

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
(July – December 2022)**

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 x 50% = 2.47	
b. Students		3.60 x 50% = 1.8	
Total for Instruction	75 %	4.27	3.20
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	25 %	5.0	1.25
4. Gen. Admin Support Services (GASS)			
TOTAL	100%		4.45

EQUIVALENT NUMERICAL RATING:

4.45

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.45

ADJECTIVAL RATING:

Very Satisfactory

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 JULY- DECEMBER 2022


JOVEL M. ABERILLA
Instructor I
Date:

Approved: 
CHARIS B. LIMBO
Department Head
Date: 01-25-23

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 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:	<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	5	12.5	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	PhEd13n Phils. Folk Dance(3), CAEd125 International Dance&Other Forms(1), PhEd138 international Dance&Other Forms (1)	
		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	CAED125 International Dance&Other Forms(2) and PhEd13n(3)	
		A12. Number of trainings attended related to instruction	Attend mandated trainings	1	1	5	5	5	5.00	Webinar on Transforming Literacy Learning Spaces in Celebration of International Literacy Day 2022	
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	10	5	5	5	5.00	CAED125 International Dance&Other Forms(1), PhEd138 and PhEd13n(3)	
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	2	15	5	5	5	5.00	PhEd138 (1), CaEd125 (1), PhEd13(3)	

		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>	20	52	5	5	5	5.00	BCAEd Majors
		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	10	15	5	4.5	4.5	4.86	Service PE, BCAEd & BPED Majors
	PI 9: Number of student organizations advised/ assisted *	A19 . Number of Student organizations advised	<i>Advises student organizations recognized by USSO</i>							
		A20 . Number of Student organizations assisted on student related activities	<i>Assists student organizations in implementing student related activities</i>	1	2	5	5	5	5.00	BCAEd- ADARNA
	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							
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	1	4	5	5	5	5.00	PhEd13n Phils. Folk Dance(3), CAEd125 International Dance&Other Forms(1), PhEd138 (1)
		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	1	15	5	5	5	5.00	PhEd13n Phils. Folk Dance(3), CAEd125 International Dance&Other Forms(1), PhEd138 International Dance&OtherForms (1)
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	10	5	5	5	5.00	PhEd13n Phils. Folk Dance(3), CAEd125 International Dance&Other Forms(1), PhEd138 (1)
		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	1						

	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 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	5	5	5	5	5.00	IHK- VSU Varsity Coach Dance Sport and VSU Dance Company Artistic Director	
	Convenor/Organizer	Convenor/Organizer		1							
	Consultancy	Consultant									
	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:

Keep up the good work!

Evaluated & Rated by:


CHARIS B. LIMBO

Department Head

Date: 01-25-23

Recommending Approval:


BAYRON S. BARREDO

Dean, College of Education

Date: _____

Approved by:


BEATRIZ S. BELONIAS

Vice-President for Academic Affairs

Date: _____

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 PhEd13, CAEd125, and PhEd138	Deliver quality learning to students in the undergraduate program	September 2022	February 2023	February 2023	Very impressive	Outstanding	
2	Develop ppt in PhEd13, CAEd125, and PhEd138	A more comprehensive ppt presentation aligned to the syllabus	September 2022	February 2023	February 2023	Very Impressive	Outstanding	
3	Enhance the learning guide for CAEd 125 and PhEd135	A learning guide for CAEd 125 and PhEd135 following the face to face modality of learning	September 2022	February 2023	February 2023	Very Impressive	Outstanding	
4.	Create a contest guideline for the Dance Festival for the VSU Intramurals	Update guidelines for the Dance Festival for VSU Intramurals	September 2022	October 2023	October 18, 2023	Very Impressive	Outstanding	
4	Develop a budget plan and training outline for the VSU Dancesports Team	Update budget plan and training plan for VSU Dancesports Team	October 2023	December 2023	December 2023	Very Impressive	Outstanding	
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	September 2022-February 2023			Very impressive	Outstanding	

6	Facilitated and organized different online and face to face activities for the university and the IHK. <ul style="list-style-type: none"> VSU Intramural Games Regional SCUAA Games 2023 VSU Dancesports Team Tryouts 	<ul style="list-style-type: none"> Created different publication materials necessary for the advertisement of the activity Acted as an organizer and facilitator for the success of the event. 	September 2022	January 2023	January 2023	Very Impressive	Outstanding	
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* 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.

Date: February- June 2023

Target date: February- June 2023

First Step:

- Create timeline and orchestrate different performances.

Result:

- Collaborative effort in coming up with successful dance productions and performances.

Date: February- June 2023

Target Date: February- June 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
Director, IHK

Conforme:


JOVEL M. ABERILLA