

**OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)**

I, **CHARIS B. LIMBO**, director of the Institute of Human Kinetics, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July - December 2021.

**CHARIS B. LIMBO**

Director

Date: 01-18-22

**BAYRON S. BARREDO**

College Dean

Date: 1-19-22

**INFORMATION ON PERSONNEL FULL-TIME TEACHING EQUIVALENT (FTE):**

| Personnel                            | Number (1) | Min. FTE (2) | Total FTE (1x2) | RDE Commitments*** |             |           |
|--------------------------------------|------------|--------------|-----------------|--------------------|-------------|-----------|
|                                      |            |              |                 | Research           | Publication | Extension |
| Department Head                      | 1          | 17.1         | 17.10           | 0.0                | 0           | 0         |
| Faculty w/ Univ. Designated Position | 2          | 24.3         | 24.3            | 0.0                | 0           | 0         |
| Regular Faculty (VSL)*               | 3          | 41.40        | 41.40           | 0.0                | 1           | 1         |
| Regular Faculty (TLS)*               | 6          | 147.65       | 147.65          | 0.0                | 0           | 0         |
| Part time Faculty                    | 9          | 372.02       | 372.02          | 0.0                | 0           | 0         |
| Admin Staff Members                  | -          | -            | -               | -                  | -           | -         |
| <b>TOTAL:</b>                        |            |              | <b>602.47</b>   | <b>0.0</b>         | <b>1</b>    | <b>1</b>  |

**Rating Equivalents:**  
5 - Outstanding  
4 - Very Satisfactory  
3 - Satisfactory  
2 - Fair  
1 - Poor

| MFO No. | Success/Performance Indicator (PI)                      | Units/Person<br>s<br>Responsible | Department<br>Target | Actual                |                                 | Rating  |            |            |         | Remark (Details of the targetted<br>output indicators with **) |
|---------|---|----------------------------------|----------------------|-----------------------|---------------------------------|---------|------------|------------|---------|--|
|         |   |                                  |                      | % Accom-<br>plishment | Details of Accom-<br>plishments | Quality | Efficiency | Timeliness | Average |  |
| MFO 1   | ADVANCED EDUCATION SERVICES (20%)                       |                                  |                      |                       |                                 |         |            |            |         |  |
|         | OVPI MFO 1. Graduate Degree Program Management Services |                                  |                      |                       |                                 |         |            |            |         |  |



|  |  |             |   |      |  |   |   |   |   |  |  |  |
|--|--|-------------|---|------|--|---|---|---|---|--|--|--|
| 1  | PI 1. Percentage of graduate school faculty engaged in research work applied in any of the following:  |             |   |      |  |   |   |   |   |  |  |  |
| a.   | pursuing advanced research degree program (Ph.D) *   | IHK Faculty | 4 | 4.00 |  | 5 | 5 | 5 | 5 | Ms. Florife Gatchalian, Ms. Mary Jean Sapan, Mr. Joselle Cayetano,   |  |  |
| b.   | actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research) | IHK Faculty | 2 | 2.00 |  | 5 | 5 | 5 | 5 | Ms. Charis Limbo, Prof. Florife Gatchalian, Prof. Aleli A. Villocino |  |  |
| c.   | producing technologies for commercialization or livelihood improvement   |             |   |      |  |   |   |   |   |  |  |  |
| d.   | whose research resulted in an extension program  |             |   |      |  |   |   |   |   |  |  |  |
| OVPI MFO 2. Graduate Student Management Services   |  |             |   |      |  |   |   |   |   |  |  |  |
| PI 1: Percentage of graduate students enrolled in research degree programs *             |  |             |   |      |  |   |   |   |   |  |  |  |
| PI 2: Percentage of accredited graduate programs *                                       |  |             |   |      |  |   |   |   |   |  |  |  |
| PI 3: Number of graduate degree specializations offered and monitored *                  |  |             |   |      |  |   |   |   |   |  |  |  |
| PI 4: Total FTE coordinated, implemented & monitored*                                    |  |             |   |      |  |   |   |   |   |  |  |  |
| PI 5: Percentage increase in number of graduate students enrolled *                      |  |             |   |      |  |   |   |   |   |  |  |  |
| PI 6: Percentage increase in number of students who graduated within prescribed period * |  |             |   |      |  |   |   |   |   |  |  |  |
| PI 7: Number of graduate students awarded with honors/distinction *                      |  |             |   |      |  |   |   |   |   |  |  |  |



