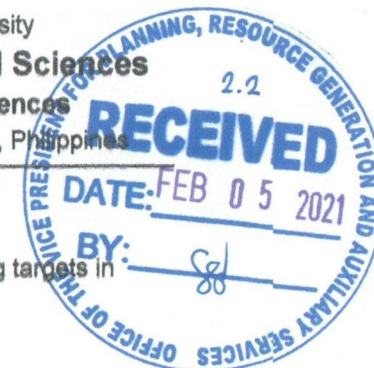




Visayas State University
Department of Biological Sciences
College of Arts and Sciences
Visca, Baybay City, 6521-A, Leyte, Philippines



OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, ANALYN M. MAZO, head, Department of Biological Sciences, 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.

Head

Date: Jan 27, 2021

Dean, CAS

Date: Feb. 2, 2021

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

RDE Commitments

Personnel	No.	Min. FTE	Total FTE	Research (no. of research)	Publication	Extension
Department Head	1		4.8	3.0	0	0
Regular Faculty (Vacation-Sick Leave)	9		141.6	21.0	4	1
Regular Faculty (Teacher's Leave)	5		211.9	0.0	0	0
Part time Faculty Members	2		113.5	0.0	0	0
Admin Staff Members (regular)	1					
Admin staff (JO)	3	0		0.0	0	0
TOTAL:			471.8	24.0	4	1

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

MFO No.	MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	Actual Accomplishments	Rating				Remarks
						Quality	Efficiency	Timeliness	Average	
UMFO 1.	ADVANCED EDUCATION SERVICES									
	OVPI MFO 1. Graduate Degree Program Management Services									

PI 1: Number of graduate degree specializations offered and monitored	BSB, RDP, RMRM, BLAR	1	2	5.00	5.00	5.00	5.00	Offer and monitor MS Botany and Master in Education major in Biology (co-offered with the DTE; DBS offered the major Biology subjects)
PI 2: Total FTE monitored	BSB, EKLS, BLAR, HVO	5	10.893	5.00	5.00	4.50	4.83	BOTN215, BIOL138, BOTN299, BOTN300 & BOTN217, BIOL/TREC205
PI 3: Percentage of students who graduated within the prescribed period								
OVPI MFO 2. Graduate Student Management Services								
PI 1: Percentage of graduate students awarded with honors/distinction								
PI 2: Percentage of graduate students advised who rated the adviser/GAC member at least very satisfactory								
PI 3: Percentage of graduate school faculty engaged in research work applied in any of the following:								
a. Pursuing advanced research degree program		33.00%	33 % (4/12)	5.00	5.00	4.50	4.83	RDP, SAC, CCB, BLAR
b. Actively pursuing in the last three years (investigative research, basic and applied scientific research, policy research, social science research)	All graduate faculty	83 (10/12)	100 (12/12)	5.00	5.00	4.50	4.83	BSB, AMM, SAC, JCE, ARRF, RMRM, JGB, BLAR, KMMR, HVO, EKLS, FOP
c. Producing technologies for commercialization or livelihood improvement								
d. whose research work resulted in an extension program								
		Total Points:	Total		3.90		19.50	
UMFO 2. HIGHER EDUCATION SERVICES								
OVPI MFO 1. Curriculum Program Management Services								
PI 1: Total FTE Monitored	all faculty	100.00	460.91	5.00	5.00	5.00	5.00	
PI 2: Percentage of undergraduate curricular program compliant to CMO approved and offered	all faculty	100%	100%	5.00	5.00	5.00	5.00	BS Marine Bio and BS Bio were given the Certificate of Program Compliance (COPC)
PI 3: Average percentage passing in licensure exam	NA							
PI 4: Percentage of first time licensure exam takers who passed the licensure exam	NA							

