



VISAYAS
STATE UNIVERSITY



COLLEGE OF ARTS AND SCIENCES
VISAYAS STATE UNIVERSITY

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)(CAS)

I, Ma. Theresa P. Loreto, Dean of the College of Arts and Sciences, commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January - June 2022

mtloredo
MA. THERESA P. LORETO
College Dean

Date: July 18, 2022

BEATRIZ S. BELONIAS
Vice President for Acad. Affairs

Date: _____

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

Personnel	Target	Actual
DoPAC	302	271.00
DBS	155	433.75
Biotech	30	60.50
DepStat	134	62.00
DMath	460	206.00
DPhys	304	146.00
DLABS	1457	1458.00
TOTAL:	2,842.0	2,637.3

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

Note:

* On vacation-sick-leave status. Ratio of Instruction and RDE commitments should be determined based on FTE of 18 units

** On Teacher's Leave status. Minimum FTE required is 18 units

*** Professors and Associate Professors are required to commit RDE outputs (Please Performance Indicators under Research (UMFO 3) and extension (UMFO 4))

MFO No.			Success/Performance Indicator (PI)	Units/Persons Responsible	Consolidated Targets of all acad. departments*	Actual Accomplishments		Rating			Remark (Details of the targetted output indicators with **)	% Weight
						% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness		
MFO 1	ADVANCED EDUCATION SERVICES (20%)											
	OVPI MFO 1. Graduate Degree Program Management Services											
	PI 1.		Percentage of graduate school faculty engaged in research work applied in any of the following:									4%

	a. pursuing advanced research degree program (Ph.D) *	College Dean & Dept. Heads	3	133%	4	5.0	5.0	5.0	5.0	5.0	
	b. actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)	College Dean & Dept. Heads	15	100%	15	5.0	5.0	5.0	5.0	5.0	
	OVPI MFO 2. Graduate Student Management Services										
PI 3:	Number of graduate degree specializations offered and monitored *	Dept. Head & Faculty	4	100%	4	5.0	5.0	5.0	5.0	5.0	2%
PI 4:	Total FTE coordinated, implemented & monitored*	Dept. Head & Faculty	16.0	270%	43	5.0	5.0	5.0	5.0	5.0	2%
PI 8:	Number of graduate students advised *	Faculty	2	422%	8	5.0	5.0	5.0	5.0	5.0	2%
PI 9:	Number of instructional materials developed *	Faculty									
	On-line ready courseware		3	367%	11	5.0	5.0	5.0	5.0	5.0	
	Flexible instructional materials		15	7%	1	4.0	4.0	4.0	4.0	4.0	
	Assessment tools		18	361%	65	5.0	5.0	5.0	5.0	5.0	
	Syllabus		12	117%	14	5.0	5.0	5.0	5.0	5.0	
PI 10:	Number of virtual classrooms created and operationalized		6	333%	20	5.0	5.0	5.0	5.0	5.0	
PI 11:	Additional Outputs										
	Number of PhD dissertation proposals reviewed for appropriateness of the statistical design		1	100%	1	5.0	5.0	5.0	5.0	5.0	
MFO 2 HIGHER EDUCATION SERVICES (50%)											
PI 2:	Percentage of graduates (2 years prior) that are employed *	Dept. Head & Faculty	40.5%	63%	25%	4.0	5.0	4.0	4.0	4.3	2.5%
PI 3:	Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *	Dept. Head & Faculty	90.07%	79%	71%	4.0	5.0	5.0	5.0	4.7	2.5%
PI 4:	Percentage of undergraduate programs with accreditations *	Dept. Head & Faculty	25%	229%	57%	5.0	5.0	5.0	5.0	5.0	2.5%
PI 5:	Total FTE, coordinated, implemented and monitored *	Dept. Head & Faculty	2826	92%	2592	5.0	5.0	5.0	5.0	5.0	20%
PI 7:	Percentage of graduates (2 years prior) who are employed and/ pursuing graduate studies										
PI 8:	Number of students advised: *	Dept. Head & Faculty	150	111%	167	5.0	5.0	5.0	5.0	5.0	1%
	On thesis/ field practice/special problem	Dept. Head & Faculty	89	192%	171	5.0	5.0	5.0	5.0	5.0	
	No. of approved manuscript submitted within prescribed period	Dept. Head & Faculty	42	186%	78	5.0	5.0	5.0	5.0	5.0	1%