|       |   |                        |    |        |  |   |   |   |   |   |
|-------|---|------------------------|----|--------|--|---|---|---|---|---|
|       | PI 8: Number of graduate students advised *   | IHK Faculty            | 7  | 19.00  |  | 5 | 5 | 5 | 5 | 6-Limbo, 4-Villocino, 9- Tabudlong  |
|       | PI 9: Number of instructional materials developed *   |                        |    |        |  |   |   |   |   |   |
|       | On-line ready courseware  | IHK Faculty            | 3  | 3.00   |  | 5 | 5 | 5 | 5 | PhEd 211,PhEd 206, PhEd 208   |
|       | Flexible instructional materials  | IHK Faculty            | 3  | 14.00  |  | 5 | 5 | 5 | 5 | 6- Limbo, 8-Tabudlong   |
|       | Assessment tools  | IHK Faculty            | 3  | 11.00  |  | 5 | 5 | 5 | 5 | 5 Limbo ( LT, AT, MT and FT),5 -<br>Tabudlong ( LT)   |
|       | PI 10: Number of virtual classrooms created and operationalized   | IHK Faculty            | 3  | 3.00   |  | 5 | 5 | 5 | 5 | PhEd 211,PhEd 206, PhEd 208   |
| MFO 2 | HIGHER EDUCATION SERVICES (50%)   |                        |    |        |  |   |   |   |   |   |
|       | PI 1: Percentage of first time licensure exam takers that pass the licensure exams *                                    |                        |    |        |  |   |   |   |   |   |
|       | PI 2: Percentage of graduates (2 years prior) that are employed *   |                        |    |        |  |   |   |   |   |   |
|       | PI 3: Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs * |                        |    |        |  |   |   |   |   |   |
|       | PI 4: Percentage of undergraduate programs with accreditations *  |                        |    |        |  |   |   |   |   |   |
|       | PI 5: Total FTE, coordinated, implemented and monitored *   | Director & IHK Faculty | 96 | 555.43 |  | 5 | 5 | 5 | 5 | Tabudlong, Antipaso, Limbo, Aberilla, Villocino, Cerna, Varron, Maningo, Marianne, Guy-ab, Batis, Ma. Venus, Desades, Nopal, Catacutan, Gorre, Lecciones and Artiga |

|  |  |                        |    |        |  |   |   |   |      |  |
|--|--|------------------------|----|--------|--|---|---|---|------|--|
|  | <b>PI 8:</b> Number of students advised: *                           |                        |    |        |  |   |   |   |      |  |
|  | <i>On thesis/ field practice/special problem</i>                     | IHK Faculty            | 0  | 39.00  |  | 5 | 5 | 5 | 5    | Tabudlong, Varron, Aberilla  |
|  | <i>No. of approved manuscript submitted within prescribed period</i> |                        |    |        |  |   |   |   |      |  |
|  | <i>On consultation</i>   | Director & IHK Faculty | 94 | 598.00 |  | 5 | 5 | 5 | 5    | 44- Cerna, 44-Artiga, 103-Limbo, 155- Tabudlong, 52-Aberilla, 100-Maningo, 100- Varron               |
|  | <b>PI 9:</b> Number of student organizations advised/ assisted *     |                        |    |        |  |   |   |   |      |  |
|  | <i>Student organizations advised</i>                                 | IHK Faculty            | 3  | 3.00   |  | 5 | 5 | 5 | 5    | BPEd Students Society, ADARNA-BCAEd, USSC-Baybay   |
|  | <i>Student organizations assisted on student related activities</i>  | Director & IHK Faculty | 7  | 8.00   |  | 5 | 5 | 4 | 4.60 | World Teachers's Day, USSC-Baybay Meetings/Elections-6.BCAEd Election                                |
|  | <b>PI 10:</b> Number of instructional materials developed *          |                        |    |        |  |   |   |   |      |  |
|  | <i>On-line ready courseware</i>                                      | Director & IHK Faculty | 11 | 25.00  |  | 5 | 5 | 5 | 5    | Artiga-5, Aberilla- 4, Cerna-3, Antipaso-2, Maningo-4, Tabudlong-4, Varron- 2, Limbo-4, Villocino- 2 |

