



VISAYAS
STATE UNIVERSITY



DEPARTMENT OF
**MECHANICAL
ENGINEERING**

"Exhibit B"

Individual Performance Commitment and Review Form (IPCR)

I, Antonette S. Cruz, of the Department of Mechanical Engineering commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period of January to June 2024.

ANTONETTE S. CRUZ

Ratee

Date: July 8, 2024

Approved:

VIC ANGELO L. IMPAS

Head, DME

Date: July 9, 2024

JANNET C. BENCURE

College Dean

Date: July 11, 2024

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishmen	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
UMFO 2. Higher Education Services									
	OVPI MFO 1. Curriculum Program Management Services								
	PI 1. Percentage of first time licensure exam takers that pass the licensure exams	To monitor and document licesure examination result	60%	92%	5	5	5	5.00	Feb. 2024: 23/25
	PI 2: Percentage of undergraduate curricular program compliant to CMO approved and offered	To prepare required documents that will serve as proof/evidence per CMO requirements	100%	100%	5	5	5	5.00	waiting for CHED on-site visit
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs	To provide support to RQAT compliance for BSME Program	100%	100%	4	5	5	4.67	complied with CHED requirements
	PI 4. Percentage of undergraduate programs with accreditations	To maintain documents related to accreditation	100%	100%	5	4	5	4.67	BSME-AACCUP Level I Accredited
UMFO 5. Support to Operations									
	OVPI MFO 1. Faculty Development Services								
	PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted *	To facilitate and assist the application of Engr. Castil for study leave	1	1	5	5	5	5.00	Assisted Engr. Castil on PhD graduate program


PI 1.1: Number of faculty pursuing advanced research degree programs (MS) facilitated, monitored and assisted	To facilitate and assist the application of Engr. Merafuentes and Engr. Durotan for study leave	2	2	5	5	5	5.00	Assisted Engr. Durotan and Engr. Merafuentes on MS graduate program
PI 1.2: Number of faculty who finished advanced degree program on time								
PI 2: Number of faculty granted with external scholarships	To facilitate and assist the application of Engr. Castil and Engr. Merafuentes for study leave	2	2	4	5	5	4.67	Engr. Castil and Engr. Merafuentes with external scholarships
PI 3: Number of faculty granted with internal fellowship grants								
PI 5: Number of faculty sent for trainings, seminars, conferences	To facilitate and assist faculty recommended for trainings/ seminars/ workshops	4	8	5	5	4	4.67	assisted 8 faculty training recommendations
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*	To abide by the ISO 9001:2015 clauses and the VSU QMS	80%	100%	5	5	5	5.00	no NC and OFI pending
OVPI MFO 6. General Administration and Support Services								
PI 1. Submission of College/Department PPMP for the following year within deadline as prescribed by BAC*	To submit PPMP	1	1	5	5	4	4.67	PPMP charged to General Fund
PI 2. Zero percent complaint from clients served	To assist clients during office hours	100%	100%	5	5	5	5.00	No complaint received
PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**	To assist the department head in the conduct of planning sessions and/or related activity	2	1	5	5	5	5.00	assisted during planning and tracking of targets
PI 5. Number of monthly/special faculty & staff meetings conducted**	To prepare notice, attendance sheets and minutes of meeting	6	5	5	5	5	5.00	assisted during department meetings as secretary
PI 6. ADDITIONAL OUPUTS								

	Number of administrative documents acted	To prepare and facilitate office requests, recommendations, contracts and reports; faculty workload; DTR; cash advance, reimbursement and liquidation; finance related documents such as PR, RIS	200	833	5	5	5	5.00	Communication- 128 Certification- 35 Accomplishment Report- 17 OJT MOA- 7 Grades- 119 Grade Completion- 359 Clearance- 27 OJT- 24 ME Project- 11 Class Roster- 43 Class Permit- 31 IFW- 9 TOS- 23
Total Over-all Rating								68.33	


Average Rating (Total Over-all rating divided by 4)		4.88
Additional Points:		
Approved additional points (with copy of approval)	XX	
FINAL RATING		4.88
ADJECTIVAL RATING	Outstanding	

Comments & Recommendations for Development Purpose: <i>Attend related trainings/seminars for skills development.</i>

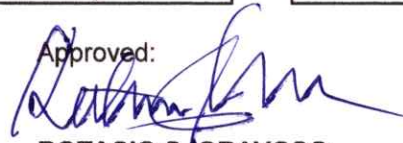
Evaluated & Rated by:


VIC ANGELO L. IMPAS
 Department Head
 Date: July 9, 2024

Recommending Approval:


JANNET C. BENCURE
 College Dean
 Date: July 11, 2024

Approved:


ROTACIO S. GRAVOSO
 Vice President, Academic Affairs
 Date: July 30, 2024

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