

Department of Biological Sciences **COLLEGE OF ARTS AND SCIENCES VISAYAS STATE UNIVERSITY** 

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

## OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, ANALYN M. MAZO, Head of the Department of BIOLOGICAL SCIENCES, commits to deliver and agree to be rated on the attainment of the following targets in accordance with measures for the period January - June 2022.

TOTAL:

e:

RDE Commitments\*\*\*

MA. THERESA P. LORETO College Dean

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

Personnel	Number	Min. FTE (2)	Research	Publication	Extension
Department Head	1	13.5	1.0		
Faculty w/ Univ. Designated Position	1	1.25	1.0		
Regular Faculty (VSL)*	11	188	12.0	3	1
Regular Faculty (TLS)*	6	139			
Part time Faculty	2	92			
Admin Staff Members	5				
	26	433.75	14.0	3	1

\* On vacation-sick-leave status. Ratio of Instruction and RDE commitmeents should determined based on FTE of 18 units

\*\* On Teacher's Leave status. Minimum FTE required is 18 units

<sup>\*\*\*</sup> Professors and Associate Professors are required to commit RDE outputs (Please Performance Indicators under Research (UMFO 3) and extension (UMFO 4)

						Ac	tual			Rating			
MFO No.			Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	% Accom-	Accom-	Quality	Efficiency	Timeliness	Average	Remark (Details of the targetted outputs indicators with *)	% weight
MFO 1	ADV	ANCED EDUCATION	I SERVICES (20%)										
	OV	PI MFO 1. Graduate	Degree Program Management Services										

1		of graduate school faculty engaged in lied in any of the following:									
	a.	pursuing advanced research degree program (Ph.D) *									
	b.	actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)	AMM, JCE, ARRF, EKLS, RMRM, KMMR, FJOP, HVO, JGB	12 of 17	12.00	5	5	4	4.666667	A ST SELVE	
	c.	producing technologies for commercialization or livelihood improvement									
	d.	whose research resulted in an extension program									
OV	PI MFO 2. Graduat	te Student Management Services									
	: Percentage of gra ree programs *	duate students enrolled in research									
PI 2	Percentage of acc	credited graduate programs *									
	S: Number of graduation	ate degree specializations offered and		1	2.00	5	5	5	5	DBS offers the major subjects for Master in Education major in Biology and MS Botany	
PI 4	: Total FTE coording	nated, implemented & monitored*	All graduate faculty	5	6.41	5	5	5	5.00		T
enre	olled *	ase in number of graduate students									
	E: Percentage increduated within prescri	ase in number of students who ribed period *									
	: Number of gradu ors/distinction *	ate students awarded with									
-		ate students advised *									I
	A Number of instruc	tional materials developed *									

	Classible instructional materials	HVO, RDP, BLAR,	1		_	Т					
	Flexible instructional materials	RMM,BSB	4	1.00		5	5	5	5		
	Assessment tools		3	16.00		5	5	5	5		
	Syllabus	HVO, RDP, BLAR, RMM, BSB	4	14.00		5	5	4	4.666667		
	PI 10: Number of virtual classrooms created and operationalized	All graduate faculty	4	4.00		5	5	5	5		
MFO 2	HIGHER EDUCATION SERVICES (50%)										
	PI 1. Percentage of first time licensure exam takers that pass the licensure exams *		Not Applicable								7.5%
	PI 2. Percentage of graduates (2 years prior) that are employed		50%	88%		5	5	5	5	6 out of 8 graduates are employed, while 1 proceed to medical study and 1 cannot be contacted	2.5%
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *		BS Bio = 150; BS Marine Bio = 80	184 105		5	5	5	5		2.5%
	PI 4. Percentage of undergraduate programs with accreditations		100%	100%		5	5	5	5	BS Bio is AACCUP Level IV accredited; BS Marine Bio program will qualify as soon as first batch of graduates is produced	2.5%
	PI 5: Total FTE, coordinated, implemented and monitored *	All faculty	200	433.75		5	5	4	4.666667		20%
	PI 8: Number of students advised: *										
	On thesis/ field practice/special problem	All faculty	10.00	27.00		5.0	5.0	5.0	5.0	AMM-5, JCE- , HRM-1, SAC- 1, EKLS- ; RMM- ; BSB-1; RDP-1; TDB-1; FJOP- ; BLAR- 1; HVO- ; RJPD - ; KMMR-;	1%
	No. of approved manuscript submitted within prescribed period	All faculty	5.00			5.0	5.0	5.0	5.0	July-Dec	1%