|  |                                  |  |                        |    |        |  |   |   |   |   |   |
|--|----------------------------------|--|------------------------|----|--------|--|---|---|---|---|---|
|  | Flexible instructional materials |  | Director & IHK Faculty | 16 | 154.00 |  | 5 | 5 | 5 | 5 | 43- Tabudlong ( Powerpoint, Learning Guide), 11-Artiga ( Powerpoint, Learning Guide, Handouts), 37 Limbo ( Powerpoint Learning Guide, Sample Format), 14-Cerna ( Learning Guides), 13- Maningo ( Learning Guide, Powerpoint), 20- Varron ( Learning Guides, Powerpoint , Forms, Video, Activity Sheets), 16-Aberilla ( Learning Guides)   |
|  | Assessment tools                 |  | Director & IHK Faculty | 32 | 164.00 |  | 5 | 5 | 5 | 5 | 10- Maningo ( Learning Tasks, Midterm Exam, Final Term Exam), 17- Cerna (Learning Tasks, Midterm and Final Term Exam), 28- Limbo ( Learning Tasks, Assessment Tasks, Midterm Examination, Final Term Examination), 24- Gatchalian ( Learning Tasks,Midterm and Final Term), 23- Varron ( Learning Tasks, Assessment Taks, Midterm and Final Term), 10 Tabudlong ( Learning Task, Midterm and Final Term), 7-Aberilla ( Learning Task, Midterm and Final Term) |









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|  |                        |      |         |  |   |   |   |   |  |
|--|------------------------|------|---------|--|---|---|---|---|--|
| <b>PI 1:</b> Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted *          | Director & IHK Faculty | 3    | 4       |  | 5 | 5 | 5 | 5 | Sapan, Mazo, Gatchalian, and Cayetano  |
| <b>OVPI MFO 2. Faculty Recruitment/Hiring Services</b>   |                        |      |         |  |   |   |   |   |  |
| <b>PI 2:</b> Number of faculty recruited/hired based on needed competencies and aligned with ISO standards *                   | Director & IHK Faculty | 0    | 9       |  | 5 | 5 | 5 | 5 | Maianne, Guy-ab, Fuentes, Batis, Gorre, Desades, Nopal, Catacutan, Lecciones   |
| <b>OVPI MFO 3. Faculty Evaluation Services</b>   |                        |      |         |  |   |   |   |   |  |
| <b>PI 3:</b> Number of seminars/trainings/ conventions/workshops coordinated for entire university *                           | Director & IHK Faculty | 0    | 14      |  | 5 | 5 | 5 | 5 | CSC Online Fitness, Art Apprenticeship Orientation, CAEd Webinar Series, LEPT Review, Padyak-Fun-Ride, Padyak-New Hype, Dance Fitness Line Dancing, Biggest Loser, Weight Loss versus Fat Loss, FS II webinar Series-3, CAED Culmination Program, Campus Tour, 2021 ASEAN Month Celebration, CHED Regional Padyak-Fun Ride |
| <b>PI 4:</b> Number of seminars/trainings/ conventions/workshops coordinated outside of the university *                       |                        |      |         |  |   |   |   |   |  |
| <b>PI 5:</b> Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated * | Director & IHK Faculty | 100% | 94.74%% |  | 4 | 4 | 4 | 4 |  |

