

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Jovel M. Aberilla (Instructor I)**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean	40	4.93 <i>2.4W</i>	1.97
b. Students	40	4.00 <i>2</i>	1.60
Total for Instruction	80	<i>4.4W</i>	3.57
2. Research			
a. Client/Dir. for Research			
b. Dept. Head/Center Director			
Total for Research			0.00
3. Extension			
a. Client/Dir. for Extension			
b. Dept. Head/Center Director			
Total for Extension	20	5.00	1.00
4. Administration			0.00
5. Production	-		
TOTAL	100		4.57

EQUIVALENT NUMERICAL  
RATING:

4.57

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.57

ADJECTIVAL RATING:

VERY SATISFACTORY

Prepared by:

*Jovel M. Aberilla*  
JOVEL M. ABERILLA  
Name of Faculty

Reviewed by:

*Charis B. Limbo-Rivera*  
CHARIS B. LIMBO-RIVERA  
Director, IHK

Recommending Approval:

*Bayron S. Barredo*  
BAYRON S. BARREDO  
Dean, College of Education

Approved by:


*Beatriz S. Belonias*  
BEATRIZ S. BELONIAS  
VP for Academic Affairs

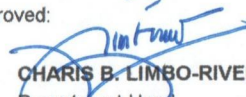


"Exhibit B"

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 2023

  
JOVEL M. ABERILLA  
Instructor I  
Date: JANUARY 17, 2024

Approved:   
CHARIS B. LIMBO-RIVERA  
Department Head  
Date: JANUARY 17, 2024

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:	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	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
		A11. 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



		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
<b>PI 8:</b> Number of students advised: *		<b>A16.</b> Number of students advised:	Acts as academic advisor to students	20	52	5	5	5	5.00	BCAEd Majors
		<b>A17.</b> 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							
		<b>A18.</b> 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
<b>PI 9:</b> Number of student organizations advised/ assisted *		<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USSO	1	1	5	4.5	4.5	4.86	BCAEd- ADARNA Organization
		<b>A20.</b> 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"
<b>PI 10:</b> Number of instructional materials developed *		<b>A 21:</b> 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), PhEd138International Dance&Other Forms, PhEd120, CAED116
		<b>A 23:</b> 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							
		<b>A 24:</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom							





		<b>A 33.</b> 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							
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		<b>A 35.</b> Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
<b>UMFO 4. EXTENSION SERVICES</b>										
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated	Identifies and links with probable partners for extension activities and maintains this active partnership							
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implements duly approved extension projects							
	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> 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							
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> 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								
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							

	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extrn. conducted by faculty or								
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
	<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>									
	<b>PI 8.</b> 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*	<b>A 44.</b> 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					
		<b>A 45.</b> 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								
<b>UMFO 6. General Admin. &amp; Support Services (GASS)</b>										
	<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint					
	<b>PI 3:</b> Additional Outputs	<b>A 47.</b> 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							
		<b>A 48.</b> Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
	<b>Total Over-all Rating</b>									
	<b>Average Rating</b>					5	5	4.8	4.93	
	<b>Adjectival Rating</b>									


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		<b>Outstanding</b>

Comments & Recommendations for Development Purpose:


*Keep up your cheerful attitude!*



Evaluated & Rated by:

  
CHARIS B. LIMBO-RIVERA  
Department Head  
Date: JANUARY 17, 2024

Recommending Approval:

  
BAYRON S. BARREDO  
Dean, College of Education  
Date: 1/17/2024

Approve by:


  
BEATRIZ S. BELONIAS  
Vice-President for Academic Affairs  
Date: 01/29/24



Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **JOVEL M. ABERILLA**

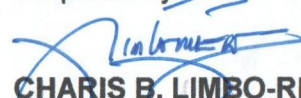
Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date Accomplished	Quality of Output*	Over-all Assessment of Output**	Remarks/ Recommendation
1	Teach undergraduate course	Deliver quality learning to students in the undergraduate program	January 2023	July.- December 2023		Very impressive	Outstanding	All students passed
2	BCAED Students Coordinator	<ul style="list-style-type: none"><li>Entertain students on some inquiries about flexible learning in the new normal</li></ul>	Jan.-June 2024			Very impressive	Outstanding	Tasks done on time
3	Advice BCAED Students	<ul style="list-style-type: none"><li>Empowered students to graduate on time and face challenges courageously</li><li>Assisted and follow-up during enrolment</li></ul>	January 2023	July.- December 2023		Very impressive	Outstanding	Assisted students concerns properly
4	Advice and Guide ADARNA-BCAEd Club and BPED Students	<ul style="list-style-type: none"><li>Performed functions relative to activities of ADARNA Club.</li></ul>	January 2023	July.- December 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	July.- December 2023			Very impressive	Outstanding	Well prepared

7	Attendance in regular, emergency & special meetings	<ul style="list-style-type: none"> <li>Attended meetings in the institute and department</li> </ul>	July.- December 2023		Very impressive	Outstanding	Have Attended
8	Senior Artistic Director of VSU Dance Company, Culture and Arts Center	<ul style="list-style-type: none"> <li>Developed budgetary requirements for the improvement of VSU Dance Company.</li> <li>Functioned as Socio-Cultural Committee in carrying out every task of the different arts and cultural performances.</li> <li>Performed functions relative to VSU Culture and Arts Center.</li> </ul>	July.- December 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	July.- December 2023	Very impressive	Outstanding	Tasks were accomplished
10	Attended mandated Trainings	Professional growth and development	January 2023	July.- December 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: January - June 2024

Target date: January - June 2024

First Step:

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

Result:

- Collaborative effort in coming up with successful dance performances.

Date: January - June 2024

Target Date: January - June 2024

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**