# VISAYAS STATE UNIVERSITY

## OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, ANATOLIO N. POLINAR, Faculty of the Department of Forest Science, commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period July to December 2022.

**ANATOLIO N. POLINAR**
Department Head
Date: _____

**DENNIS P. PEQUE**
College Dean
Date: Jan 20, 2023

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

| Personnel | Number | Min. FTE (2) | Total FTE (1x2) | RDE Commitments*** Research | Publication | Extension |
|---|---|---|---|---|---|---|
| Department Head | 1 | 22 | 22.0 | 0.0 | 1 | 0 |
| Faculty w/ Univ. Designated Position | 2 | 18 | 36.0 | 0.0 | 2 | 0 |
| Regular Faculty (VSL)* | 3 | 18 | 54.0 | 2.0 | 2 | 1 |
| Regular Faculty (TLS)* | 1 | 18 | 18.0 | 0.0 | 1 | 0 |
| Part time Faculty | 2 | 18 | 36.0 | 0.0 | 0 | 0 |
| Admin Staff Members | 4 | 0 | 0.0 | | | |
| TOTAL | | | | 2.0 | 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 Accomplishments % Accom-plishment | Details of Accomplishments | Quality | Efficiency | Timeliness | Average | Remark (Details of the targetted outputs indicators with *) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 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 | | | | | | | | |
| | | 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) | DFS Head & Faculty | 5 | 7/5 (175%) | | 5 | 5 | 5 | 5 | DP Peque, AE Pasa, AN Polinar, TA Patindol, AP Baldos, EO Mangaoang |
| | | c. | | producing technologies for commercialization or livelihood improvement | DFS Head & Faculty | 5 | 5/5 (100%) | | 4.5 | 4.5 | 4.5 | 4.5 | DP Peque, AN Polinar, AE Pasa, AP Baldos, EO Mangaoang |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | d. | whose research resulted in an extension program | DFS Head & Faculty | 4 | 5/4 (125%) | | 4.5 | 4.5 | 4.5 | 4.5 | DP Peque, AN Polinar, AE Pasa, AP Baldos, EO Mangaoang |

