VISAYAS STATE UNIVERSITY

DEPARTMENT OF HORTICULTURE
COLLEGE OF AGRICULTURE AND FOOD SCIENCE
VISAYAS STATE UNIVERSITY

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, ALJAY D. VALIDA, Head of the Department of Horticulture , 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 - June 2024.

ALJAY D. VALIDA
Department Head, DOH
Date: 15-Jul-24

SUZETTTE B. LINA
Dean, CAFS
Date: 16-Jul-2024

INFORMATION ON PERSONNEL FULL-TIME TEACHING EQUIVALENT (FTE):   Total FTE (1x2)

Personnel	Number (1)	Min. FTE		Publication	Extension
Department Head		9			
Faculty w/ Univ. Designated Position					
Regular Faculty (VSL)*		-			
Regular Faculty (TLS)*		-			
Part time Faculty		-			
Affiliate Staff					
Admin Staff Members					
TOTAL:		#REF!		#VALUE!	#REF!

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	Consolidated Targets of all acad. departments*	Details of Accom-plishments	Rating				Remark (Details of the targetted output indicators with **)
					Quality	Efficiency	Timeliness	Average	
MFO 1	ADVANCED EDUCATION SERVICES (20%)								

		1	Increase enrolment in graduate distant education program								
			1.1. Percent increase enrolment of extramural students (graduate distance education)	Department Head & Faculty	at least 2%						
			1. 2. Number of new attractive extramural programs proposed	Department Head & Faculty	1 program						
		2	Increase enrolment of graduate international students								
			2.1. Number of new international graduate students enrolled	Department Head & Faculty	1	0					
		3	Increase enrolment in graduate programs								
			3. 1. Percent increase in graduate students enrolled	Department Head & Faculty	10%	10%	5	4	4	4.33	
		4	Teach Graduate Courses								
			4.1 Total FTE monitored	Department Head & Faculty	30	28	5	5	5	5	
		5	Offer new programs and/or revise existing one								
			5.1 Number of new or revised curricular proposals submitted	Department Head & Faculty	1	2	5	5	5	5	
			5.2 Number of new or revised proposals approved by UCC	Department Head & Faculty	1	0					
			5.3 Number of new degree programs implemented	Department Head & Faculty							
		6	Increase percentage of graduate students graduating within prescribed perio								
			6.1 Percentage increase in number of graduate students who graduated within prescribed period	Department Head & Faculty	0	5%	5	5	5	5	
MFO2	HIGHER EDUCATION SERVICES										
		7	Increase the performance of graduates in licensure exams								
			7.1 Percentage passing of first time takers	Department Head & Faculty	60%						
			7.2 Percentage of programs with board exams with passing rate above the national (first time takers)	Department Head & Faculty	60%						
		8	Increase employability of graduates 2 years prior								
			8.1 Percentage of graduates employed	Department Head & Faculty	82%	25%	4	4	4	4	
		9	Increase enrolment of undergraduate students in CHED and RDC-identified programs								
			9.1 Percentage of students enrolled	Department Head & Faculty	85%	60%	4	4	4	4	
		10	Teach Undergraduate courses								

		10.1	Total FTE monitored	Department Head & Faculty	250	288.22	5	5	5	5	
	11		Monitor undergraduate degree programs implementation								
		11.1	Number of graduate degree programs/specializations offered and monitored	Department Head & Faculty	2	2	4	5	5	4.67	
	12		Increase number of students graduating with honors/distinction								
		12.1	Number of students awarded with honors/distinction	Department Head & Faculty	1						
	13		Produce teaching-learning materials for efficient delivery of instruction								
		13.1	Percentage of courses offered with approved course syllabi	Department Head & Faculty							
		13.2	Percentage of courses offered with approved Ims	Department Head & Faculty							
	14		Improve the graduation rate of undergraduate students								
		14.1	Percentage of undergraduate students who graduated within the prescribed period	Department Head & Faculty	1%	85.48%	5	5	5	5	
	15		Improve delivery of instruction services								
		15.1	Number of curricular reviews conducted	Department Head & Faculty	1						
		15.2	Number of IMs reviewed by the CCC	Department Head & Faculty	2						
		15.3	Number of course syllabi and Tos reviewed and approved	Department Head & Faculty	5	2	4	5	4	4.33	
MFO5	SUPPORT TO OPERATIONS										
	16		Increase graduation rate fo faculty-scholars								
		16.1	Number of faculty scholars who graduated	Department Head & Faculty	1						
	17		Obtain accreditation for all graduate program								
		17.1	Number of programs accredited at least 1 level	Department Head & Faculty	1						
	18		Instructional materials approved by the UIMRC								
		18.1	Number of instructional materials approved	Department Head & Faculty	2						

