



VISAYAS
STATE UNIVERSITY

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, Nilda T. Amestoso, Head 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 to December 2020.

NILDA T. AMESTOSO

Department Head

Date: 3/26/2021

Department of Business and Management
COLLEGE OF Management & Economics
VISAYAS STATE UNIVERSITY

MOISES NEIL V. SERIÑO

College Dean

Date: 3/26/21



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

Personnel	Number (1)	Min. FTE (2)	Total FTE (1x)		RDE Commitments***		
				Research	Publication	Extension	
Department Head	-	0		0.0	0	0	
Faculty w/ Univ. Designated Position	-	0		0.0	0	0	
Regular Faculty (VSL)*	-	0	280.0	2.0	1	1	
Regular Faculty (TLS)*	-	0	516.5	0.0	0	0	
Part time Faculty	-	0	286.6	0.0	0	0	
Admin Staff Members	-	0					
TOTAL:			1080.35	2.0	1	1	

Rating
Equivalent:
5 -
Outstan
ding
4 - Very
Satisfac
tory

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/Person s Responsible	Departmen t Target	Actual Accomplishments			Rating				Remark (Details of the targetted outputs indicator)	% weight
					Accom- plishme nt	% Accomplis hment	Details of Accomplish ment s	Quality	Efficiency	Timeliness	Average		
MFO 1		ADVANCED EDUCATION SERVICES (20%)											
		OVPI MFO 1. Graduate Degree Program Management Services											
	1	PI 1. Percentage of graduate school faculty engaged in research work applied in any of the pursuing advanced research degree program (Ph.D) *	Dept. Head & Faculty										
		a.		38%	50%	132%		5	5	5			4%

	b.	actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)		38%	100%	263%		5	5	5			
	c.	producing technologies for commercialization or livelihood improvement		0%	0%								
	d.	whose research resulted in an extension program		25%	14%	56%		4	5	5			
OVPI MFO 2. Graduate Student Management Services													
	PI 1:	Percentage of graduate students enrolled in research degree programs *	Dept. Head & Faculty	50%	100%	200%		5	5	5			2%
	PI 2:	Percentage of accredited graduate programs *	Dept. Head & Faculty	1	1	100%		4	5	5			2%
	PI 3:	Number of graduate degree specializations offered and monitored *	Dept. Head & Faculty	2	2.00	100%		4	4	4			2%
	PI 4:	Total FTE coordinated, implemented & monitored*	Dept. Head & Faculty	30	79.75	266%		4	5	5			2%
	PI 5:	Percentage increase in number of graduate students enrolled *	Dept. Head & Faculty	25%	22%	88%		5	5	5			2%
	PI 6:	Percentage increase in number of students who graduated within prescribed period *	Dept. Head & Faculty	20%	25%	125%		4	5	4			2%
	PI 7:	Number of graduate students awarded with honors/distinction *	Dept. Head & Faculty	2									2%
	PI 8:	Number of graduate students advised *	Dept. Head & Faculty	6	13	217%		5	5	5			2%
	PI 9:	Number of instructional materials developed *	Dept. Head & Faculty										
		On-line ready courseware		9	6	67%		4.0	5.0	5.0	4.7		
		Flexible instructional materials/ supplemental learning			54								
		Assessment tools		46	39	85%		5.0	4.0	5.0	4.7		
	PI 10:	Number of virtual classrooms created and operationalized			11								
MFO 2	HIGHER EDUCATION SERVICES (50%)												
	PI 1:	Percentage of first time licensure exam takers that pass the licensure exams *	Dept. Head & Faculty	NA	NA	NA							7.5%
	PI 2:	Percentage of graduates (2 years prior) that are employed *	Dept. Head & Faculty	82%	3%			4	5	5			2.5%
	PI 3:	Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority	Dept. Head & Faculty	10%	91%			5	5	5			2.5%
	PI 4:	Percentage of undergraduate programs with accreditations *	Dept. Head & Faculty	1	1.00	100%		4	5	5			2.5%
	PI 5:	Total FTE, coordinated, implemented and monitored *	Dept. Head & Faculty	300	507	169%		5.0	5.0	5.0	5.0		20%

20%

[illegible]