| | | Indicator | Responsible | Target | Accomplishment | | R1 | R2 | R3 | R4 | Remarks |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | **OVPI MFO 2. Graduate Student Management Services** | | | | | | | | | | |
| | PI 1: Percentage of graduate students enrolled in research degree programs * | Dept. Head & Faculty | 100% | 100% | | 5 | 5 | 5 | 5 | MS Forestry students |
| | PI 2: Percentage of accredited graduate programs * | Dept. Head & Faculty | 1 | 1/1 (100%) | | 5 | 5 | 5 | 5 | MS Forestry |
| | PI 3: Number of graduate degree specializations offered and monitored * | Dept. Head & Faculty | 1 | 1/1 (100%) | | 5 | 5 | 5 | 5 | MS Forestry |
| | PI 4: Total FTE coordinated, implemented & monitored* | Dept. Head & Faculty | 6.34 | 10.56/6.34 (166.56%) | | 5 | 5 | 5 | 5 | MS Forestry subjects (FORY 211, FORY 224, FORY 227, FORY 269, FORY 205) |
| | PI 5: Percentage increase in number of graduate students enrolled * | Dept. Head & Faculty | 12 | 21/12 (175%) | | 5 | 5 | 5 | 5 | MS Forestry students |
| | PI 6: Number of students who graduated within prescribed period * | Dept. Head & Faculty | | | | | | | | |
| | PI 7: Number of graduate students awarded with honors/distinction * | Dept. Head & Faculty | 2 | 3/2 (150%) | | 5 | 5 | 5 | 5 | DOST Scholars (Omoso, Doria, Paña ) |
| | PI 8: Number of graduate students advised * | Dept. Head & Faculty | 12 | 27/12 (225%) | | 5 | 5 | 5 | 5 | MS Forestry Students |
| | PI 9: Number of instructional materials developed * | | | | | | | | | |
| | On-line ready courseware | DFS Head & Faculty | 6 | 7/6 (116.67%) | | 4 | 4 | 4 | 4 | MS Forestry subjects |
| | Flexible instructional materials | DFS Head & Faculty | 8 | 20/8 (250%) | | 5 | 5 | 5 | 5 | MS Forestry subjects |
| | Assessment tools | DFS Head & Faculty | 11 | 23/11 (209%) | | 5 | 5 | 5 | 5 | MS Forestry subjects |
| | PI 10: Number of virtual classrooms created and operationalized | | 6 | 10/6 (166.67%) | | 4 | 4 | 4 | 4 | MS Forestry subjects |
| | PI 11. Additional Outputs | | | | | | | | | |
| | Design experiential  Learning | Dept. Head & Faculty | 2 | 3/2 (150%) | | 5 | 5 | 5 | 5 | Debate & Problem Tree Analysis |
| **MFO 2** | **HIGHER EDUCATION SERVICES (50%)** | | | | | | | | | |
| | PI 1. Percentage of first time licensure  exam takers that pass the licensure exams * | Dept. Head & Faculty | 61% | 76.00% | | 5 | 5 | 5 | 5 | BS Forestry Graduates |
| | PI 2. Percentage of graduates (2 years prior) that are employed * | Dept. Head & Faculty | | | | | | | | |
| | PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs * | Dept. Head & Faculty | 215 | 215/215 (100%) | | 5 | 5 | 5 | 5 | BS Forestry students |
| | PI 4. Percentage of undergraduate programs with accreditations * | Dept. Head & Faculty | 1 | 1/1 (100%) | | 5 | 5 | 5 | 5 | BS Forestry Program |
| | PI 5: Total FTE, coordinated, implemented and monitored * | Dept. Head & Faculty | 44.6 | 85.88/44.6 (192.56%) | | 5 | 5 | 5 | 5 | BS Forestry Subjects |
| | PI 8: Number of students advised: * | Dept. Head & Faculty | 43 | 93/43 (216%) | | 5 | 5 | 5 | 5 | BS Forestry Students |
| | On thesis/ field practice/special problem | Dept. Head & Faculty | 19 | 46/19 (242%) | | 5 | 5 | 5 | 5 | BSF Students (Field Practice & Thesis) |
| | No. of approved manuscript submitted within prescribed period | Dept. Head & Faculty | 20 | 23/20 (115%) | | 4.5 | 4.5 | 4.5 | 4.5 | BS Forestry Thesis Students (July 2022) |
| | On consultation | Dept. Head & Faculty | 74 | 317/74 (428 %) | | 5 | 5 | 5 | 5 | BS Forestry Students |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | **PI 9:** Number of student organizations advised/ assisted * | | | | | | | | | |
| | *Student organizations advised* | Dept. Head & Faculty | 2 | 3/2 (150%) | | 4.5 | 4.5 | 4.5 | 4.5 | FSS, CFES-CSSC, HOMES |
| | *Student organizations assisted on student related activities* | Dept. Head & Faculty | 2 | 3/2 (150%) | | 5 | 5 | 5 | 5 | FSS, CFES-CSSC, HOMES |
| | **PI 10:** Number of instructional materials developed * | | | | | | | | | |
| | On-line ready courseware | Dept. Head & Faculty | 10 | 11/10 (110 %) | | 5 | 5 | 5 | 5 | BS Forestry subjects |
| | Flexible instructional materials | Dept. Head & Faculty | 22 | 35/22 (159%) | | 5 | 5 | 5 | 5 | BS Forestry subjects |
| | Assessment tools | Dept. Head & Faculty | 24 | 35/24 (146%) | | 5 | 5 | 5 | 5 | BS Forestry subjects |
| | **PI 10**: Number of virtual classrooms created and operationalized | Dept. Head & Faculty | 10 | 13/10 (130%) | | 5 | 5 | 5 | 5 | BS Forestry subjects |
| | **PI 11:** Additional Outputs | Faculty | | | | | | | | |
| | Program accreditation/evaluation | Dept. Head & Faculty | 1 | 2/1 (200%) | | 5 | 5 | 5 | 5 | MS AACCUP Evaluation & ISO internal Audit |
