

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: DORYN JAN L. AVILA

July - December 2018

Program Involvement (1)	Percent age Weight of Involve-	Numerical Rating (Rating x%) (3)		Equival- ent Numeric al Rating (2 X 3)
1. Instruction				
a. Head/Dean (50%)		4.83x50%	2.42	
b. Students (50%)		4.33x50%	2.17	
Total for Instruction	75%		4.58	3.44
2. Research	10%		5.00	0.50
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%		4.83	0.48
4. Administration	5%		4.80	0.24
5. Production				
TOTAL	100%			4.66

EQUIVALENT NUMERICAL RATING:

4.66

Add: Additional Points, if any:

0

TOTAL NUMERICAL RATING:

4.66

ADJECTIVAL RATING:

Outstanding

Prepared by:

Reviewed by:

DORYN JAN L. AVILA  
Name of Faculty

ANTONIO P. ABAMO  
Head, DBM

Recommending Approval:

ANTONIO P. ABAMO  
Dean/Director

Approved:

BEATRIZ S. BELONIAS  
Vice President



## INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **DORYN JAN L. AVILA**, 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 2018 to December 2018.

~~DORYN JAN L. AVILA~~

Ratee

Approved:

**ANTONIO P. ABAMO**

Head, DBM

[illegible]

1. The following information was obtained from the records of the Department of the Interior, Bureau of Land Management, regarding the land owned by the United States in the State of California:

2. The following information was obtained from the records of the Department of the Interior, Bureau of Land Management, regarding the land owned by the United States in the State of California:

Section	Township	Range	County	State	Acres
1	10 N	10 E	San Diego	CA	360.00
2	10 N	10 E	San Diego	CA	360.00
3	10 N	10 E	San Diego	CA	360.00
4	10 N	10 E	San Diego	CA	360.00
5	10 N	10 E	San Diego	CA	360.00
6	10 N	10 E	San Diego	CA	360.00
7	10 N	10 E	San Diego	CA	360.00
8	10 N	10 E	San Diego	CA	360.00
9	10 N	10 E	San Diego	CA	360.00
10	10 N	10 E	San Diego	CA	360.00
11	10 N	10 E	San Diego	CA	360.00
12	10 N	10 E	San Diego	CA	360.00
13	10 N	10 E	San Diego	CA	360.00
14	10 N	10 E	San Diego	CA	360.00
15	10 N	10 E	San Diego	CA	360.00
16	10 N	10 E	San Diego	CA	360.00
17	10 N	10 E	San Diego	CA	360.00
18	10 N	10 E	San Diego	CA	360.00
19	10 N	10 E	San Diego	CA	360.00
20	10 N	10 E	San Diego	CA	360.00
21	10 N	10 E	San Diego	CA	360.00
22	10 N	10 E	San Diego	CA	360.00
23	10 N	10 E	San Diego	CA	360.00
24	10 N	10 E	San Diego	CA	360.00
25	10 N	10 E	San Diego	CA	360.00
26	10 N	10 E	San Diego	CA	360.00
27	10 N	10 E	San Diego	CA	360.00
28	10 N	10 E	San Diego	CA	360.00
29	10 N	10 E	San Diego	CA	360.00
30	10 N	10 E	San Diego	CA	360.00
31	10 N	10 E	San Diego	CA	360.00
32	10 N	10 E	San Diego	CA	360.00
33	10 N	10 E	San Diego	CA	360.00
34	10 N	10 E	San Diego	CA	360.00
35	10 N	10 E	San Diego	CA	360.00
36	10 N	10 E	San Diego	CA	360.00
37	10 N	10 E	San Diego	CA	360.00
38	10 N	10 E	San Diego	CA	360.00
39	10 N	10 E	San Diego	CA	360.00
40	10 N	10 E	San Diego	CA	360.00
41	10 N	10 E	San Diego	CA	360.00
42	10 N	10 E	San Diego	CA	360.00
43	10 N	10 E	San Diego	CA	360.00
44	10 N	10 E	San Diego	CA	360.00
45	10 N	10 E	San Diego	CA	360.00
46	10 N	10 E	San Diego	CA	360.00
47	10 N	10 E	San Diego	CA	360.00
48	10 N	10 E	San Diego	CA	360.00
49	10 N	10 E	San Diego	CA	360.00
50	10 N	10 E	San Diego	CA	360.00
51	10 N	10 E	San Diego	CA	360.00
52	10 N	10 E	San Diego	CA	360.00
53	10 N	10 E	San Diego	CA	360.00
54	10 N	10 E	San Diego	CA	360.00
55	10 N	10 E	San Diego	CA	360.00
56	10 N	10 E	San Diego	CA	360.00
57	10 N	10 E	San Diego	CA	360.00
58	10 N	10 E	San Diego	CA	360.00
59	10 N	10 E	San Diego	CA	360.00
60	10 N	10 E	San Diego	CA	360.00
61	10 N	10 E	San Diego	CA	360.00
62	10 N	10 E	San Diego	CA	360.00
63	10 N	10 E	San Diego	CA	360.00
64	10 N	10 E	San Diego	CA	360.00
65	10 N	10 E	San Diego	CA	360.00
66	10 N	10 E	San Diego	CA	360.00
67	10 N	10 E	San Diego	CA	360.00
68	10 N	10 E	San Diego	CA	360.00
69	10 N	10 E	San Diego	CA	360.00
70	10 N	10 E	San Diego	CA	360.00
71	10 N	10 E	San Diego	CA	360.00
72	10 N	10 E	San Diego	CA	360.00
73	10 N	10 E	San Diego	CA	360.00
74	10 N	10 E	San Diego	CA	360.00
75	10 N	10 E	San Diego	CA	360.00
76	10 N	10 E	San Diego	CA	360.00
77	10 N	10 E	San Diego	CA	360.00
78	10 N	10 E	San Diego	CA	360.00
79	10 N	10 E	San Diego	CA	360.00
80	10 N	10 E	San Diego	CA	360.00
81	10 N	10 E	San Diego	CA	360.00
82	10 N	10 E	San Diego	CA	360.00
83	10 N	10 E	San Diego	CA	360.00
84	10 N	10 E	San Diego	CA	360.00
85	10 N	10 E	San Diego	CA	360.00
86	10 N	10 E	San Diego	CA	360.00
87	10 N	10 E	San Diego	CA	360.00
88	10 N	10 E	San Diego	CA	360.00
89	10 N	10 E	San Diego	CA	360.00
90	10 N	10 E	San Diego	CA	360.00
91	10 N	10 E	San Diego	CA	360.00
92	10 N	10 E	San Diego	CA	360.00
93	10 N	10 E	San Diego	CA	360.00
94	10 N	10 E	San Diego	CA	360.00
95	10 N	10 E	San Diego	CA	360.00
96	10 N	10 E	San Diego	CA	360.00
97	10 N	10 E	San Diego	CA	360.00
98	10 N	10 E	San Diego	CA	360.00
99	10 N	10 E	San Diego	CA	360.00
100	10 N	10 E	San Diego	CA	360.00



<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>
<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>
<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>
<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>
<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>
<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>
<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>
<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>
<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>
<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>
<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>
<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>	<p>1000</p>

	In International									
	In National									
	In Regional									
	In Local					5	5	5	5.00	
	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	Trainer	20							
	Number of trainings conducted	Resource person	1			5	5	5	5.00	
	Number of beneficiaries served:					5	5	5	5.00	
	Groups/ Institutions	Resource person	1							
	Individuals	Resource person	10			5	5	4	4.67	
	Awards recv (inter, natl, local):					4	5	5	4.67	
	Individual									
	Unit (Center, College, Department)									
	Technical/ Expert services									
	Consultancy	Consultant								
	Commodity teams					5	5	5	5.00	
	RDE reviewer/ panelist									
	Resource person	Resource person	1		2					
Seminars/symposium/										
conference attended	International				1					
	National	Participant	1		4					
	Local/Regional	Participant	1		2					
						5	4	5	4.67	
Admin Support										
Services	Number of department meeting attended		3		5					
	Membership in University committees	Member	1		1					
	Membership in College committees	Member	1			5	5	5	5.00	
	Membership in the Department committees	Member			2	5	5	4	4.67	