	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences *	Dept. Head & Faculty												
	<i>In int'l fora/conferences</i>		2	1	50%		5.0	5.0	5.0	5.0				1.50%
	<i>In nat'l/regional fora/conferences</i>		2	2	100%		5.0	5.0	5.0	5.0				0.50%
	PI 5. Percent of research proposals approved *	Dept. Head & Faculty	10%	100%	1000%		5.0	5.0	5.0	5.0				0.5%
	PI 6. Additional outputs*	Dept. Head & Faculty		5.00										
	No. of research-related awards (research conducted by faculty or student w/ faculty)		0	1										1.50%
MFO 4	EXTENSION SERVICES (10%)													
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of	Dept. Head & Faculty	56	14	25%		5.0	5.0	5.0	5.0				2.0%
	PI 2. Number of trainees weighted by the length of training *	Dept. Head & Faculty	231	158	68%		5.0	4.0	4.0	4.33				2%
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs *	Dept. Head & Faculty	4	3	75%		4.0	5.0	5.0	4.67				2%
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance*	Dept. Head & Faculty	75%	99%	132%		5.0	5.0	5.0	5.0				1%
	PI 5. Number of technical/expert services *	Dept. Head & Faculty												1%
	<i>Research Mentoring</i>		5	4	80%		5.0	5.0	5.0	5.0				
	<i>Peer reviewers/Panelists</i>		4	1	25%		5.0	4.0	5.0	4.7				
	<i>Resource Persons</i>		9	24	267%		5.0	5.0	5.0	5.0				
	<i>Convenor/Organizer</i>		1	5	500%		5.0	5.0	5.0	5.0				
	<i>Consultancy</i>		4	6	150%		5.0	5.0	5.0	5.0				
	<i>Evaluator</i>		1											
	PI 8. Percent of extension proposals approved *	Dept. Head & Faculty	1											0.5%
	PI 11. Additional outputs *	Dept. Head & Faculty		47										
	No. of extension-related awards (extrn. conducted by													1.5%
MFO 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 *	Dept. Head & Faculty	4	6.00	150%		4.0	5.0	4.0					0.625%
	OVPI MFO 2. Faculty Recruitment/Hiring Services													
	PI 2: Number of faculty recruited/hired based on needed competencies and aligned with ISO standards *	Dept. Head & Faculty	8	8.00	100%		5.0	5.0	4.0					0.125%
	OVPI MFO 3. Faculty Evaluation Services													
	PI 3: Number of seminars/trainings/ conventions/workshops coordinated for entire university *	Dept. Head & Faculty												0.25%

10%

10%

	PI 4: Number of seminars/trainings/ conventions/workshops coordinated outside of the university *	Dept. Head & Faculty											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	70%	100%	143%		4.0	5.0	5.0				0.75%
	PI 6: Number of in-house seminars/trainings/ workshops/reviews conducted *	Dept. Head & Faculty	3	30.00	1000%		5.0	5.0	5.0				0.25%
	PI 7: Additional outputs *	Dept. Head & Faculty											
	Number of faculty/staff awards/honors received related to												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		Zero non-conformity	Zero non-conformity		5.0	5.0	5.0	5.0	Zero non-c		2.50%
MFO 6	General Admin. & Support Services (GASS)												
	PI 1: Submission of College/Department PPMP for the following year within deadline as prescribed by BAC*	Dept. Head	1	5.00	5.00		5.0	5.0	5.0				1%
	PI 2: Zero percent complaint from clients served	Dept. Head & all faculty & staff		100%			4.0	5.0	5.0				2%
	PI 3: Number of coaching sessions among faculty & staff**	Dept. Head		10.00			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**	Dept. Head		5.00			4.0	5.0	4.0				
	PI 5: Number of monthly/special faculty & staff meetings conducted**	Dept. Head	10	8	80%		5.0	5.0	5.0	5.0			
	PI 3: Additional Outputs	Dept. Head & all faculty & staff											
	Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies *												2%
Admin Support													
Services													
	Membership in University committees	Member	1	3	300.00%		5.0	5.0	5.0	5.0			
	Membership in College committees	Member	1	1	100.00%		5.0	5.0	4.0	4.7			
	Membership in the Department committees	Member	5	6	120.00%		5.0	5.0	4.0	4.7			
Dept. Head	Number of department meetings presided		10	8	80.00%		5.0	5.0	4.0	4.7			
	Number of execom meetings attended		6	6	100.00%		5.0	5.0	4.0	4.7			
	Number of UAC mtgs attended		1	1	100.00%		5.0	5.0	4.0	4.7			
	Prompt submission of required documents												

5%

5%
50%

Annual Report			1	3	100.00%		4.0	5.0	5.0			
Procurement Plan			1	5	500.00%		5.0	5.0	5.0	5.0		
Staff Development Plan			1									
OPCR/ IPCR			10	17	170.00%		5.0	5.0	5.0	5.0		
Number of Faculty Mentored			6	15	250.00%		5.0	5.0	5.0	5.0		
Number of admin staff supervised			3	3	100.00%		4.0	4.0	4.0			
Number of department activities supervised			3	6	200.00%		5.0	5.0	5.0	5.0		
Number of faculty members for study leave			2	2	100.00%		5.0	5.0	4.0	4.7		
Number of supervisory plans prepared and submitted			2	2	100.00%		5.0	5.0	4.0	4.7		
Number of coaching and mentoring reports			5	15	300.00%		5.0	5.0	5.0	5.0		
Number of class observation conducted			5	16	320.00%		5.0	5.0	5.0	5.0		
Total Over-all Rating											210	
Average Rating					60.00%						4.53	
Adjectival Rating												

Received by:

DANIELE LESLIE S. TAN

Head, OVPRGAS

Date: APR 07 2021

Calibrated by:

REMBERTO A. PATINDOL

Chairman, PMT

Date: 4/4/21

Recommending Approval:

BEATRIZ S. BELONIAS

Vice Pres. for Academic Affairs

Date: 3/2/21

EDGARDO E. TULIN

President

Date: _____

*

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

**

No percentage weight for ranking purposes since these are activities only expected to be performed at the department level