

RECEIVED
#241
25 JAN 2022
OK
SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONSName of Faculty Member: VICENTE B. ANTIPASO

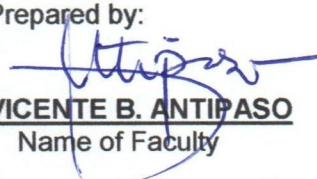
Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x 3)
4. Instruction			
b. Head/Dean (100%)		4.99 x 100% = 4.99	
b. Students			
Total for Instruction	75 %	4.99	3.74
5. Research			
c. Client/Dir. For Research (50%)		x 50% =	
d. Dept. Head/Center Director (50%)		x 50% =	
Total for Research			
6. Extension			
c. Client/Dir. For Extension			
d. 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%		4.99

EQUIVALENT NUMERICAL RATING: 4.99


Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.99ADJECTIVAL RATING: Outstanding

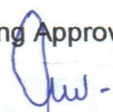
Prepared by:


VICENTE B. ANTIPASO
Name of Faculty

Reviewed by:


CHARIS B. LIMBO
Director, IHK

Recommending Approval:


BAYRON S. BARREDO
College Dean

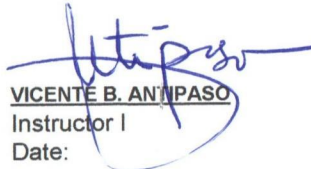
Approved:



BEATRIZ S. BELONIAS
Vice-President for Academic Affairs

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Vicente B. Antipaso, 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 August- December 2021.


VICENTE B. ANTIPASO
 Instructor I
 Date:

Approved: 
CHARIS B. LIMBO
 Department Head
 Date:

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	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	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								
		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	10	10	5	5	5	5.00	
	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	2	2	5	5	5	5.00	
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	2	2	5	5	5	5.00	

		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	3	3	5	4.8	5	4.93	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc	4	4	5	5	5	5.00	
		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	2	2	5	5	5	5.00	
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	9	9	5	5	5	5.00	
	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	3	3	5	5	5	5.00	
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	26	5	5	5	5.00	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	9	9	5	5	5	5.00	PhEd 13 and PhEd 11
		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	8	8	5	5	5	5.00	
		A12. Number of trainings attended related to instruction	Attend mandated trainings							
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	1	1	5	5	5	5.00	IHK Extension Program "Langoy sa Kaluwasan"
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	4	28	5	5	5	5.00	PHed 11- 4 and PHed 13 Quizzes- 5
		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							
		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							
		<u>A18</u> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	5	30	5	5	5	5.00	Service Physical Education Students
	<u>PI 9</u> : Number of student organizations advised/ assisted *	<u>A19</u> . Number of Student organizations advised	Advises student organizations recognized by USOO							
		<u>A20</u> . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
	<u>PI 10</u> : Number of instructional materials developed *	<u>A 21</u> : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel	1	1	5	5	5	5.00	
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	3	5	5	5	5.00	PhEd 11, PHEd 13 (Volleyball and Basketball)
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	4	5	5	5	5.00	PhEd 11, PHEd 13 (Volleyball and Basketball)
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	28	5	5	5	5.00	PhEd 11, PHEd 13 (Volleyball and Basketball)
		<u>A 23</u> : 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							
		<u>A 24</u> : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	2	3	5	5	5	5.00	PhEd 11, PHEd 13 (Volleyball and Basketball)
	<u>PI 11</u> . Additional outputs	<u>A 25</u> . 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							
		<u>A 26</u> . Other outputs implementing the new normal due to covid 19	Designs experiential learning 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						
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority	A 38. Number of extension programs/projects implemented	Implementes duly approved extension projects	1	1	5	5	5	5.00
	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/Dance Trainer							
	Peer reviewers/Panelists	Peer reviewers/Panelists/Coach							
	Resource Persons	Resource Persons/ Coach of Different Sports/Dance Adjudicator							

	Convenor/Organizer	Convenor/Organizer		1	7	5	5	5	5.00	CSC Anniversary Online Fitness, Art Apprenticeship Webinar Series, Art Apprenticeship Orientation, Biggest Loser VSU Edition Version 2.0, Workplace Physical Fitness Program, 2021 ASEAN Month Celebration, CHED Regional PADYAK Caravan.
	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 (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 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									
	PI 2. Zero percent complaint from clients served	A 46. Customer 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					105	104.8	105	104.93
	Average Rating					5	4.99	5	4.99
	Adjectival Rating								

Average Rating (Total Over-all rating divided by 4)	9.98	4.99	Comments & Recommendations for Development Purpose:
Additional Points			
Approved Additional Points (with copy of approval)			
Final Rating		4.99	
Adjective Rating		Outstanding	

Evaluated & Rated by:

CHARIS B. LIMBO

Department Head

Date: 01-12-22

Recommending Approval

BAYRON S. BARREDO

Dean, College of Education

Date:

Approved by:

BEATRIZ S. BELON/AS

Vice President for Academic Affairs

Date: 1/19/22

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **VICENTE B. ANTIPASO**

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.	Attendance to Webinars, meetings, conference, IHK faculty meetings	Prepare instructional materials and students enrolment	August 2, 2021	August 2, 2021	August 2, 2021	Very Satisfactory	Very Satisfactory	
2.	Actual consultation services to students enrolled in PhEd 11 (W034)	Orient the students regarding the subject	August 4, 2021	August 4, 2021	August 4, 2021	Very Satisfactory	Very Satisfactory	
3.	Actual consultation services to students enrolled in PhEd 11 (W057)	Orient the students regarding the subject	August 6, 2021	August 6, 2021	August 6, 2021	Excellent	Excellent	
4.	Preparation of E-learning Portal for virtual classroom in the VSUEE	Prepare virtual classroom for virtual classes	August 9, 2021	August 13, 2021	August 13, 2021	Very Satisfactory	Very Satisfactory	
5.	Attendance to webinars, meetings, conference, IHK Faculty meeting	Update on the preparation of the 1 st semester classes	August 27, 2021	August 27, 2021	August 27, 2021	Very Satisfactory	Very Satisfactory	
6.	Revised and edited some Learning Tasks in PhEd 11 classes	Updated Learning Task in PhEd 11 classes	September 1, 2021	September 6, 2021	September 6, 2021	Very Satisfactory	Very Satisfactory	
7.	Preparation of E-Learning Portal in PhEd 11 (W034 class)	Prepare E-Learning Portal in PhEd 11 (W304) class	September 8, 2021	September 13, 2021	September 13, 2021	Very Satisfactory	Very Satisfactory	
8.	Preparation of E-Learning Portal in PhEd 13 (W300) class	Prepare E-Learning Portal in PhEd 13 (W175) class	September 15, 2021	September 21, 2021	September 21, 2021	Very Satisfactory	Very Satisfactory	

9.	Preparation of E-Learning Portal in PhEd 11 (W034) class	Prepare E-Learning Portal in PhEd 11 (W034) class	September 30, 2021	September 30, 2021	September 30, 2021	Very Satisfactory	Very Satisfactory	
10.	Preparation of E-Learning Portal of PhEd 13 (W175) class	Prepare E-Learning Portal in PhEd 13 (W175) class	October 4, 2021	October 7, 2021	October 7, 2021	Very Satisfactory	Very Satisfactory	
11.	Preparation of E-Learning Portal of PhEd 13 (W310) class	Prepare E-Learning Portal in PhEd 13 (W175) class	October 4, 2021	October 7, 2021	October 7, 2021	Very Satisfactory	Very Satisfactory	
12.	Continue conduct of virtual classes in all assigned subjects	Successfully conduct virtual classes in all assigned subject	August 2, 2021	January 28, 2022	January 28, 2022	Very Satisfactory	Very Satisfactory	
13.	Review PhEd 11 Course syllabus	Update PhEd 11 course syllabus	November 4, 2021	November 10, 2021	November 10, 2021	Very Satisfactory	Very Satisfactory	
14.	Review PhEd 13 (Volleyball) Syllabus	Update PhEd 13 (Volleyball) syllabus	November 12, 2021	November 17, 2021	November 17, 2021	Very Satisfactory	Very Satisfactory	
15.	Review PhEd 13 (Basketball) course syllabus	Update PhEd 13 (Basketball) syllabus	November 19, 2021	November 23, 2021	November 23, 2021	Very Satisfactory	Very Satisfactory	
16.	Prepare final exams in PhEd 11 classes	Conduct final exams to students enrolled in PhEd 11 classes	November 23, 2021	November 24, 2021	November 26, 2021	Very Satisfactory	Very Satisfactory	
17.	Prepare final exams in PhEd 13 classes	Conduct final exams to students enrolled in PhEd 13 classes	November 29, 2021	December 2, 2021	December 2, 2021	Very Satisfactory	Very Satisfactory	
18.	Conduct final exams in PhEd 11 and PhEd 13 classes	Successfully conducted the final exams in PhEd 11 and PhEd 13	December 13, 2021	December 17, 2021	December 17, 2021	Very Satisfactory	Very Satisfactory	

* 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: **VICENTE B. ANTIPASO**

Performance Rating: Outstanding

Aim: To provide knowledge and expertise to all student majors in Bachelor of Physical Education (BPEd) in Plotting Schematic Diagram in different types of tournaments and teaching them on how to schedule different competition of games and sports.

Date: January 2022

Target Date: March 2022

First Step: Share the Learning Materials to Bachelor of Physical Education (BPEd) students. Request them to study and analyze the Learning materials.

Result: Let them practice plotting the Schematic Diagram with few number of competing teams and try to schedule the games.

Date: March 2022

Target Date: May 2022

Next Step: Submit a compilation of plotted Schematic Diagram and schedule of games from four (4) to eight (4-8) competing teams.

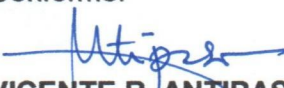
Final Step/Recommendation: Conduct any sports tournament in their own respective barangays while following the IATF protocols.

Outcome: BPEd students will learn to appreciate the importance of Sports Management and skills to plot and schedule different sports and games.

Prepared by:


CHARIS B. LIMBO
IHK Director

Conforme:


VICENTE B. ANTIPASO
Faculty