

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **MYRNA M. AVILA**

Performance Rating: SATISFACTORY

Aim: Publish one article in a refereed journal

Proposed Interventions to Improve Performance:

Date: July 1, 2017 Target Date: August 15, 2017

First Step:

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Prepare outline for article.

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Result:

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First draft of article submitted.

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Date: September 1, 2017 Target Date: December 31, 2017

Next Step:

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Write article and submit to ATR or other appropriate journal for publication.

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Outcome: Article written.

Final Step/Recommendation:

Submit article to ATR for publication by 1st quarter 2018.

Prepared by:

  
MARIA AURORA T.W. TABADA  
Unit Head

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTION

Name of Faculty Member: DR. MYRNA M. AVILA

Program Involvement -1	Percentage Weight of Involvement -2	Numerical Rating (Rating X%) -3		Equivalent Numerical Rating (2x3)
<b>1. Instruction</b>				
a. Head/Dean (50%)		4.33	2.2	
b. Students (50%)		4.50	2.3	
<b>TOTAL for Instruction</b>	25%	8.83	4.4	<b>1.10</b>
<b>2. Research</b>	15%	1.83	1.33	<b>0.1995</b>
<b>3. Extension</b>	50%		3.92	<b>1.96</b>
<b>4. Administration</b>	10%		4.33	<b>0.433</b>
<b>TOTAL</b>	100%	15.16	14.0	<b>3.70</b>

EQUIVALENT NUMERICAL RATING: **3.7**

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **3.7**

ADJECTIVAL RATING: **SATISFACTORY**

Prepared by:

Reviewed by:

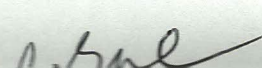
  
MYRNA M. AVILA

Name of Faculty

  
MARIA AURORA T.W. TABADA

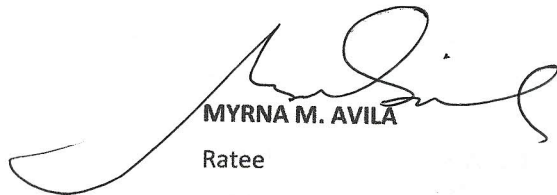
Department Head

Approved:




# INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **MYRNA M. AVILA** of the **Institute for Strategic Research and Development Studies** commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **July - December 2017**.

  
**MYRNA M. AVILA**  
 Ratee

Approved:

  
**MARIA AURORA TW. TABADA**  
 Head of Unit

MFOs/PAPs	Success Indicators	Target	% Accomplishment	Accomplishment	Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	Remarks
Higher & Advanced Education Services	Full Time Equivalent (FTE) Actual Teaching	8	209.38	16.75	5.00	5.00	5.00	5.00	1 Socio 11 section & 1 Senior High class
	Number of instructional materials developed/revised in Socio 11	1	300.00	3	4.00	4.00	4.00	4.00	Revised within the past 6 months Titles 1) Economic System & Social Behavior Political Institutions: Governance & Corruption, Citizen's Participation & Vigilance 3) Sociology of Risk 4) Globalization
	Number of instructional materials developed/revised in Practical Research	2	500.00	10	4.00	4.00	4.00	4.00	5 Power Point Presentations with 5 corresponding se Handouts: Chapter 1: Review on Basic Concepts in Social Research Chapter 2: Data Collection in Qualitative Research Chapter 3: Sampling in Qualitative Research Chapter Data Analysis , Interpretation of Data Chapter 5: Presentation and Dissemination of Qualitative Research Findings




	No. of set of handouts prepared in Practical Research 1 (SH)	1	500.00	5	4.00	4.00	4.00	4.00	1) Basic Concepts in Social Research 2) Data Collection Sampling in Qualitative Research Data Analysis & Interpretation of Data Presentation and Dissemination of Qualitative Research Findings
	No. of set of handouts prepared in UCSP 112- for Grade 12 SHS	1	400.00	4	4.00	4.00	4.00	4.00	Handout Title: 1) Lesson 5: Social Structure, Formal Organization, Bureaucracy 2) Lesson 6: Social Institutions: Family & Kinship, Education; Economy; Religion; Politics; Religion, Health in Society 3) Lesson 7: Social Stratification
	No. of student consultations made	15	606.67	91	5.00	5.00	5.00	5.00	Consultation made by students regarding their individual term paper/research paper in Socio Practical Research 1 (Grade 11-SHS)
Average					4.33	4.33	4.33	4.33	
Research Services	No. of research projects implemented and completed on time	1	0.00	0	0.00	0.00	0.00	0.00	
	No. of articles submitted & approved for publication	1	200.00	2	3.00	4.00	4.00	3.67	Titles: 2 articles in two different book publications 1) VOICES: Witnessing Communities in Action <i>the Eyes of a Process Documentor</i> APN Publication ISRDS Post-Haiyan Training Initiatives to Rehabilitate Livelihood Systems Affected Communities
Average					1.50	2.00	2.00	1.83	
Extension Services	Number of extension projects implemented and completed on time	1	100.00	1	3.00	4.00	4.00	3.67	Title: Harnessing and Strengthening of LGUs and Society Organizations for Livelihood and Food Security



ved by:

Calibrated by:

  
**REMBERTO A. PATINDOL**  
Chairman, PMT

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

Recommending Approval:

  
**BEATRIZ S. BELONIAS**  
VP for Instruction

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

Approved by:

  
**EDGARDO E. TULIN**  
President

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