

## Exhibit K

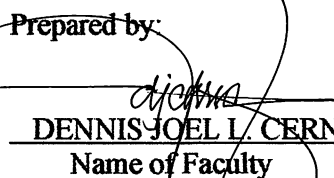
### SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS


Name of faculty Member: DENNIS JOEL L. CERNA

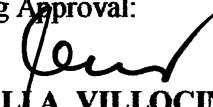
Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x 3)
<b>1. Instruction</b>			
c. Head/Dean (50%)		4.91 x 50% = 2.45	
d. Students (50%)		5.0 x 50% = 2.50	
<b>Total for Instruction</b>	75 %	4.95	3.71
<b>2. Research</b>			
a. Client/Dir. For Research (50%)			
b. Dept. Head/Center Director (50%)			
<b>Total for Research</b>			
<b>3. Extension</b>			
a. Client/Dir. For Extension (50%)		2.44 x 50% = 1.22	
b. Dept. Head/Center Director (50%)		2.44 x 50% = 1.22	
<b>Total for Extension</b>	10%	2.44	.24
<b>4. Support to Operations</b>	15%	4.89	.73
<b>TOTAL</b>	100%		4.68

Equivalent numerical rating                     4.68  
 Add: additional Points if any:                             
 Total Numerical Rating:                         4.68

Adjectival rating:                                 0

Prepared by:   
DENNIS JOEL L. CERNA  
 Name of Faculty

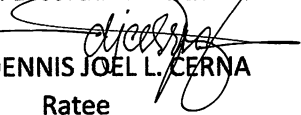
Reviewed by:   
MARY JEAN M. SAPAN  
 Department Head

Recommending Approval:  
  
AREL A. VILLOCINO  
 College Dean

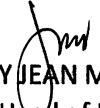
Approved:   
BEATRIZ S. BELONIAS  
 Vice-President for Instruction

**Individual Commitment and Review Form (IPCR)**

I, Dennis Joel L. Cerna 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 January to June 2018.

  
 DENNIS JOEL L. CERNA  
 Ratee

Approved:

  
 MARY JEAN M. SAPAN  
 Head of Unit

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

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 2017-2018</b> Physical Education 14 MAPH 122 MAPH123 MAPH103  <b>TOTAL</b>	<b>15</b>	20.35	5	5	5	5.00	
	Instructional Materials Revised and Utilized Teaching guides/aids, exams (written and practical) and reports								
		Prepared midterm examination	1	1	4.8	5	5	4.93	
		Conducted practical exams	5	6	4.8	5	5	4.93	
		Computed grades	8	8	4.9	5	5	4.97	
		Checked quizzes	3	4	4.8	5	5	4.93	

		checked assignments	2	4	4.8	5	5	4.93	
	<b>Activities Assisted</b>								
	<b>Number of Student-Related Activities Assisted</b>	Facilitated the Goodwill Games Facilitated the 2nd VSU Culture and the Arts Festival	250	300	5	5	5	5.00	
	Coaching	Trained and Coached the VSU Dancesports Team	6	6	4	5	5	4.67	
		<b>TOTAL INSTRUCTION</b>						<b>4.91</b>	
<b>Extension</b>	Officiating Athletics Events Workshop	Assisted in the conduct of the athletics workshop	8	10	4.8	5	5	4.87	
		<b>TOTAL EXTENSION</b>						<b>4.87</b>	
<b>Support to Operations</b>	Attendance in regular and special meetings	Number of IHK regular and special meetings	6	6	4.8	5	5	4.93	


	Committee Assignment	Coordinated the 2018 Anniversary Prep	40	45	4.8	5	5	4.93	
		Coordinated the 2nd VSU Culture and the Arts Festival	2	2	4.5	5	5	4.83	
		<b>TOTAL SUPPORT TO OPERATIONS</b>						<b>4.89</b>	
<b>Total Over-All Rating</b>					<b>4.74</b>	<b>4.99</b>	<b>4.99</b>	<b>4.89</b>	

Average Rating (Total Over-all rating divided by 4)	<b>4.89</b>	Comments and Recommendations for Development Purposes <i>Capable of taking up role with additional responsibilities.</i>
Additional Points		
Punctuality		
Approved Additional Points (with copy of approval)		
Final Rating		
Adjectival Rating		


Evaluated & Rated by:

  
MARY JEAN M. SAPAN  
Department Heads

Recommending/Approval:

  
ALLE A. VILLOCINO  
College Dean

Approved:

  
BEATRIZ S. BELONIAS  
Vice-President for Instruction



## PERFORMANCE MONITORING FORM


Name of Employee: DENNIS JOEL L. CERNA

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 PE 14, 122, 123 103	Deliver quality learning to students in the undergraduate program	January 2018	June 2018	June 2018	Very impressive	Outstanding	
2	Prepare exams, conduct practical exams compute grades and check quizzes	Comprehensive learning experience of students	January to June 2018			Very impressive	Outstanding	
6	Facilitate the 2 <sup>nd</sup> VSU culture and arts festival	Organize Culture and Arts Festival	January 2018	February 2018	February 2018	Very impressive	Outstanding	
7	Assisted in the conduct of athletics workshop					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: **DENNIS JOEL L. CERNA**

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:

  
**DENNIS JOEL L. CERNA**

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: DENNIS JOEL L. CERNA

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 reassign the wellness coordinators in each office/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

Conformed:

DENNIS JOEL L. CERNA