|              |  |  |                        |   |      |  |   |   |   |   |  |
|--------------|--|--|------------------------|---|------|--|---|---|---|---|--|
|              | PI6 : Number of in-house seminars/trainings/workshops/reviews conducted *  |  | Director & IHK Faculty | 0 | 6.00 |  | 5 | 5 | 5 | 5 | Orientation, CAEd Webinar Series, LEPT Review, Biggest Loser-Webinar Series, FS II Webinar Series-3, FS I Webinar Series |
|              | PI 7 : Additional outputs *  |  |                        |   |      |  |   |   |   |   |  |
|              | Number of faculty/staff awards/honors received related to operations support   |  | Director               | 0 | 1.00 |  | 5 | 5 | 5 | 5 | NOSTE 3rd Best Presenter   |
|              | <b>OVPI MFO 4. Program and Institutional Accreditation Services</b>  |  |                        |   |      |  |   |   |   |   |  |
|              | 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* |  | Director & IHK Faculty |   | 100% |  | 5 | 5 | 5 | 5 | ISO Compliant  |
| <b>MFO 6</b> | <b>General Admin. &amp; Support Services (GASS)</b>  |  |                        |   |      |  |   |   |   |   |  |
|              | PI 1. Submission of College/Department PPMP for the following year within deadline as prescribed by BAC*   |  | Director & IHK Faculty |   | 100% |  | 5 | 5 | 5 | 5 | Accomplished   |
|              | PI 2. Zero percent complaint from clients served   |  | Director & IHK Faculty |   | 100% |  | 5 | 5 | 5 | 5 | Accomplished   |
|              | PI 3. Number of coaching sessions among faculty & staff**  |  | Director & IHK Faculty | 0 | 2    |  | 5 | 5 | 5 | 5 | Group Coaching Session, Individual Coaching  |
|              | PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**   |  | Director & IHK Faculty | 0 | 2    |  | 5 | 5 | 5 | 5 | Target Setting and Consolidation of Accomplishments  |



|                       |  |  |                        |   |      |  |             |     |     |       |  |
|-----------------------|--|--|------------------------|---|------|--|-------------|-----|-----|-------|--|
|                       | PI 5: Number of monthly/special faculty & staff meetings conducted** |  | Director & IHK Faculty | 0 | 7    |  | 5           | 5   | 5   | 5     | Faculty Meetings   |
|                       | PI 3: Additional Outputs   |  | Director & IHK Faculty | 0 | 4.00 |  | 5           | 5   | 5   | 5     | Approved Activity Proposal on Physical Fitness Program, The Biggest Loser 2.0 Activity Porposal, VSU Varsity Program, Padyak Fun-ride Proposal |
|                       |  |  |                        |   |      |  |             |     |     |       |  |
|                       |  |  |                        |   |      |  |             |     |     |       |  |
|                       |  |  |                        |   |      |  |             |     |     |       |  |
|                       |  |  |                        |   |      |  |             |     |     |       |  |
|                       |  |  |                        |   |      |  |             |     |     |       |  |
|                       |  |  |                        |   |      |  | 194         | 194 | 193 | 193.6 |  |
| Total Over-all Rating |  |  |                        |   |      |  | 183.60      |     |     |       |  |
| Average Rating        |  |  |                        |   |      |  | 4.96        |     |     |       |  |
| Adjectival Rating     |  |  |                        |   |      |  | Outstanding |     |     |       |  |

Received by:



DILBERTO O. FERRAREN, PhD

Planning Office

Date: 10 Feb 2022

Calibrated by:



DANIEL LESLIE S. TAN

Chairman, PMT

Date: 1/21/22

Recommending Approval:



BEATRIZ S. BELONIAS

Vice Pres. For Academic Affairs

Date: 1/24/22

Approved:



EDGARDO E. TULIN

President

Date: 2/10/22