VISAYAS
STATE UNIVERSITY

16 December 2020

MEMORANDUM CIRCULAR NO. 114
Series of 2020

T   O: All Concerned

R   E: Conduct of 2020 Year-End Assessment, Cascading / Distribution of 2021 targets, and Planning of 2022 targets for submission to DBM

Year 2020 is about to end and there is a need for the university to assess our performance for the year on the mandatory targets as spelled out in the National Expenditures Program (NEP). There is also a need for us to cascade our 2021 targets to the various delivery units and to plan targets for 2022 to support the 2022 budget proposal of the university.

In view of this, a **Virtual Year-End Performance Assessment** is scheduled on December 21-22, 2020 with the following required reports for presentation:

1. The 2020 accomplishments which should include the delivery unit's accomplishments of the success indicators per Major Final Outputs using the attached template.
2. The 2021 and 2022 targets to be filled up using also the attached template.

Only College Deans, Directors and Chancellors will present the consolidated accomplishments/targets of their units. The rest of the units/offices who are not included in the list to present may start preparing their OPCR targets for 2021 to be presented next year during the calibrations of OPCR targets.

For compliance.

EDGARDO E. TULIN
President

Vision: A globally competitive university for science, technology, and environmental conservation.
Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

PROGRAM OF ACTIVITIES

Year End Performance Assessment
December 21-22, 2020

Day 1 December 21, 2020

Part I

8:00 – 8:30	Registration	
8:30 – 8:45	Opening Program	
	Invocation	
	Opening Remarks and Rationale	**Dr. Edgardo E. Tulin** VSU President
8:45 – 9:00	Presentation of 2020 Targets (Form A) per GAA	**Dr. Dilberto O. Ferraren**
9:00 – 12:00	Presentation of Accomplishments as of December 15, 2020 & What can still be done to attain unaccomplished Targets if any per College per schedule (Note: If possible, presentation be completed in 10 minutes to have 5 minutes for questions/clarifications	**Different College Deans/ Director/Chancellor**
9:00 – 9:15	College of Nursing	
9:15 – 9:30	College of Forestry and Environment Sciences	
9:30 – 9:45	College of Veterinary Medicine	
9:45 – 10:00	College of Management & Economics	
10:00 – 10:15	College of Arts & Sciences	
10:15 – 10:30	College of Education	
10:30 – 10:45	College of Engineering & Technology	
10:45 – 11:00	College of Agriculture & Food Science	
11:00 – 11:15	Tolosa campus	
11:15 – 11:30	Alang-alang campus	
11:30 – 11:45	Villaba campus	
11:45 – 12:00	Isabel campus	
12:00-1:00	**Lunch**	
1:15 – 1:30	Philrootcrops	
1:30 – 1:45	NCRC	
1:45 – 2:00	NARC	
2:00 – 2:15	e-FARMI	
2:15 – 2:30	ODFM (GASS re: Finance related indicators)	
2:30 – 2:45	ODAS/ODHRM (other GASS/STO indicators)	
2:45 – 3:00	Cascading of 2021 Target (Form A) per GAA and the need to project 2022 targets for inclusion in the GAA	**Dr. Dilberto Ferraren**
3:00 – 5:00	Workshop I: Preparation of Targets per Department/per indicator as follows:	**College Dean as facilitator**

    a. 2021 commitments per output/outcome indicators
       per college and division for Admin units
    b. 2022 proposed target per output/outcome indicators
       per college and division for Admin units

Day 2 December 22, 2020

	Presentation of 2021 and 2022 Targets	**Different College Deans/ Directors/Chancellors**
9:00 – 9:15	College of Nursing	
9:15 – 9:30	College of Forestry and Environment Sciences	
9:30 – 9:45	College of Veterinary Medicine	
9:45 – 10:00	College of Management & Economics	
10:00 – 10:15	College of Arts & Sciences	
10:15 – 10:30	College of Education	
10:30 – 10:45	College of Engineering & Technology	
10:45 – 11:00	College of Agriculture & Food Science	
11:00 – 11:15	Tolosa Campus	
11:15 – 11:30	Alang-alang Campus	
11:30 – 11:45	Villaba Campus	
11:45 – 12:00	Isabel Campus	
1:15 – 1:30	PhilRootcrops	
1:30 – 1:45	NCRC	
1:45 – 2:00	NARC	
2:00 – 2:15	e-FARMI	
2:15 – 2:30	ODFM (finance relative GASS indicators)	
2:30 – 2:45	ODAS/ODHRM (other GASS/STO indicators)	
2:45 – 4:00	Consolidation of all targets and final preparation of 2021 and 2022 Form A	