

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: MARK C. RATILLA

January-June 2018

Program Involvement (1)	Percentage Weight of Involve- ment (2)	Numerical Rating (Rating x%) (3)		Equivalent Numerical Rating (2 X 3)
1. Instruction				
a. Head/Dean (50%)		4.93x50%	2.47	
b. Students (50%)		4.00x50%	2.00	
Total for Instruction	70%		4.47	3.13
2. Research	20%		5.00	1.00
a. Client/Dir. For Research (50%)				
b. Dept. Head/Center Director (50%)				
3. Extension				
a. Client/Dir for Extension (50%)				
b. Dept. Head/Center Director (50%)				
Total for Extension	5%		5.00	0.25
4. Administration	5%		4.89	0.24
5. Production				
TOTAL	100%			4.62

EQUIVALENT NUMERICAL RATING: 4.62

Add: Additional Points, If any: 0

TOTAL NUMERICAL RATING: 4.62


ADJECTIVAL RATING:

Outstanding

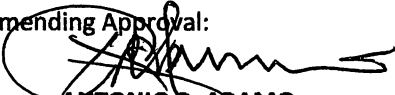
Prepared by:

  
MARK C. RATILLA  
Name of Faculty


Reviewed by:

  
ANTONIO P. ABAMO  
Head, DBM

Recommending Approval:

  
ANTONIO P. ABAMO  
Dean/Director

Approved:

  
BEATRIZ S. BEZONIAS  
Vice President

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE POSITIONS**

Name of Faculty Member: MARK C. RATHIA

**January-June 2013**

Position (1)	Percentage of Faculty (2)	Percentage of Faculty (3)	Percentage of Faculty (4)
1. Instruction	100%	100%	100%
2. Research	100%	100%	100%
3. Service	100%	100%	100%
4. Administration	100%	100%	100%
5. Extension	100%	100%	100%
6. Other	100%	100%	100%
7. Total	100%	100%	100%

ADJECTIVE RATING:

ADJECTIVE RATING:

Reviewed by:

Reviewed by:

Mark C. Rathia  
Head, DPM

Mark C. Rathia  
Head of Faculty

Recommendation Approved:

Mark C. Rathia

Dean/Director

Approved:

Mark C. Rathia

Head of Faculty

### INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **MARK C. RATILLA**, Instructor of the Department of Business and Management commits to deliver and agree to be rated on the attainment of the following targets in accordance

with the indicated measures for the period January 2018 to June 2018

MARK C. RATILLA  
Ratee

Approved

**ANTONIO P. ABAMO**  
Head, DBM

[illegible]



	In Ref Natl Journals									
	In Institutional Journals									
	International									
	Number of papers published in other									
	peer-reviewed publications									
	(proceedings, monographs, etc.)									
	Number of Outputs Presented in									
	Regional/National/International Fora /Conferences:									
	In International									
	In National									
	In Regional									
	In Local									
	Percentage of Research Projects Conducted									
	and Completed on Schedule									
	Number of scientific fora coordinated/facilitated									
	Number of linkages forged:									
	International									
	National									
	Regional									
Extn Services	Number of person-days trained	Trainor	5	200%	10	5	5	5	5.00	
	Number of trainings conducted	RP	2	150%	3	5	5	5	5.00	
	Number of beneficiaries served:									
	Groups/ Institutions									
	Individuals									
	Awards recv (inter, natl, local):									
	Individual									
	Unit (Center, College, Department)									
	Technical/ Expert services									
	Consultancy	Consultant								
	Commodity teams									
	RDE reviewer/ panelist									
	Resource person	person								
Seminars/symposium/ conference attended	International									
	National									
	Local/Regional	Participant								
Admin Support Services	Number of department mtgs attended		5	140%	7	5	4	5	4.67	
	Membership in University committees	Member								



	Membership in College committees	Member	1	100%	1	5	5	5	5.00	
	Membership in the Department committees	Member	6	100%	6	5	5	5	5.00	
Department Head	Number of department meetings presided									
	Number of execom meetings attended									
	Number of UAC mtgs attended									
	Membership in university committees									
	Prompt submission of required documents									
	Annual Report									
	Procurement Plan									
	Staff Development Plan									
	Number of Faculty+B216 Mentored									
	Number of department activities supervised									
	Number of faculty members for study leave									
Total Over-all Rating									49.33	

Average Rating (Total overall rating divided by 4)		4.93
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.93
ADJECTIVIAL RATING		0

