Visayas State University
College of Engineering
DEPARTMENT OF COMPUTER SCIENCE AND TECHNOLOGY
Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, **WINSTON M. TABADA**, Head of the Department of Computer Science and Technology, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **January 1 to June 30, 2017**.

WINSTON M. TABADA
Department Head
Date:

ROBERTO C. GUARTE
College Dean, CoE
Date:

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

Personnel	Number	FTE/sem	FTE/Summer	FTE Total
Department Head	1	4.0	0.0	8.00
Faculty w/ Univ. Designated Position	0	2.5	0.0	0.00
Regular faculty (vac & sick Leaves)	0	8.0	0.0	0.00
Regular Faculty (Teacher's Leave)	5	18.0	0.0	180.00
Part time Faculty Members	4	Actual	Actual	236.03
Admin Staff Members	5	0.0	0.0	0.0

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

MFO No.	MFO Descrip-tion	Success/Performance Indicator (PI)	Units/Persons Responsible*	Target	Actual Accomplishment		Rating				Remark
					% Accom-plishment as of June. 2017	Details of Accom-plishment	Quality	Efficiency	Timeliness	Average	
MFO 1	**Higher Education Services (Relevant and quality tertiary education ensured to achieve inclusive growth)**										
		PI 1. Number of FTE coordinated and implemented	All faculty and staff	424.03	97.50	413.43	5	5	5	5.0	
		PI 2. Number of degree programs compliant to CMO supervised and	All faculty and staff	1.00	100.00	1.00	5	4	5	4.7	

Performance Indicator	Responsible	Target							Remarks
PI 3. Percentage increase in number of undergraduate students enrolled	faculty and staff	5%	208.00	10.4%	5	5	5	5.0	674 student for SY 2015-2016 and 474 students for SY 2016-2017
PI 4. Percentage increase in the number of undergraduate students who graduated w/in prescribed period	All faculty and staff	5%	-80.00	-4%	4	4	4	4.0	18 students graduated on time in April 2016 and 22 students graduated on time in June 2017
PI 5. Percentage passing of students in licensure board examination									
PI 6. Number of students awarded with scholarship/fellowship/grants	All faculty and staff	25	188.00	47	5	5	5	5.0	____ BSCS students were awarded scholarship in 2015 while ____ were awarded in 2016
PI 7. Number of graduates gainfully employed in jobs related to their undergraduate programs									cannot be determined exactly for the given time.
PI 8. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	All faculty	100%	100.00	100%	5	4	5	4.7	The department has an overall average rating of **4.56** by students.
PI 9. Number of academe/Industry linkage established	All DCST faculty and staff	5	160.00	8	5	5	5	5.0	PHILNITS, ICTO-DOST, Baybay-LGU, Baybay Water District, BNHS, EVFIT, GIZ, Christian Aid - ATM
PI 10. Number of students advised									
On *thesis* / practicum/ special problems	WMT, JBR, JFO, EVM, DP, MCU, MVL	24	129.17	31	5	5	5	5.0	Class 2014
On consultation	- do -	200	250.00	500	5	5	5	5.0	BS Com Sci majors & students of com sci service courses
PI 11. No. of student organizations Advised/Assisted									

		Student organizations advised	), JBR, MVL	1	100.00	1	5	5	5	5.0	CSSS
		Student organizations assisted on student related activities	WMT, JBR, JFO, EVM	5	140.00	7	5	5	5	5.0	Acquaintance Party, Christmas Party, DCST/COE/VSU Anniversaries and other special evetns
		PI 11. Number of instructional materials developed									
		New syllabi	WMT, JBR, JVO, EVM, DP, MU, JP, KC								
		Revised syllabi	WMT, JBR, JVO, EVM, DP, MU, JP, KC	10	100.00	10	4	5	5	4.7	
		New lecture manual	- do -								
		Revised lecture manual	- do -	5	100.00	5	4	5	5	4.7	
		New lab. manual	- do -								
		Revised Lab. Manual	- do -	5	100.00	5	4	5	5	4.7	
		New Powerpoint lecture presentation (per course)	- do -								
		Revised Powerpoint lect. presentation (per course)	- do -								
		On-line course lecture materials	- do -	10	100.00	10	5	4	5	4.7	
		On-line course lab. materials									
		PI 12. Additional outputs									
		No. of students passing the PHILNITS FE and IT Passport examinations, given by ITPEC	WMT	2	150.00	8	5	5	5	5.0	

