VISAYAS STATE UNIVERSITY

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, **ULYSSES A. CAGASAN**, Head of the Department of Agronomy, 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 - December 2020.

ULYSSES A. CAGASAN
Department Head
Date:Dec. 18, 2020

VICTOR B. ASIO
College Dean
Date: De. 22, 2020

INFORMATION ON PERSONNEL FULL-TIME TEACHING EQUIVALENT (FTE):　　Total FTE (1x2,　　RDE Commitments***

Personnel	Num	Min. FTE (2)		Research	Publication	Extension
Department Head	1	15	15.0	1.0	3	0
Faculty w/ Univ. Designated Position	-	0	0.0	0.0	0	0
Regular Faculty (VSL)*	7	24	168.0	2.0	3	1
Regular Faculty (TLS)*	1	24	24.0	0.0	0	0
Part time Faculty	1	15	15.0	0.0	0	0
Admin Staff Members	3	0				
TOTAL			222	3.0	6	1

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

Note:
* On vacation-sick-leave status. Ratio of Instruction and RDE commitmtents should 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	Department Target	Actual		Rating				Remark (Details of the targetted outputs indicators with *)	% weight
						% Accomplishment	Details of Accomplishments	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 following:	Dept. Head & Faculty									4%
	a.	pursuing advanced research degree program (Ph.D) *	Dept. Head & Faculty	20%	20%	D degree Pr	5	5	5	5.0		
	b.	actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)	Dept. Head & Faculty	40%	40%	ducted by th	5	5	5	5.0		
	c.	producing technologies for commercialization or livelihood improvement	Dept. Head & Faculty	12%	12%	duction & rat	5	5	5	5.0		
	d.	whose research resulted in an extension program	Dept. Head & Faculty	12%	12%	duction & rat	5	5	5	5.0		

OVPI MFO 2. Graduate Student Management Services

PI 1: Percentage of graduate students enrolled in research degree programs *	Dept. Head & Faculty	100%	100%	all MS stude	5	5	5	5.0	all MS students will conduct researc	2%
PI 2: Percentage of accredited graduate programs *	Dept. Head & Faculty	100%	100%	all the gradu	5	5	5	5.0	all the graduate degree programs we	2%
PI 3: Number of graduate degree specializations offered and monitored *	Dept. Head & Faculty	2	2	rses offering	5	5	5	5.0	There are 2 graduate degree progrm	2%
PI 4: Total FTE coordinated, implemented & monitored*	Dept. Head & Faculty	15	15	There are 4	5	5	5	5.0	There are 4 graduate courses offere	2%
PI 5: Percentage increase in number of graduate students enrolled *	Dept. Head & Faculty	0%	10%	Increase in r	5	5	5	5.0	Increase in number of graduate stud	2%
PI 6: Percentage increase in number of students who graduated within prescribed period *	Dept. Head & Faculty	70%	70%	Most of the	5	5	5	5.0	Most of the graduate students had s	2%
PI 7: Number of graduate students awarded with honors/distinction *	Dept. Head & Faculty									2%
PI 8: Number of graduate students advised *	Dept. Head & Faculty	8	8	Mostly DOS	5	5	5	5.0	Mostly DOST &CHED scholars and	2%
PI 9: Number of instructional materials developed *	Dept. Head & Faculty	10	12	All regular, p	5	5	5	5.0	All regular, partime faculty and GTA are requ