| | Agency/firm/Industry linkages | Dept. Head & Faculty | 6 | 9/6 (150%) | | 4.5 | 4.5 | 4.5 | 4.5 | EDC, Shell, LGU Silago, BWI, PEP, LRP, MASIPAG, PMPI, & DA-ATI |
| | Other outputs implementing the new normal due to COVID 19 | Dept. Head & Faculty | 3 | 4/3 (133%) | | 5 | 5 | 5 | 5 | Conduct of case studies in students respective barangays |
| **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 | 3 | 5/3 (167%) | | 5 | 5 | 5 | 5 | High Quality Seedlings, Bamboo, Tree Spp. selection, Mother Tree selection & Climate Smart |
| | **PI 2**. Number of research outputs completed within the year * | Dept. Head & Faculty | 3 | 3/3 (100%) | | 5 | 5 | 5 | 5 | BIOCAMP (On-going) and Pinoy Tannin |
| | **PI 3.** Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) * | Dept. Head & Faculty | 6 | 6/6 (100%) | | 5 | 5 | 5 | 5 | Article submitted to UPLB Journal, ACIAR articles; and Velasco et al. published article" Towards Mapping-Remote Sensing" |
| | *In refereed int'l journals* | Faculty | 1 | 1/1 (100%) | | 5 | 5 | 5 | 5 | Velasco et. Al. published articles |
| | *In refereed nat'l/regional journals* | Faculty | 5 | 5/5 (100%) | | 5 | 5 | 5 | 5 | ACIAR articles drafted for submission |
| | **PI 4.** Number of research outputs presented in regional/national/ int'l fora/conferences * | | | | | | | | | |
| | *In int'l fora/conferences* | Dept. Head & Faculty | 0 | 1 (100%) | | 5 | 5 | 5 | 5 | ICAFF-NEMSU |
| | *In nat'l/regional fora/conferences* | Dept. Head & Faculty | | | | | | | | |
| | **PI 5.** Percent of research proposals approved * | Dept. Head & Faculty | 2 | 2/2 (100%) | | 5 | 5 | 5 | 5 | Enhance Project |
| | **PI 6**. Additional outputs* | | | | | | | | | |
| | Drafting of Research Proposal | Faculty | 1 | 1/1 (100%) | | 4 | 4 | 4 | 4 | LAFORET |
| | No. of researches conducted by BSF students with Faculty under new normal | Dept. Head & Faculty | 15 | 20/15 (133%) | | 5 | 5 | 5 | 5 | BS Forestry Thesis Students |
| **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 | 16 | 22/16 (138%) | | 5 | 5 | 5 | 5 | ACIAR Projects, TARSIER partners, ACIAR PO's, LGU's, LRP, MASIPAG, DA-ATI, PMPI, DENR offices |
| | PI 2. Number of trainees weighted by the length of training * | Dept. Head & Faculty | 12 | 14/12 (117%) | | 5 | 5 | 5 | 5 | DA-ATI Bamboo Production training; and PMPI Tree Identification training |
| | PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs * | Dept. Head & Faculty | 2 | 5/2 (250%) | | 5 | 5 | 5 | 5 | SMART Upland farm, CO2, DRR Project , DFS Forest Nursery and Clonal Project, ACIAR FLR Project |
| | 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% | 100% | | 5 | 5 | 5 | 5 | DA-ATI Bamboo Production training; and PMPI Tree Identification training |
| | PI 5. Number of technical/expert services * | Dept. Head & Faculty | 4 | 6/4 (150%) | | 5 | 5 | 5 | 5 | PO's, NGA's and NGO's |
| | Research Mentoring | Dept. Head & Faculty | 4 | 14/4 (350%) | | 5 | 5 | 5 | 5 | PMPI, Project RA's and Extension officers |
| | Peer reviewers/Panelists | Dept. Head & Faculty | 2 | 3/2 (150%) | | 5 | 5 | 5 | 5 | ATR, ICAFF (NEMSU), Internationa Congress-EVSU |
| | Resource Persons | Dept. Head & Faculty | 3 | 10/3 (333%) | | 5 | 5 | 5 | 5 | PMPI, UPOU, CPD Webinar, FLE review class, DA-ATI |
| | Convenor/Organizer | Dept. Head & Faculty | 3 | 6/3 (200%) | | 5 | 5 | 5 | 5 | UPOU validation meeting, CPD Webinar series, FLE review class, DA-ATI, PMPI, PO's Cross visits in Northern Cebu |
| | Consultancy | Dept. Head & Faculty | | | | | | | | |
| | Evaluator | Dept. Head & Faculty | 1 | 1/1 (100%) | | 5 | 5 | 5 | 5 | CFES RDE In-house review |
| | PI 8. Percent of extension proposals approved * | Dept. Head & Faculty | | | | | | | | |
| | PI 11. Additional outputs * | | | | | | | | | |
| | No. of farmers/PO members in Region 6, 7 and 8 communicated and advised | Dept. Head & Faculty | 30 | 70/30 (233%) | | 5 | 5 | 5 | 5 | DA-ATI, PMPI & ACIAR's FLR Project POs |
| 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 | | | | | | | | |
| | 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 | 2/2 (100%) | | 5 | 5 | 5 | 5 | Bernaldez and Llano |
| | OVPI MFO 3. Faculty Evaluation Services | | | | | | | | | |
| | PI 3: Number of seminars/trainings/ conventions/workshops coordinated for entire university * | Dept. Head & Faculty | | | | | | | | |
| | PI 4: Number of seminars/trainings/ conventions/workshops coordinated outside of the university * | Dept. Head & Faculty | 1 | 2/1 (200%) | | 4 | 4 | 4 | 4 | DA-ATI Bamboo Production & PMPI Tree identification |
| | PI 5: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated * | Dept. Head & Faculty | 9 | 9/9 (100) | | 5 | 5 | 5 | 5 | DFS Faculty |