	On consultation (academic adviser)	All faculty	50	200.00	5.0	5.0	5.0	5.0	AMM-; JCE-; HRM-; SAC-; EKLS-; TDB-: DMG-; DNCM-; BLAR-; HVO-; KMMR-; FJOP-; ARRF-; RMRM-; RJPD-; RDP-	0.5%
	PI 9: Number of student organizations advised/ assisted *									
	Student organizations advised	JCE,HVO,EKLS	2	3.00	5.0	5.0	5.0	5.0		1.25%
	Student organizations assisted on student related activities									1.25%
	PI 10: Number of instructional materials developed *									10%
	On-line ready courseware	SAC,RDP, AMM, ARRF, HVO,FOP, EOB, EKLS, JCE, RMM, RJD, TDB, KMR, DNM	19	34.00	5.0	5.0	5.0	5.0		
	Flexible instructional materials									
	Assessment tools (long quiz, exams, problem sets)	All Faculty	7	7.00	5.0	5.0	5.0	5.0		
	PI 10: Number of virtual classrooms created and operationalized									
	PI 11: Additional Outputs									
	Number of workshops attended related to instruction	All Faculty	10							
	Number of syllabus made/revised	AMM, SAC), EKLS, HVO, DNM, FOP, RJD, JCE, EOB, TDB, RDP	15	17.00	5.0	5.0	5.0	5.0		
MFO 3	RESEARCH SERVICES (10%)									
	Pl 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *		and the second s							2%
	Pl 2. Number of research outputs completed/conducted within the year *	All Faculty	4	5.00	5.0	5.0	5.0	5.0		2%

	PI 3. Percentage of research outputs published in internationally- referred or CHED recognized journal within the year (2%) *									
	In refereed int'l journals	SAC, TDB, RMM, JCE, EKLS, ARRF, FOP	8	3.00	5.0	5.0	5.0	5.0	July-Dec	1.50%
	In refereed nat'l/regional journals									0.50%
	PI 4. Number of research outputs presented in regional/national/int'l fora/conferences *									
	In int'l fora/conferences									1.50%
	In nat'l/regional fora/conferences									0.50%
	In institutional conferences/forum	All Faculty	5							
	PI 5. Percent of research proposals approved *								July-December	0.5%
	PI 6. Additional outputs*									
	No. of research-related awards (research conducted by faculty or student w/ faculty)		0							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 *	All Faculty	4	4.00	5.0	5.0	5.0	5.0		2.0%
	PI 2. Number of trainees weighted by the length of training *									2%
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs *									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*									1%

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PI 5. Number of technical/expert services *									1%
Research Mentoring									
Peer reviewers/Panelists	AMM							ATR	
Resource Persons									
Convenor/Organizer									
Consultancy	AMM, RJPD, JCE, EKLS, RMRM, HVO, FJOP								
Evaluator	HRM								
PI 8. Percent of extension proposals approved *								July-Dec	0.5%
PI 11. Additional outputs *									
No. of extension-related awards (extn. conducted by faculty or student & faculty) *									1.5%
MFO Support to Operations									
OVPI MFO 1. Faculty Development Services									
PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted *	CCB, JGB, RDP, SAC, BLAR								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 *	All Faculty	2	4.00	5.0	5.0	5.0	5.0		0.125%
OVPI MFO 3. Faculty Evaluation Services									
PI 3: Number of seminars/trainings/ conventions/workshops coordinated for entire university *									0.25%
PI 4: Number of seminars/trainings/ conventions/workshops coordinated outside of the university *									0.25%
PI 5: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated *	Data not available								0.75%

	PI6 : Number of in-house seminars/trainings/ workshops/reviews conducted *										0.25%
	PI 7 : Additional outputs *										
	Number of faculty/staff awards/honors received related to operations support										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*										2.50%
MFO	(General Admin. & Support Services (GASS)										
	PI 1. Submission of College/Department PPMP for the following year within deadline as prescribed by BAC*										1%
	Pl 2. Zero percent complaint from clients served										2%
	PI 3. Number of coaching sessions among faculty & staff**	AMM	2	1.00		5.0	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**	AMM & Faculty	1	1.00%		5.0	5.0	5.0	5.0		
	PI 5. Number of monthly/special faculty & staff meetings conducted**	AMM & Faculty									
	PI 3: Additional Outputs										
	Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies *									explain here briefly why consider said department practice can be considered as a best practice	2%
Tabal C	) and I Define								440.000		
	Over-all Rating			-		-			119.000 4.958		-
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Received by:

TONI MARC L. DARGANTES

Planning office
Date: 7/15/2022

**DANIEL LESLIE S. TAN** 

Chairman, PMT

Date:

Recommending Approval:

**BEATRIZ S. BELONIAS** 

Vice Pres. for Academic Affairs

Date:

Approved:

**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

Received by:

TONI MARC L. DARGANTES

Planning office
Date: 7/15/2027

Calibrated by::

Chairman, PMT

Date: JUL 2 2 2022

EDGARDO É. TULIN

Approved

Date: JUL 2 ( 2022

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