Evaluated & Rated by:

ANTONIO P. ABAMO

Dept/Unit Head

Recommending Approval:

ANTONIO P. ABAMO

Dean

Comments &

for Developemnt Purpose:

*Very active researcher! must  
prepare for getting a Ph.D.*

Approved by:

BEATRIZ S. BELONIAS

Vice President

Date: \_\_\_\_\_

1 - Quality 2 - Efficiency 3 - Timeliness 4- Average

Date: \_\_\_\_\_

Date: \_\_\_\_\_





# PERFORMANCE MONITORING & COACHING JOURNAL

	1st	Q U A R T E R
	2 <sup>nd</sup>	
	3 <sup>rd</sup>	
	4th	

Name of Office: Dept. of Business and Management

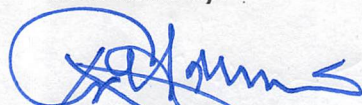
Head of Office: Antonio P. Abamo

Number of Personnel: MARK C. RATILLA

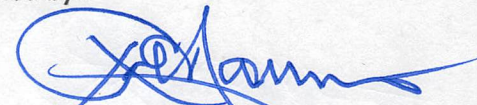
Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Checking with him on some on some publication and research concerns	Follow up during meeting		Communicating thru the chat group of the Office.	Very effective
Coaching	Partnership in publication writing			Request him as research coordinator of the Department	Although he is very busy but still efficient

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

  
ANTONIO P. ABAMO  
 Immediate Supervisor

Noted by:

  
ANTONIO P. ABAMO  
 Dean, CME



# PERFORMANCE MONITORING & COACHING JOURNAL

1st	
2nd	
3rd	
4th	

Name of Officer: Det. of Business and Management

Name of Officer: Antonio P. Alvarez

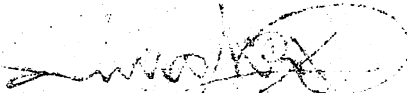
Number of Personnel: 10


Activity	INTERVIEW			Remarks
	One-on-One	Group	Issues	
Monitoring	Observing with him on some of some additional research concerns	Follow up during meeting		Communications very effective
Coaching	Partnership in publication writing			Request him to research coordinator of the Department. Although he is very busy but still efficient.

Note: Please indicate the date in this appropriate box when the monitoring was conducted.

Noted by:

Conducted by:

  
ANTONIO P. ALVAREZ  
Det. CME

  
ANTONIO P. ALVAREZ  
Immediate Supervisor

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Mark C. Ratilla  
Performance Rating: January – June 2018

**Aim:** To acquire further knowledge, skills and capabilities in cross-cultural marketing research

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: February 1, 2018

Target Date: June, 2018

**First Step:**

Attend international research conference related to cross-cultural marketing research

**Result:**

Attended and presented a paper on the "2018 Asian Conference on Cultural Studies" acquired new areas of research in the field of cross-cultural marketing.

Date:

Target Date:

**Next Step:**

Shared knowledge to students what have been learned the international conference attended.

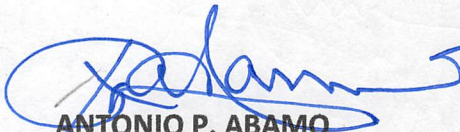
**Outcome:**

Applied newly acquired knowledge through effectively advising students in crafting marketing research proposals.

**Final Step/Recommendation:**

To continue attending/presenting in international conferences related to marketing. And, publish research papers.

Prepared by:

  
**ANTONIO P. ABAMO**

Unit Head

cc: ODA-HRD

EMPLOYEE DEVELOPMENT PLAN

Name of Employee:  
Performance Rating:

Mark C. Feltis  
January - June 2018

Aim: To acquire further knowledge, skills and capabilities in cross-cultural marketing research

Proposed interventions to improve Performance and Qualification to assume higher responsibilities:

Date: February 1, 2018 Target Date: June 2018

First Step: Attend international research conference related to cross-cultural marketing research


Result: Attended and presented a paper at the 2018 Asian Conference on Cross-Cultural Marketing, acquired new areas of research in the field of cross-cultural marketing

Date: Target Date:

Second Step: Researcher to identify what have been learned in the international conference attended

Outcome: Applied newly acquired knowledge through effectively advising students in writing research proposals

Final Step/Recommendation: To continue attending/presenting at international conferences related to marketing and publish research papers

  
Mark C. Feltis  
Unit Head

cc: ODA-HRD