| | Performance Indicator | Responsibility | Target | Accomplishment | | R1 | R2 | R3 | R4 | Remarks |
|---|---|---|---|---|---|---|---|---|---|---|
| | PI6 : Number of in-house seminars/trainings/ workshops/reviews conducted * | Dept. Head & Faculty | 1 | 1/1 (100%) | | 5 | 5 | 5 | 5 | Vegetation Assessment and Analysis |
| | PI 7 : Additional outputs * | Dept. Head & Faculty | | | | | | | | |
| | Number of faculty/staff awards/honors received related to operations support | Dept. Head & Faculty | 4 | 8/4 (200%) | | 5 | 5 | 5 | 5 | Outstanding teachers and On time Grade submissions |
| | **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 | 100% compliant | | 5 | 5 | 5 | 5 | Complied |
| | Compliance to all requirements of the program and institutional accreditations | Dept. Head & all faculty & staff | 100% compliant | 100% compliant | | 5 | 5 | 5 | 5 | Complied |
| | On program accreditations | Dept. Head & all faculty & staff | 100% compliant | 100% compliant | | 5 | 5 | 5 | 5 | MSF Level III AACCUP Accreditation |
| | On institutional accreditations | Dept. Head & all faculty & staff | 100% compliant | 100% compliant | | 5 | 5 | 5 | 5 | 3rd ISO Internal Audit |
| 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 & all faculty & staff | 100 % compliant | 100% compliant | | 5 | 5 | 5 | 5 | Complied |
| | PI 2. Zero percent complaint from clients served | Dept. Head & all faculty & staff | Zero % compliant | 100% compliant | | 5 | 5 | 5 | 5 | Complied |
| | PI 3. Number of coaching sessions among faculty & staff** | Dept. Head | 1 | 1/1 (100%) | | 5 | 5 | 5 | 5 | Laborer (Mr. Cornelio Solis) |
| | PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets** | Dept. Head | 1 | 1/1 (100%) | | 5 | 5 | 5 | 5 | Monitoring included during regular DFS Meeting |
| | PI 5. Number of monthly/special faculty & staff meetings conducted** | Dept. Head | 7 | 9/7 (129%) | | 5 | 5 | 5 | 5 | DFS Faculty and Staff Meeting |
| | PI 3. Additional Outputs | | | | | | | | | |
| | Number of college, committee, university and project meeting conducted/attended | Dept. Head & all faculty & staff | 30 | 36/30 (120%) | | 5 | 5 | 5 | 5 | College, commitees, university & project meetings |
| | Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies * | | 2 | 7/2 (350%) | | 5 | 5 | 5 | 5 | Informal discussions with faculty & staff, openline/virtual meetings as the need arises |
| | | | | | | | | | | |
| **Total Over-all Rating** | | | | | | | | 333.5 | | |
| **Average Rating** | | | | | | | | 4.90 | | |
| **Adjectival Rating** | | | | | | | | Outstanding | | |

Received by:

**TONI MARC L. DARGANTES**
Planning Office
Date: JAN 2 0 2023

Calibrated by:

**DANIEL LESLIE S. TAN**
Chairman, PMT
Date: JAN 2 4 2023

Approved:

**EDGARDO E. TULIN**
President
Date: Jan. 26, 2023

\*     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