

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

Name of Faculty Member: MARK C. RATILLA

July-December 2019

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%)		4.93	50%	2.47	
b. Students (50%)		4.33	50%	2.17	
Total for Instruction	80%			4.63	3.71
2. Research					
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	10%			5.00	0.50
4. Administration	10%			4.92	0.49
5. Production					
TOTAL	100%				4.70

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

ADJECTIVAL RATING:

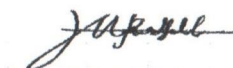
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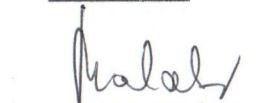
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Outstanding

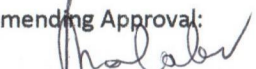
Prepared by:

  
**MARK C. RATILLA**  
Name of Faculty

Reviewed by:

  
**ANALITA A. S ALABAO**  
Head, DBM

Recommending Approval:


  
**ANALITA A. S ALABAO**  
Dean/Director

Approved:

  
**BEATRIZ S. BELONIAS**  
Vice President

## INDIVIDUAL PERFORMANCE COMMITMENT AND 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 July 2019 - Dec. 2019

  
MARK C. RATILLA

Ratee

Approved:

**ANALITA A. SALABAO**  
Head, DBM

[illegible]





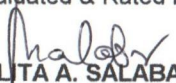
	Number of papers published in other									
	peer-reviewed publications									
	(proceedings, monographs, etc.)									
	Number of Outputs Presented in									
	Regional/National/International Fora /Conferences:									
	In International									
	In National									
	In Regional									
	In Local									
	Percentage of Research Projects Conducted									
	and Completed on Schedule									
	Number of scientific <i>fora</i> coordinated/facilitated									
	Number of linkages forged:									
	International									
	National									
	Regional									
Extn Services	Number of person-days trained	Trainor								
	Number of trainings conducted	RP	1	100%	1	5	5	5	5.00	
	Number of beneficiaries served:									
	Groups/ Institutions	RP								
	Individuals	RP								
	Awards recv (inter, natl, local):									
	Individual									
	Unit (Center, College, Department)									
	Technical/ Expert services									
	Consultancy	Consultant								
	Commodity teams									
	RDE reviewer/ panelist									
	Resource person	Resource person								
Seminars/symposium/										
conference attended	International									
	National									
	Local/Regional	Participant			4	5	5	5	5.00	



<b>Admin Support</b>											
<b>Services</b>	Number of department meetings attended		4	125%	5	5	5	5	5	5.00	
	Membership in University committees	Member	1	100%	1	5	4	5	5	4.67	
	Membership in College committees	Member	1	100%	1	5	5	5	5	5.00	
	Membership in the Department committees	Member	3	133%	4	5	5	5	5	5.00	
<b>Department Head</b>	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 Mentored										
	Number of department activities supervised										
	Number of faculty members for study leave										
<b>Total Over-all Rating</b>											
										54.33	

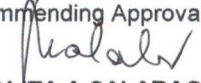
Average Rating (Total overall rating divided by 4)		4.94
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.94
ADJECTIVAL RATING		

Comments & Recommendations for Development Purpose: <b>Very active researcher!</b> <b>Must prepare for getting a Ph.D.</b>
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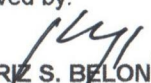
Evaluated & Rated by:  
  
**ANALITA A. SALABAO**  
 Dept/Unit Head

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

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

Recommending Approval:  
  
**ANALITA A. SALABAO**  
 Dean

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

Approved by:  
  
**BEATRIZ S. BELONIAS**  
 Vice President

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

<b>Admin Support</b>										
<b>Services</b>	Number of department meetings attended		4	125%	5	5	5	5	5.00	
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ADJECTIVAL RATING		

Comments & Recommendations  
for Development Purpose:  
**Very active researcher!**  
**Must prepare for getting a Ph.D.**

Evaluated & Rated by:

  
ANALITA A. SALABAO

Dept/Unit Head

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

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

Recommending Approval:

  
ANALITA A. SALABAO

Dean

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

Approved by:

  
BEATRIZ S. BELONIAS

Vice President

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



PERFORMANCE MONITORING & COACHING JOURNAL

	1st	Q U A R T E R
	2nd	
	3rd	
	4th	

Name of Office: Dept. of Business and Management

Head of Office: Analita A. Salabao

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	Sharing information and advice on possible journals where articles for publication may be submitted		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:

  
**ANALITA A.SALABAO**  
Immediate Supervisor

Noted by:

  
**ANALITA A.SALABAO**  
Dean, CME

**EMPLOYEE DEVELOPMENT PLAN**

Name of Employee: Mark C. Ratilla  
Performance Rating: January-June 2019

**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: January 2019

Target Date: June 2019

**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.

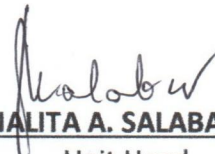
**Outcome:**

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

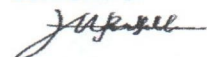
**Final Step/Recommendation:**

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

Prepared by:

  
**ANALITA A. SALABAO**  
Unit Head

Conforme:



**MARK C. RATILLA**

Ratee