

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 (2x3) (4)
1. Instruction			
a. Head/Dean (100%)		4.97 x 50 % = 2.49	
b. Students		4.40 x 50% = 2.2	
Total for Instruction	75 %	4.69	3.5
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	25%	5.0	1.25
4. Gen. Admin & Support to Services			
TOTAL	100%		4.75

EQUIVALENT NUMERICAL RATING:

4.75

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.75

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

DENNIS JOEL L. CERNA

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, 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 accomplishments in accordance with the indicated measures for the period January to June 2023.


DENNIS JOEL L. CERNA
 Instructor I
 Date: August 3, 2023

Approved: 
CHARIS B. LIMBO-RIVERA
 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 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							

	<u>PI 9</u> : Number of instructional materials developed *	<u>A5</u> . 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 Moddle or Google Classroom							
	<u>PI 10</u> . Additional outputs:	<u>A 8</u> . 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										
	<u>PI 5</u> : Total FTE, coordinated, implemented and monitored *	<u>A9</u> . Actual Faculty's FTE	Handles and teaches courses assigned		38.85	5	5	5	5.00	
		<u>A10</u> . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	9	9	5	5	5	5.00	6-PhEd14, 2-TEGr113, 1PrEd200
		<u>A 11</u> . 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	34	5	5	5	5.00	PhEd11, PhEd12, PhEd13, PhEd14
		<u>A12</u> . Number of trainings attended related to instruction	Attend mandated trainings	1						
		<u>A13</u> . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	9	5	5	5	5.00	PhEd14, TEGr113

		<u>A14</u> . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	4	12	5	4.7	5	4.90	PhEd14, TEGr113
		<u>A15</u> . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required							
	<u>PI 8</u> : Number of students advised: *	<u>A16</u> . Number of students advised:	Acts as academic adviser to students	60	70	5	5	4.6	4.87	BCAEd
		<u>A17</u> . Number of students advised on thesis/ field practice/special problem:			9	5	4.8	4.8	4.87	BCAEd
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript		4	4.8	4.8	4.8	4.80	Culture and Arts Field
		<u>A18</u> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	15	150	5	5	5	5.00	BCAEd, BPED and Service PE
	<u>PI 9</u> : Number of student organizations advised/ assisted *	<u>A19</u> . Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	5	5	5	5.00	ADARNA
		<u>A20</u> . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	2	5	5	5	5.00	ADARNA, UISB
	<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							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1						PrEd200
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	21	5	5	5	5.00	TEGr113
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	1	18	5	5	5	5.00	PhEd14, TEGr113

		A 23 : 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							
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	1	5	5	5	5.00	PrEd200
	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 for a/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								

	<u>PI 5.</u> Percent of research proposals approved *	<u>A 31.</u> Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation								
	<u>PI 6.</u> Additional outputs*	<u>A 32.</u> No. of research-related awards (research conducted by									
		<u>A 33.</u> 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								
		<u>A 34.</u> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output								
		<u>A 35.</u> 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											
	<u>PI 1.</u> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<u>A 36.</u> 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								
	<u>PI 2.</u> Number of trainees weighted by the length of training	<u>A 37.</u> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer								
	<u>PI 3.</u> Number of extension programs organized and supported consistent with the SUC's mandated and priority	<u>A 38.</u> Number of extension programs/projects implemented	Implementes duly approved extension projects								
	<u>PI 4.</u> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<u>A 39.</u> 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			3	5	5	5	5.00	Sports Coach-Dancesports, AR Adviser, Dance Trainer
	Peer reviewers/Panelists	Peer reviewers/Panelist/Coach			2	5	5	5	5.00	Action Research, Coach-Dancesport
	Resource Persons	Resource Persons/Coach of Different Sports			1	5	5	5	5.00	Clerk of Course- Athletics Sports Clinic
	Convenor/Organizer	Convenor/Organizer		1	3	5	5	5	5.00	Mr and Ms VSU 2023, Pasigarbong Mugna, Sayaw Hataw 2023
	Consultancy	Consultant								Ugmadani Festival
	Evaluator	Evaluator		1	4	5	5	5	5.00	Magsanga Festival, SLSU Idols. WLC PE Culmination,
	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. Customerly friendly frontline services	Provides customer friendly frontline services to clients							
	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	1	1	5	5	5	5.00	Pasigarbong Mugna
		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								4.97	
	Adjectival Rating									

Average Rating (Total Over-all rating divided by 4)			Comments & Recommendations for Development
Additional Points			<i>Obedient & reliable!</i>
Approved Additional Points (with copy of approval)			
Final Rating		4.97	
Adjectival Rating			

Evaluated & Rated by:

CHARIS B. LIMBO-RIVERA
Department Head
Date:

Recommending Approval:

BAYRON S. BARREDO
Dean, College of Education
Date:

Approved by:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date:

PERFORMANCE MONITORING FORM

Name of Employee: DENNIS JOEL L. CERNA

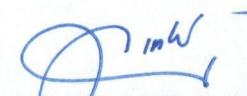
Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date Accomplished	Quality of Output*	Over-all Assessment of Output**	Remarks/ Recommendation
1	Teach TEGr 113, PhEd14, PrEd 200	Deliver quality learning to students in the undergraduate program	January 2023	June 2023	July 2023	Very impressive	Outstanding	
2	Develop ppt in TEGr1 113, PhEd14	A more comprehensive ppt presentation aligned to the syllabus	January 2023	June 2023	July 2023	Very Impressive	Outstanding	
3	Enhance the Syllabus for CAEd 141 and CAEd 143	A syllabus for CAEd141 and CAEd143 following the face to face modality of learning	January 2023	June 2023	July 2023	Very Impressive	Outstanding	
4.	Establish ramp choreography for Mr. and Ms. VSU 2023	Ramp choreography for Mr. and Ms. VSU Candidates for the production.	March 2023	April 2023	April 2023	Very Impressive	Outstanding	
4	Develop and create a training outline for the VSU Dance Company	Update members and train new members of VSU Dance Company	March 2023	May 2023	May 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	February-July 2023			Very impressive	Outstanding	

6	Submit reports and other requirements	Sign DTRs, submit grade sheets	February-July 2023	Very Impressive	Outstanding	
7	Appointed as Club adviser for Aspiring and Dedicated Artists for the Restoration of the National Arts (ADARNA)	Facilitate and assist student body organization	February-July 2023	Very Impressive	Outstanding	
8	Facilitated and organized different online and face to face activities for the university and the IHK. <ul style="list-style-type: none"> • Mr and Ms VSU 2023 • Goodwill Games 2023 • VSU Anniversary Fun Run 2023 • Pasigarbong Mugna • Sayaw Hataw-Dance Exercise Competition 	<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. 	February-July 2023	Very Impressive	Outstanding	

* 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: **DENNIS JOEL L. CERNA**

Performance: Outstanding

Aim: To create a comprehensive dance program for the institute and to the university as a whole

Proposed Intervention to Improve Performance:

Attend relevant seminars and workshops in the field of dance.

Date: August 2023

Target date: November 2023

First Step: Review and update dance program in the institute as well as in the university.

Result:

- Attractive Dance Program in the University

Date: November 2023

Target Date: December 2023

Next Step:

- Study the result of the program.

Outcome:

- A more attractive and comprehensive Dance Program in the University in line with the University's Wellness program and CHED's PATH-Fit Program.

Final step/recommendation:

- Consistency of the implementation of the Dance program.

Prepared by:

CHARIS B. LIMBO-RIVERA

Director, IHK

Conforme:

DENNIS JOEL L. CERNA