20%

		On consultation	All Faculty Members	409	369%	1510	5.0	5.0	5.0	5.0	5.0	0.5%
		On immersion										
	PI 9:	Number of student organizations advised/ assisted										
		Student organizations advised	Dept. Head & Faculty	8	175%	14	5.0	5.0	5.0	5.0	5.0	1.25%
		Student organizations assisted on student related activities	Dept. Head & Faculty	6	133%	8	5.0	5.0	5.0	5.0	5.0	1.25%
	PI 10:	Number of instructional materials developed *	Dept. Head & Faculty									10%
		On-line ready courseware	Dept. Head & Faculty	89	270%	240	5.0	5.0	5.0	5.0	5.0	
		Flexible instructional materials	Dept. Head & Faculty	97	169%	164	5.0	5.0	5.0	5.0	5.0	
		Assessment tools	Dept. Head & Faculty	58	972%	564	5.0	5.0	5.0	5.0	5.0	
	PI 11:	Number of virtual classrooms created and operationalized	Dept. Head & Faculty	111	106%	118	5.0	5.0	5.0	5.0	5.0	
	PI 12:	Additional Outputs	Faculty									
		Department policy for timely submission of IM related documents (i.e., syllabus, TOS, etc.)		1	200%	2	5.0	5.0	5.0	5.0	5.0	
		Number of OBE course syllabi prepared and approved for use		52	67%	35	4.0	5.0	4.0	4.0	4.3	
		No. of TOS prepared and approved		31	116%	36	5.0	5.0	5.0	5.0	5.0	
		Number of completion forms for INC submitted within the prescribed period		15	20%	3	4.0	5.0	5.0	5.0	4.7	
		Number of trainings attended related to instruction		15	133%	20	5.0	5.0	5.0	5.0	5.0	
		Number of syllabus made/revised		15	113%	17	5.0	5.0	5.0	5.0	5.0	
		Scholarship (VSU Financial Assistance) for BSAP students	Dept'l. Head & Faculty	1	100%	1	5.0	5.0	5.0	5.0	5.0	
MFO 3	RESEARCH SERVICES (10%)											
	PI 1:	Number of research outputs in the last three (3) years utilized by the industry or by other	Dept. Head & Faculty	2	50%	1	4.0	5.0	5.0	5.0	4.7	2%
	PI 2:	Number of research outputs completed within the year *	Dept. Head & Faculty	1	700%	7	5.0	5.0	5.0	5.0	5.0	2%
	PI 3:	Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *										
		In referred int'l journals		13	54%	7	4.0	5.0	5.0	5.0	4.7	1.50%
	PI 4:	Number of research outputs presented in regional/national/ int'l fora/conferences *	Dept. Head & Faculty									
		In int'l fora/conferences		1	100%	1	5.0	5.0	5.0	5.0	5.0	1.50%

10%

OVPI MFO 2. Faculty Recruitment/Hiring Services												
	PI 2:	Number of faculty recruited/hired based on needed competencies and aligned with ISO standards *		Head and DFC	26	119%	31	5.0	5.0	5.0	5.0	0.125%
OVPI MFO 3. Faculty Evaluation Services												
	PI 3:	Number of seminars/trainings/conventions/workshops coordinated for entire university *			1	600%	6	5.0	5.0	5.0	5.0	0.25%
	PI 4:	Number of seminars/trainings/conventions/workshops coordinated outside of the university *			1	200%	2	5.0	5.0	5.0	5.0	0.25%
	PI 5:	Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated *		Dept. Head & Faculty	81.25%	122%	99%	5.0	5.0	5.0	5.0	0.75%
	PI 6:	Number of in-house seminars/trainings/workshops/reviews conducted *			6	217%	13	5.0	5.0	5.0	5.0	0.25%
	PI 7:	Additional outputs *										
		Number of faculty/staff awards/honors received										
		Number of seminars/webinars attended			1	700%	7	5.0	5.0	5.0	5.0	0.25%
OVPI MFO 4. Program and Institutional Accreditation Services												
	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*		Dept. Head & Faculty	No NC	100%	100	5.0	5.0	5.0	5.0	2.50%
MFO 6 GENERAL ADMINISTRATIVE AND SUPPORT												
	PI 1.	Submission of College/Department PMP for the following year within deadline as prescribed by BAC*		Dept. Head	7	86%	6	4.0	5.0	5.0	4.7	1%
	PI 2.	Zero percent complaint from clients served		Dept. Head & all faculty & staff	0% complaint	100%	100%	5.0	5.0	5.0	5.0	2%
	PI 3.	Number of coaching sessions among faculty & staff**		Dean and Dept. Heads	15	160%	24	5.0	5.0	5.0	5.0	
	PI 4.	Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**		Dean and Dept. Heads	13	338%	44	5.0	5.0	5.0	5.0	

PI 5.	Number of monthly/special faculty & staff meetings conducted**	Dean and Dept. Heads	47	94%	44	4.0	5.0	5.0	4.7	
PI 6:	Additional Outputs									
	Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies *	Deans & Dept. Heads	1	500%	5	5.0	5.0	5.0	5.0	2%
	Response to NCs and CARS issuances	Deans & Dept. Heads	1	100%	1	5.0	5.0	5.0	5.0	2%
PI 7:	Percentage of CARs received and acted	Deans & Dept. Heads, Ddrc, all faculty and staff	100%	100%	100%	5.0	5.0	5.0	5.0	
	Number of request/recommendation/invitation letters submitted	Deans & Dept. Heads, Ddrc, all faculty and staff	10	500%	50	5.0	5.0	5.0	5.0	
	Number of job request submitted	Deans & Dept. Heads, Ddrc, all faculty and staff	5	140%	7	5.0	5.0	5.0	5.0	
Total Over-all Rating						344.000				
Average Rating						4.845				
Adjectival Rating						OUTSTANDING				

4.9

Received by:

Calibrated by:

Approved:

TONI MARC L. DARGANTES

Planning Office

Date: _____

DANIEL LESLIE S. TAN

Chairman, PMT

Date: _____

EDGARDO E. TULIN

President

Date: _____

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* The College target should be equal to the consolidated target of the departments under the College.

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** To indicate in the remarks column the details of the targetted outputs for easy review and calibration.

*** No percentage weight for ranking purposes since the Office of the Dean is automatically attached to the highest ranking department under him.