PI 5: Percentage of students who graduated within the prescribed period								
PI 6: Percentage increase in the number of undergraduate students who graduated within prescribed period								
PI 7: Percentage of graduates (two years prior) who are employed and/or pursuing graduate studies	all faculty	80%	94%	5.00	5.00	5.00	5.00	Of the 35 students who graduated in 2018, six (6) pursued graduate studies or medical studies and two (2) cannot be contacted. All 28 are employed.
PI 8: Number of academe/industry linkages established	all faculty	2	7	5.00	5.00	5.00	5.00	
PI 9: Number of thesis/special problems of students:								
a. Thesis outline/manuscript/ Case studies/ Special Problems/ OJT Narrative reports/ Engineering Projects/ Portfolios advised	all faculty	10	10	5.00	5.00	4.50	4.83	Manuscript and outline of BS Bio students
b. Thesis outline/manuscript/Case Studies/Special Problems/OJT Narrative Reports/Engineering Projects/Portfolios approved	all faculty	10	10	5.00	5.00	4.50	4.83	Manuscript and outline of BS Bio students
PI 10: Number of student organizations advised/assisted	KOE, FJOP, EKLS	1	2	5.00	5.00	5.00	5.00	OBioS & CAS-SSC
PI 11: Number of instructional materials developed/revised								
a. OBE - compliant syllabi	all faculty	9	34	5.00	5.00	4.50	4.83	
b. Teaching guides/Student guides/Laboratory Manuals	all faculty	5	23	5.00	5.00	4.50	4.83	See attached list
c. Complete sets of teacher-developed audio visual materials (powerpoints, videos, computer games, etc)	all faculty	5	13	5.00	5.00	4.50	4.83	
d. On-line interactive learning resources per subject (functional virtual classroom)	all faculty	5	34	5.00	5.00	4.50	4.83	See attached list
PI 12: Number of instruction-related awards								
Number of National Student Awards								
Number of honor graduates								

	Number of awards received by the student organization	OS Adviser, officers and members	1	1	5.00	5.00	5.00	5.00	OBioS was declared the 2020 Best Student Organization.
	Periodic Revision of OBE Syllabi								
	Submission of Student Performance based on Course Outcomes (CQI Form 6)								
	Group Consultation of Student Advisees by their academic adviser								
			Total Points	Total n:					
UMFO 3. RESEARCH SERVICES									
	PI 1: Number of research proposal submitted								
	PI 2: Number of research proposals approved								
	PI 3: Number of research studies conducted	AMM, BSB, SAC, JCE, HVO, EKLS, FOP, RMRM, ARRF, JGB, JCE	5	24	5.00	5.00	4.50	4.83	1) Marine biodiversity conservation in Camotes and Cuatro islands, Camotes sea for sustainable marine economy - 9 studies; 2) Conservation and utilization of marine resources in Cuatro and Camotes Islands - 3 studies; 3) Assessment and monitoring of biological, physico-chemical and utilization of VSU water resources - 6 studies; 4) Biological characterization of major river systms in Leyte - 6 studies; 5) Biodiversity of marine flora and fauna in artificial reefs of Baybay city and selected municipalities in the 5th district of Leyte - 3 studies
	PI 4: Number of research projects/studies completed within the year	all faculty	5	5 Projects with 24 studies					
	PI 5: Number of research papers (oral presentation, posters, keynote speaker, plenary speaker) presented in regional/national/international fora and conferences								
	in int'l fora/ conferences								
	in nat'l fora/conferences								
	in reg'l for a/conferences								

	<i>in institutional fora/ conferences</i>	all faculty with research	5	7	5.00	5.00	5.00	5.00	VSU AIHR 2020
	PI 6: Number of paper submitted for publication in internationally indexed journals								
	PI 7: Number of published papers in peer-reviewed journals								
	<i>in refereed int'l journals</i>	all faculty	4	3.00	5.00	5.00	5.00	5.00	Please see attached list
	<i>in refereed nat'l journals</i>								
	<i>in institutional journals</i>			1.00	5.00	5.00	5.00	5.00	
	PI 8: Number of patents/Utility Models/copyrights filed								
	PI 9: Amount of research money generated from external funding (Thousand PhP)								
	PI 10: Amount of research money generated from institutional funding (Thousand PhP)	All faculty with VSU funded research	100,000	354,368.80	5.00	5.00	5.00	5.00	Budget for the projects: Assessment and monitoring of biological, physico-chemical and utilization of VSU water resources - 6 studies; and Biological characterization of major river systems in Leyte
	PI 11: Number of research outputs in the last three years utilized by the industry or other beneficiaries								
	PI 12: Number of research-related awards (research conducted by faculty or student with faculty)	All faculty	1	1	5.00	5.00	5.00	5.00	The paper of Mr. Dacullo and Prof. Bitacura won the best poster award during Regional Health Symposium organized by the Eastern Visayas Health Research and Development Consortium held on October 29-30, 2020
			Total Points		Total n:			29.83	
UMFO 4. EXTENSION SERVICES									
	PI 1: Number of trainees weighted by the length of training								
	PI 2: Number of trainings conducted								
	PI 3: Number of IEC materials/techno-guides developed/used								
	PI 4: Number of beneficiaries served								
	Groups								
	Individuals								

