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)
1. Instruction			
a. Head/Dean (100%)		4.99 x 50 % = 2.49	
b. Students		3.71 x 50% = 1.86	
Total for Instruction	75 %	4.35	3.26
2. Research			
a. Client/Dir. For Research (50%)		x50% =	
b. Dept. Head/Center Director (50%)		x50% =	
Total for Research			
3. Extension			
a. Client/Dir. For Extension			
b. Dept. Head/Center Director (100%)		5.0 x 100% =5.0	
Total for Extension	20%	5.0	1.00
4. Gen. Admin & Support to Services	5 %	5.0	.25
TOTAL	**100%**		**4.51**

EQUIVALENT NUMERICAL RATING: **4.51**
Add: Additional Points, if any: ____
TOTAL NUMERICAL RATING: **4.51**

ADJECTIVAL RATING: **Very Satisfactory**

Prepared by:

DENNIS JOEL L. CERNA
Name of Faculty

Reviewed by:

CHARIS B. LIMBO
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, DENNIS JOEL L. CERNA, 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 to December 2021.

Approved:

DENNIS JOEL L. CERNA
Instructor I
Date: January 11, 2022

CHARIS B. LIMBO
Department Head
Date: 01-18-22

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	Eficiency	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	Handles subjects/courses assigned							
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students							
		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							

		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 Moddle 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	15	24.7		5	5	5	5.00	5- PhEd11, PrEd191, CAEd143, FS2,
		A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	9	8		5	5	4.5	4.83	4- PhEd14 (International Folk Dances), 2- PhEd138, 1- TEGr113
		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	5	5.00	INC forms submitted for 1st semester 2nd semester, AY 2020-2021
		A12 . Number of trainings attended related to instruction	Attend mandated trainings	1							
		A13 . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	7		5	5	5	5.00	5-Pred191, 2-Phed11
		A14 . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	4	10		5	5	5	5.00	5-Pred191, 5-Phed11
		A15 . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required								

		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	41	70	5	5	5	5.00	Bachelor of Culture and Arts Education Advisees
		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	65	5	5	5	5.00	Enrollment, dropping and inquiries of advisees, and students asking regarding course matters.
PI 9: Number of student organizations advised/ assisted *		A19. Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	5	5	5	5.00	Aspiring and Dedicated Artists for the Restoration of the National Arts (ADARNA)
		A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1					Election of ADARNA officers AY 2020-2021
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	5.00	PhEd11, Art Apprenticeship Plan
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	7	5	5	5	5.00	PhEd11, Art Apprenticeship Plan
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	17	5	5	5	5.00	Learning Tasks for PhEd 11 and PrEd191
		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	3	5	5	5	5.00	PrEd191, PhEd11 and CAEd143
	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							
		In refereed int'l journals								
		In refereed nat'l/regional journals								
	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							
		In int'l fora/conferences								
		In nat'l/regional fora/conferences								
	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								
	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		521	5	5	5	5.00	Kinetika Radio Program and Langoy sa Kaluwasan
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	Implementes duly approved extension projects		3	5	5	5	5.00	Kinetika Radio Program and Langoy sa Kaluwasan
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							
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/Panelist/Coach									
	Resource Persons	Resource Persons/Coach of Different Sports									
	Convenor/Organizer	Convenor/Organizer		1	7	5	5	5	5.00	KRP- Weight Loss vs Fat Loss, KRP-Padyak as the new Hype, ASEAN Month Opening, Art Apprenticeship Orientation, Art Apprentinticeship Webinar Series, VSU Biggest Loser 2.0, Padyak CHED R8 Funride
	Consultancy	Consultant									
	Evaluator	Evaluator		1	1	5	5	5	5.00	Tiktok Competition-VSU Library
	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 (extn. 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 theQMS 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

	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 performfing functions resulting to best practice	1	1	5	5	5	5.00	Updated Webpage Content and Structure,
		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						5	5	4.9	4.95	
Average Rating						5	5	4.9	**4.95**	
Adjectival Rating										

Average Rating (Total Over-all rating divided by 4)			4.95
Additional Points			
Approved Additional Points (with copy of approval)			
Final Rating			4.95
Adjectival Rating			Outstanding

Comments & Recommendations for Development Purpose:
Very effisient! One of the most dependable faculty members in the institute.

Evaluated & Rated by:

CHARIS B. LIMBO
Department Head
Date: 01-18-22

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: **DENNIS JOEL L. CERNA**

Tas k No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date Accompli shed	Quality of Output*	Over-all Assessmen t of Output**	Remarks/ Recommen dation
1	Teach PhEd11, PrEd191, CAEd143	Deliver quality learning to students in the undergraduate program	August 2021	January 2022	January 2022	Very impressi ve	Outstanding	
2	Develop ppt in PhEd11, PrEd191, CAEd143	A more comprehensive ppt presentation	August 2021	January 2022	January 2022	Very Impressi ve	Outstanding	
3	Enhance the learning guide for PhEd 11	A learning guide for PhEd 11 for the Online learning that is used in the department.	August 2021	January 2022	January 2022	Very Impressi ve	Outstanding	
4.	Develop an Apprenticeship plan for CAEd 141 and 143	An apprenticeship plan that is used for both CAEd 141 and CAEd143 in the new normal.	August 2021	January 2022	January 2022	Very Impressi ve	Outstanding	
4	Develop an online course-ware for students enrolled who opt to have the online mode of learning for PhEd11, PrEd191, CAEd143	Develop and enhance the VSUEE for subjects assigned.	August 2021	January 2022	January 2022	Very Impressi ve	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	August 2021- January 2022			Very impressi ve	Outstanding	

6	Submit reports and other requirements	Sign DTRs, submit grade sheets	August 2021 to January 2022			Very Impressive	Outstanding	
7	Facilitated the Kinetika Radio program of DYDC 104.7	• Created a postings for the IHK page of episodes • Facilitated in the airing of episodes as host	August 2021	December 2021	December 2021	Very Impressive	Outstanding	

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

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

Prepared by:

CHARIS B. LIMBO

Unit Head

Exhibit L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **DENNIS JOEL L. CERNA**

Performance: Outstanding

Aim: To facilitate the "Kinetika" Radio Program at DYDC 104.7

Proposed Intervention to Improve Performance:
Come up with different weekly segments of the program

Date: March 2022

Target date: March 2022

First Step:
- Create a timeline of weekly segments with co-faculties as co-hosts

Result:
- Attractive Radio program for the university and stakeholders

Date: September 2022

Target Date: October 2022

Next Step:
- Study the result of the Program

Outcome:
- A more attractive and enjoyable Radio Program for the employees and stakeholders of the university

Final step/recommendation:
- Consistency of the implementation of the Radio program.

Prepared by:

CHARIS B. LIMBO
Director, IHK

Conforme:

DENNIS JOEL L. CERNA