JOVEL M. ABERILLA