	PI 5: Number of technical/expert services provided/rendered	SAC, ARRF, RMRM	1	1	5	5	5	5	Conduct IEC on Coastal Resource of Southeastern Camotes Sea and selected municipalities of Leyte
	PI 6: Number of extension projects conducted								
	PI 7: Number of extension proposals submitted								
	PI 8: Number of extension proposal approved								
	PI 9: Amount of extension money generated from external funding (Thousand PhP)								
	PI 10: Amount of extension money generated from institutional funding (Thousand PhP)								
	PI 11: Percentage of beneficiaries who rated the training course and advisory services as satisfactory or higher in terms of quality and relevance								
	PI 12: Number of extension-related awards (extension conducted by faculty or student and faculty)								
	PI 13: Number of specimen identification request and complied	All faculty	1	1	5	5	5	5	
	PI 14: Number of papers reviewed		2	2	5	5	5	5	
	PI 15: Number of seminars/workshop attended as resource person		2	2	5	5	5	5	
		Total Points			Total n:			5.00	
UMFO 5. SUPPORT TO OPERATIONS (STO)									
OVPI MFO 1. Faculty Development Services									
	PI 1: Number of faculty pursuing advanced degree programs	SAC, RDP, BLAR, CCB	4	4	5.00	5.00	5.00	5.00	Faculty members pursuing PhD
OVPI MFO 2. Faculty Recruiting/Hiring Services									
	PI 2: Number of faculty recruited/aligned with university RSP policy and competency-based HRM	all faculty	2	6	5.00	5.00	5.00	5.00	hired substitute and part-timefaculty
	PI 3: Other accomplishment								
	PI 3a. Digitized the evaluation form for hiring of faculty for ease in computation and consolidation of points	ARRF	1	1	5.00	5.00	5.00	5.00	
OVPI MFO 3. Faculty Evaluation Services									

	PI 3: Number of seminars/trainings/ conventions/workshops organized/ coordinated for the entire university	All Faculty	1	1	5.00	5.00	5.00	5.00	Co-sponsored the film showing of Bird of Prey with the Philippine Eagle Foundation
	PI 4: Number of seminars/trainings/ conventions/workshops organized/coordinated outside the university								

	PI 5: Percentage of faculty rated by students with at least very satisfactory rating of the subjects evaluated	all faculty	80%	100%	5.00	5.00	5.00	5.00	All faculty members are rated either Outstanding or very satisfactory
	PI 6: Number of college/department - level seminars/trainings/workshops/reviews conducted/attended/facilitated	All faculty	1	1	5.00	5.00	5.00	5.00	Facilitated the conduct of re-orientation on the use of moodle for the DBS faculty members
OVPI MFO 4. Program and Institutional Accreditation Services									
	PI 1: Number of degree programs which passed accreditation/evaluation at least level 1	all faculty	1	1	5.00	5.00	5.00	5.00	BS Bio is AACCUP accredited Level III
	PI 2: Degree program compliant with CHED requirements	all faculty	2	2	5.00	5.00	5.00	5.00	BS Bio and BS Marine Bio has been issued Certificate of Program Compliance (COPC) by CHED RO8
			Total Points		Total n:			40.00	
UMFO 6. GENERAL ADMINISTRATION & SUPPORT SERVICES									
	PI 1: Number of Risk Assessment/Review conducted								
	PI 2: Number of risks identified								
	PI 3: Number of risks addressed/minimized Additional Outputs								
	PI 4: Number of legitimate complaints received.								
	PI 5: Percentage of complaints indicated in PI 4, if any, addressed within the prescribed period.								
	PI 6: Additional Outputs								
	a. Number of documents shared in google drive for ease and efficient access of documents	dDRC and all faculty	10	20	5.00	5.00	5.00	5.00	
	b. Number of minutes and workload shared in google drive for efficient correction and comments by all concerned	All faculty	5	12	5.00	5.00	5.00	5.00	
	c. Number of Regular consultation with faculty and staff to address issues and problems in the department	All faculty; Department head	12	12	5.00	5.00	5.00	5.00	The department head conducts regular monthly meeting with the faculty and staff to tackle and address concerns in the department
			Total Points		Total n:			5.00	
Total No. of Entries:									

Total Overall Rating	99.33 ^{22/22/4} 173.2	
Average Rating	4.95	
Adjectival Rating	Outstanding	

Received by:

Calibrated by:

Recommending Approval:

Approved:






DILBERTO C. FERRAREN, PhD
Vice President for Planning, Resource Generation and External Affairs

REMBERTO A. PATINDOL, Ph.D.
Chairman, PMT
Date: _____

BEATRIZ S. BELONIAS, Ph.D.
Vice Pres. for Instruction
Date: _____

EDGARDO E. TULIN, Ph.D.
University President
Date: _____