<p>1. Name of the person or entity</p>	<p>2. Address</p>	<p>3. City</p>	<p>4. State</p>	<p>5. Zip</p>	<p>6. Date</p>	<p>7. Time</p>	<p>8. Other</p>
<p>1. Name of the person or entity</p>	<p>2. Address</p>	<p>3. City</p>	<p>4. State</p>	<p>5. Zip</p>	<p>6. Date</p>	<p>7. Time</p>	<p>8. Other</p>
<p>1. Name of the person or entity</p>	<p>2. Address</p>	<p>3. City</p>	<p>4. State</p>	<p>5. Zip</p>	<p>6. Date</p>	<p>7. Time</p>	<p>8. Other</p>
<p>1. Name of the person or entity</p>	<p>2. Address</p>	<p>3. City</p>	<p>4. State</p>	<p>5. Zip</p>	<p>6. Date</p>	<p>7. Time</p>	<p>8. Other</p>
<p>1. Name of the person or entity</p>	<p>2. Address</p>	<p>3. City</p>	<p>4. State</p>	<p>5. Zip</p>	<p>6. Date</p>	<p>7. Time</p>	<p>8. Other</p>
<p>1. Name of the person or entity</p>	<p>2. Address</p>	<p>3. City</p>	<p>4. State</p>	<p>5. Zip</p>	<p>6. Date</p>	<p>7. Time</p>	<p>8. Other</p>
<p>1. Name of the person or entity</p>	<p>2. Address</p>	<p>3. City</p>	<p>4. State</p>	<p>5. Zip</p>	<p>6. Date</p>	<p>7. Time</p>	<p>8. Other</p>
<p>1. Name of the person or entity</p>	<p>2. Address</p>	<p>3. City</p>	<p>4. State</p>	<p>5. Zip</p>	<p>6. Date</p>	<p>7. Time</p>	<p>8. Other</p>
<p>1. Name of the person or entity</p>	<p>2. Address</p>	<p>3. City</p>	<p>4. State</p>	<p>5. Zip</p>	<p>6. Date</p>	<p>7. Time</p>	<p>8. Other</p>
<p>1. Name of the person or entity</p>	<p>2. Address</p>	<p>3. City</p>	<p>4. State</p>	<p>5. Zip</p>	<p>6. Date</p>	<p>7. Time</p>	<p>8. Other</p>
<p>1. Name of the person or entity</p>	<p>2. Address</p>	<p>3. City</p>	<p>4. State</p>	<p>5. Zip</p>	<p>6. Date</p>	<p>7. Time</p>	<p>8. Other</p>
<p>1. Name of the person or entity</p>	<p>2. Address</p>	<p>3. City</p>	<p>4. State</p>	<p>5. Zip</p>	<p>6. Date</p>	<p>7. Time</p>	<p>8. Other</p>

	Department Organization	Member				5	4	5	4.67	
	ROTC Sponsors	Matron				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+B90 Mentored									
	Number of department activities supervised									
	Number of faculty members for study leave									
Total Over-all Rating										

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

Evaluated & Rated by:

ANTONIO P. ABAMO

Dept/Unit Head

Recommending Approval:

ANTONIO P. ABAMO

Dean

Approved by:

BEATRIZ S. BELONIAS

Vice President

Comments & Recommendations  
for Development Purpose:  
*Must involve more research activity.*  
*Must complete thesis ASAP.*

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

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

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

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

1-10-53 7 21 1000 7 11 1000

0.00

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

0.00000000

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

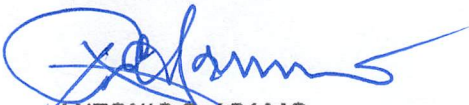
Head of Office: Antonio P. Abamo

Number of Personnel: DORYN JAN L. AVILA

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	About her progress with her MBA degree	Faculty meeting and department committee meeting			Productive discussion
Coaching	Writing a proposal for SP research	How to progress her MBA program better.			Very attentive