	On-line ready courseware		8	8	All regular, p	5	5	5	5.0	All regular, partime faculty and GTA are requ	
	Flexible instructional materials		5	5	All regular, p	5	5	5	5.0	All regular, partime faculty and GTA are requ	
	Assessment tools		10	10		5	5	5	5.0		
	PI 10: Number of virtual classrooms created and operationalized		8	8		5	5	5	5.0		
MFO 2	HIGHER EDUCATION SERVICES (50%)										
	PI 1. Percentage of first time licensure exam takers that pass the licensure exams *	Dept. Head & Faculty	62%	0%	No LEA exa	3	3	3	3.0	No LEA exam because of COVID pa	7.5%
	PI 2. Percentage of graduates (2 years prior) that are employed *	Dept. Head & Faculty	82%	65%	ecause of Cí	3	3	3	3.0	nplyability because of COVID 19 Pa	2.5%
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *	Dept. Head & Faculty	100%	100%	All of the off	5	5	5	5.0	All of the offering undergraduate pro	2.5%
	PI 4. Percentage of undergraduate programs with accreditations *	Dept. Head & Faculty	100%	100%	All undergra	5	5	5	5.0	All undergrad programs offered by tl	2.5%
	PI 5: Total FTE, coordinated, implemented and monitored *	Dept. Head & Faculty	180	190	We have mc	5	5	5	5.0	We have more courses offering und	20%
	PI 8: Number of students advised: *	Dept. Head & Faculty									
	On thesis/ field practice/special problem		50	60	We have a	5	5	5	5.0	We have a lot of majors in Agronom	1%
	No. of approved manuscript submitted within prescribed period		20	32	We produce	5	5	5	5.0	We produced 10 MS graduates and	1%
	On consultation		5	10	We have MA	5	5	5	5.0	We have MAgDev for online/extram	0.5%
	PI 9: Number of student organizations advised/ assisted *	Dept. Head & Faculty	1	2	We have Stu	5	5	5	5.0	We have Student's Association of Agronomy Majors (AMA) in the department	
	Student organizations advised		1	1	We have Stu	5	5	5	5.0	We have Student's Association of A	1.25%

	Student organizations assisted on student related activities		1	1	We have Stu	5	5	5	5.0	We have Student's Association of A	1.25%
	PI 10: Number of instructional materials developed *	Dept. Head & Faculty	12	12	Pls see atta	5	5	5	5.0	Pls see attached file for the name of	10%
	On-line ready courseware	Dept. Head & Faculty	8	12	Pls see atta	5	5	5	5.0	Pls see attached file for the name of faculty a
	Flexible instructional materials	Dept. Head & Faculty	10	12	Pls see atta	5	5	5	5.0	Pls see attached file for the name of faculty a
	Assessment tools	Dept. Head & Faculty	60	150	A lot of asse	5	5	5	5.0	A lot of assessment tools developed per cou
	PI 10: Number of virtual classrooms created and operationalized	Dept. Head & Faculty	8	12		5	5	5	5.0	
	PI 11: Additional Outputs	Dept. Head & Faculty	none	none	none					NA
MFO 3	**RESEARCH SERVICES (10%)**									
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	Dept. Head & Faculty	1	1		4	4	4	4.0	Low cost rice production technology , using botanical	2%
	PI 2. Number of research outputs completed within the year *	Dept. Head & Faculty	1	1		4	4	4	4.0	Low cost rice production technology , using botanical	2%
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	Dept. Head & Faculty	50%	70%	Please see attached file	5	5	5	5.0	Please see attached file	20%
	In refereed int'l journals		30%	50%	Please see attached	5	5	5	5.0	Please see attached file	1.50%
	In refereed nat'l/regional journals		30%	50%	Please see attached	5	5	5	5.0	Please see attached file	0.50%
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences *	Dept. Head & Faculty	0	4	Due to COVID 19	5	5	5	5.0	presentation during In-house research review & national NCT-Rice and Legume projects	
	In int'l fora/conferences		0	0	Due to COVID 19	3	3	3	3.0	no presentation/attendance for conferences due to COVID 19	1.50%