		No. of of online PhilNITS reviewer	WMT	1	200.00	2		5	4	4	4.0	Created the online reviewers for the FE and IT Passport examinations
MFO 2	**Access of deserving but poor students to quality tertiary education increased**											
		PI.1 Percentage change in number of students in priority programs awarded financial aid										
		PI.2 Percentage change of students awarded financial aid who completed their degrees										
MFO 3	**Research Services (Higher education research improved to promote economic productivity and innovation)**											
		PI 1. Number of published papers in internationally indexed journals										
		In refereed int'l journals										
		In refereed nat'l journals										
		In institutional journals										
		PI 2. Number of research outputs presented in regional/national/ int'l fora/conferences										
		In int'l fora/conferences										
		In nat'l fora/conferences										
		In reg'l fora/conferences										
		In institutional fora/conferences										
		PI 3. Number of research projects conducted and/or completed on schedule										
		PI 4. Number of research proposals submitted	WMT, JBR, JFO, EVM, DP, MU	1	100.00	1						
		PI 5. Percent of research proposals approved	WMT, JBR, JFO, EVM, DP, MU	100	100.00	100		4	5	5	4.7	
		PI 6. Amount of research money generated from external funding (Thousand PHP)										

		PI 7. Amount of research money generated from institutional funding (Thousand PHP)	MT, JBR, JFO, EVM, DP, MU	30	100.00	30	4	5	5	4.7
		PI 8. Additional outputs								
		No. of research-related awards (research conducted by faculty or student w/ faculty)								
MFO 4	**Extension Services (Community engagement increased)**									
		PI 1. Number of person-days trained weighted by length of training	WMT, JBR, JFO, MCU, MVL	30	200.00	60	4	5	5	4.7
		PI 2. Number of IEC materials/technoguides developed/used	- do -	5	100.00	5	4	5	5	4.7
		PI 3. Number of beneficiaries served	- do -	20	75.00	15	4	5	5	4.7
		Groups		2	100.00	2				
		Individuals		15	200.00	30				
		PI 4. Number of extension projects conducted and/or completed on schedule	WMT, JBR, JFO, MCU, MVL	1	100.00	1				
		PI 5. Number of extension proposals submitted	WMT, JBR, JFO, EVM, DP, MU	1	100.00	1	4	5	5	4.7
		PI 6. Percent of extension proposals approved	- do -	100	100.00	100	4	5	5	4.7
		PI 7. Amount of extension money generated from external funding (Thousand PHP)								
		PI 8. Amount of extension money generated from institutional funding (Thousand PHP)	WMT, JBR, JFO, EVM, DP, MU	30	100.00	30	4	5	5	4.7
		PI 9. Additional outputs								
		No. of extension-related awards (extn. conducted by faculty or studnt & faculty)								

MFO 5	Support to Operations (STO)										
		PI 1. Number of seminars/ trainings/conventions/ workshops coordinated for entire university									
		PI 2. Number of in-house seminars/trainings/ workshops/reviews conducted									
		PI 3. Additional outputs									
		No. of servers maintained in support to the operation of enrolment and Open University	WMT	2	150.00	3	4	5	5	4.7	MOODLE server for the VSU open university and web and database server used during enrolment.
		Completion of the web-based attendance tracking system	WMT	50%	160.00	80%	5	5	4	4.7	Swiping and DTR printing were done. This system is available at elearning.vsu. edu.ph/dats or at 172.16.0.11/dats
		Percent availability of the Instructors Performance Evaluation System (IPES)									
		Percent availability of the Students Records Management System.									
		Number of faculty/staff awards/honors received related to operations support									
MFO 6	General Admin. & Support Services (GASS)										
		PI 1. Number of departments and/or service units supervised and monitored	WMT	1	100.00	1	5	5	5	5.0	DCST
		PI 2. No. of management meetings conducted	WMT, JBR, JFO, EVM, DP, MU, RV	12	100.00	12	5	5	5	5.0	Regular and special meetings
		PI 3. Number of documents attended and served	WMT, RV	1,000	150.00	1500	4	5	5	4.7	Gradesheets, Registration Forms, Shifting Forms, Vouchers, etc
		PI 4. Number of academic lecture/laboratory rooms maintained	KB	9	111.11	10	4	5	5	4.7	

		PI 5. Number of heavy equipment maintained	WMT, RV	1	100.00	1	5	5	5	5.0	40 KVA Generator
		PI 6. Area of lawn maintained (sq.m, approx.)	KB	1000	100.00	1000	4	5	5	4.7	
		PI 7. Number of office and laboratory equipment purchased	WMT, RV	20	190.00	38	5	5	5	5.0	Computer units, UPS, LCD Projector
		PI 8. Zero percent complaint from clients served	WMT, JBR, JFO, EVM, DP, MU, RV	100	100.00	100	5	5	5	5.0	100% no complaint
		PI 9. Additional Outputs									
Total Over-all Rating							166.667				
Average Rating					122.53%		4.762				
Adjectival Rating							Oustanding				

*WMT (Head)- W.M.Tabada, JBR- J.B.Rola, MVL-Maricel V. Lim, JFO- J.F.Orano, MBR- Michael Anthony Jay B. Regis, MU- M.Unajan, JP- J.Paring, KC- K.Caparoso, KB- K.Borce, RV (Clerk)- R.Vergara

Received by:

Calibrated by:

REMBERTO A. PATINDOL
Chairman, PMT
Date: _____

Planning Officer
Date: _____

Recommending Approval:

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

Approved:

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