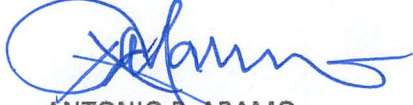
Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:



ANTONIO P. ABAMO  
 Immediate Supervisor

Noted by:



ANTONIO P. ABAMO  
 Dean, CME

1	Jan	
2	Feb	
3	Mar	
4	Apr	
5	May	
6	Jun	

Name of Officer: \_\_\_\_\_

Head of Office: \_\_\_\_\_

Number of Personnel: \_\_\_\_\_

Activity	Monitoring		Remarks	Officer (Initials)	Remarks
	Working	Waiting			
Working	Working with progress with MBA degree	Waiting for progress with MBA degree	Working with progress with MBA degree		
Waiting	Waiting for progress with MBA degree	Waiting for progress with MBA degree	Waiting for progress with MBA degree		

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

Noted by:

Conducted by:

ANTONIO ARABINO  
Deputy Chief

ANTONIO ARABINO  
Investigative Supervisor

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Doryn Jan L. Avila  
Performance Rating: July - December 2018

**Aim:** To develop and enhance knowledge, skills and capabilities in teaching marketing and organization subjects

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

Date: July 1, 2018

Target Date: December 2018

**First Step:**

Attend seminars/training/workshops related to organization and marketing that will be helpful in instruction. Lay out schedule for conduct of training in relation to marketing.

**Result:**

Attended seminars/trainings on marketing and organization, and conducted trainings to chosen beneficiaries on marketing.

Date:

Target Date:

**Next Step:**

Shared knowledge to students what have been learned from trainings and seminars attended.

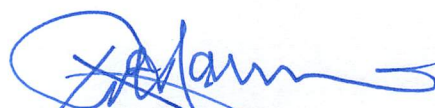
**Outcome:**

Applied learnings in classroom activities and incorporated materials used in the trainings and seminars classroom discussion.

**Final Step/Recommendation:**

To continue attending seminars/workshops/trainings to acquire more knowledge in marketing and organization.

Prepared by:

  
ANTONIO P. ABAMO  
Unit Head

cc: ODA-HRD

Conforme :

  
DORYN JAN L. AVILA

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: <u>Barbara L. Davis</u>	
Performance Rating: <u>July - December 2018</u>	
Area to develop and enhance knowledge, skills and capabilities in teaching marketing and related subjects	
Proposed interventions to improve Performance and Qualification to assume higher responsibilities:	
Date: <u>July 1, 2018</u>	Target Date: <u>December 2018</u>
First Step: <u>Attend seminars/workshops on marketing and management, and conduct training to other teachers on marketing.</u>	
Second Step: <u>Attend seminars/workshops on marketing and management, and conduct training to other teachers on marketing.</u>	
Third Step: <u>Attend seminars/workshops on marketing and management, and conduct training to other teachers on marketing.</u>	
Fourth Step: <u>Attend seminars/workshops on marketing and management, and conduct training to other teachers on marketing.</u>	
Fifth Step: <u>Attend seminars/workshops on marketing and management, and conduct training to other teachers on marketing.</u>	
Sixth Step: <u>Attend seminars/workshops on marketing and management, and conduct training to other teachers on marketing.</u>	
Seventh Step: <u>Attend seminars/workshops on marketing and management, and conduct training to other teachers on marketing.</u>	
Eighth Step: <u>Attend seminars/workshops on marketing and management, and conduct training to other teachers on marketing.</u>	
Ninth Step: <u>Attend seminars/workshops on marketing and management, and conduct training to other teachers on marketing.</u>	
Tenth Step: <u>Attend seminars/workshops on marketing and management, and conduct training to other teachers on marketing.</u>	

Prepared by: [Signature]  
Date: July 1, 2018  
Approved by: [Signature]  
Date: July 1, 2018  
Comments: [Signature]