	In nat'l/regional fora/conferences		0	4	Due to COVID 19	5	5	5	5.0	presentation during In-house research review & national NCT-Rice and Legume projects evaluation	0.50%
	PI 5. Percent of research proposals developed *	Dept. Head & Faculty	2	4	Due to COVID 19	5	5	5	5.0	we developed project proposals but not approved by the funding	0.5%
	PI 6. Additional outputs*	Dept. Head & Faculty									
	No. of research-related awards (research conducted by faculty or student w/ faculty)		1	0	Due to COVID 19	3	3	3	3.0	Due to COVID 19	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 extension activities *	Dept. Head & Faculty	0	2	LGU on our	5	5	5	5.0	LGU on our AMIA projects	2.0%
	PI 2. Number of trainees weighted by the length of training *	Dept. Head & Faculty	0	0	Due to COVID 19	3	3	3	3.0	Due to COVID 19	2%
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs *	Dept. Head & Faculty	0	1		5	5	5	5.0	Low cost rice production technology	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	0	1		5	5	5	5.0	Low cost rice production technology	1%
	PI 5. Number of technical/expert services *	Dept. Head & Faculty	5	10	Expert servi	5	5	5	5.0	Expert services for the clients' need	1%
	Research Mentoring		1	3	We used our	5	5	5	5.0	We used our research projects for the thesis	
	Peer reviewers/Panelists		2	15	Expert servi	5	5	5	5.0	Expert services for the clients' needs and as	
	Resource Persons		2	2	Expert servi	5	5	5	5.0	Expert services for the clients' needs and as	
	Convenor/Organizer										
	Consultancy in production services		12	15	Project cons	5	5	5	5.0	Project consultancy and expert production se	

					Q	E	T	Ave		
	Evaluator		3	10	Expert evalu	5	5	5	5.0	Expert evaluator in research journal publicati
	PI 8. Percent of extension proposals approved *	Dept. Head & Faculty	0	0	Due to COVID 19	3	3	3	3.0	Due to COVID 19	0.5%
	PI 11. Additional outputs *	Dept. Head & Faculty									
	No. of extension-related awards (extn. conducted by faculty or student & faculty) *		0	0	Due to COVID 19	3	3	3	3.0	Due to COVID 19	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	2	2	2 faculty und	5	5	5	5.0	2 faculty undergoing study leave at	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	2	2		5	5	5	5.0	Additional faculty for the PhD in Agronomy offering	0.125%
	OVPI MFO 3. Faculty Evaluation Services										
	PI 3: Number of seminars/trainings/ conventions/workshops coordinated for entire university *	Dept. Head & Faculty	2	10	Some of our	5	5	5	5.0	University uniwide virtual meeting	0.25%
	PI 4: Number of seminars/trainings/ conventions/workshops coordinated outside of the university *	Dept. Head & Faculty	0	10	Some of our	5	5	5	5.0	Some of our faculty attended a lot o	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	85%	100%	all faculty go	5	5	5	5.0	All faculty rated not below VS rating	0.75%
	PI6 : Number of in-house seminars/trainings/ workshops/reviews conducted *	Dept. Head & Faculty	0	6	Project virtu	5	5	5	5.0	Project virtual workshops and planni	0.25%
	PI 7 : Additional outputs *	Dept. Head & Faculty	None	none							
	Number of faculty/staff awards/honors received related to operations support		0	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	1 NC		ISO complian	5	5	5	5.0	non-conformity		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	1	Submitted P	5	5	5	5.0	Submitted department's PPMP		1%
	PI 2. Zero percent complaint from clients served	Dept. Head & all faculty & staff	0	0.00	100% satisfi	5	5	5	5.0	100% satisfied see clients feedback		2%
	PI 3. Number of coaching sessions among faculty & staff**	Dept. Head	1	2	1 for every s	5	5	5	5.0	1 for every semester after evaluation results		
	PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**	Dept. Head	2	2	1 for every s	5	5	5	5.0	1 for every semester after evaluation results		
	PI 5. Number of monthly/special faculty & staff meetings conducted**	Dept. Head	15	15		5	5	5	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 *		1							Compliance to all required documents needed for AACCUP, ISO, Q Star accreditation		2%
Total Over-all Rating								314.00				
Average Rating				10.52%				4.76				
Adjectival Rating								OUTSTANDING				

Received by: Calibrated by: Recommending Approval: Approved:

REMBERTO A. PATINDOL   **BEATRIZ S. BELONIAS**   **EDGARDO E. TULIN**

Planning Office   Chairman, PMT   Vice Pres. for Instruction   President

Date: Date: Date: 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