		#	Indicator	Responsible	Target	Actual					
		19	**Increase the percentage of graduate faculty pursuing PhD**								
		19.1	Percentage of graduate faculty	Department Head & Faculty	30% of total graduate faculty	90.90%	5	5	5	5	
		20	**Obtain COPC of graduate program**								
		20.1	Number of programs with COPC	Department Head & Faculty		2	5	5	5	5	
		21	**Increase the percentage of graduate students enrolled on schedule**								
		21.1	Percentage of graduate students enrolled on schedule	Department Head & Faculty	50%	50%	4	5	5	4.67	
		22	**Increase number of students with scholarships/assistanships**								
		22.1	Number of graduate students awarded with scholarships/assistantships	Department Head & Faculty	10						
		23	**Obtain COPC of undergraduate programs**								
		23.1	Number of program with COPC	Department Head & Faculty		1	5	4	5	4.67	
		24	**Obtain accreditation for all undergraduate programs**								
		24.1	Number of programs accredited at least 1 level	Department Head & Faculty							
		25	**Increase percentage of undergraduate students enrolled on schedule**								
		25.1	Percentage of undergraduate students enrolled on schedule	Department Head & Faculty	50%	95%	5	5	5	5	
		26	**Improve teaching performance of faculty members**								
		26.1	Percentage of faculty rated at least VS in the Teaching performance evaluation by student	Department Head & Faculty	50%	94.10%	5	5	5	5	
		26.2	Percentage of faculty rated at least VS by supervisor	Department Head & Faculty	50%	95%	5	5	5	5	
		27	**Smooth enrolment of students in the subsequent semester**								
		27.1	Percentage of courses offered with final grades submitted within the allowable period	Department Head & Faculty	100%	100%	5	5	5	5	
		28	**Improve competence of faculty in teaching, research and other functions**								

		28.1	Number of faculty pursuing advance degrees	Department Head & Faculty	2	1	4	4	5	4.33	
		28.2	Number of faculty scholars who completed their advance degrees	Department Head & Faculty	1						
		28.3	Number of faculty granted with external scholarship	Department Head & Faculty							
		28.4	Number of faculty granted with internal scholarship/fellowship	Department Head & Faculty							
		28.5	Number of faculty granted with sabbatical leave	Department Head & Faculty	1	0	4	4	4	4	
		28.6	Number of faculty granted with post-doctoral leave	Department Head & Faculty							
		28.7	Number of faculty sent to trainings, seminars and conferences	Department Head & Faculty	5	5	5	5	5	5	
	29	Comply with CSC, CHED and PRC qualification requirements									
		29.1	Number of new faculty hired with at least master's degree	Department Head & Faculty	2	1	4	4	5	4.33	
	30	Enable all students to enroll within the scheduled registration period									
		30.1	Percentage of student and validated within the scheduled registration period	Department Head & Faculty	50%	100%	5	5	5	5	
		30.2	Number of students advised during the registration period	Department Head & Faculty	100	105	5	5	5	5	
	31	Provide support to students from partner schools									
		31.1	Number of OJT MOAs prepared	Department Head & Faculty	3	3	5	5	4	4.67	
		31.2	Number of student enterns deployed and monitored	Department Head & Faculty	50	70	5	5	5	5	
		31.3	Number of thesis students advised	Department Head & Faculty	50	64	5	5	5	5	
	32	Provide mentorship to students from partner schools									
		32.1	Number of exchange students supervised	Department Head & Faculty							
		32.2	Number of students from other schools having summer program supervised	Department Head & Faculty	10						
	33	Share available facilities and expertise to other students of the university									
		33.1	Number of students from other academic departments conducting research activities served	Department Head & Faculty		3	5	5	5	5	

	34		**Augment instructional facilities**								
		34.1	Number of classrooms and lab rooms constructed and/or renovated	Department Head & Faculty	1 classroom/Laboratory						
	35		**Promply release the TPES summary result as input for coaching and mentoring activities**								
		35.1	Percentage of TPES summary results released on or before the end of the midterm exams of the succeeding semester	Department Head & Faculty	100%	100%	5	5	5	5	
	36		**Improve overall work performance of faculty members**								
		36.1	Percentage of faculty members evaluated by their supervisors	Department Head & Faculty	90%	100%	5	5	5	5	
MFO6	**GENERAL ADMISTRATION AND SERVICES**										
	37		**Efficiently utilize the allocated budget from regular agency fund (GAA)**								
		37.1	Percentage budget utilization	Department Head & Faculty	100%	110%	5	5	5	5	
	38		**Efficiently utilize allocated internally generated fund**								
		38.1	Percentage budget utilization	Department Head & Faculty	80%	85%	5	5	5	5	
	39		**Efficiently deliver needed services**								
		39.1	Number of departments/institute/offices supervised	Department Head & Faculty	1	1	4	5	5	4.67	
		39.2	Number of management meetings conducted	Department Head & Faculty	10	6	5	5	4	4.67	
		39.3	Number of committee meetings conducted	Department Head & Faculty	5	3	5	5	5	5	
		39.4	Number of routinary documents acted	Department Head & Faculty	50	65	5	5	5	5	
		39.5	Number of requests acted	Department Head & Faculty	10	20	5	5	5	5	
		39.6	Number of memoranda prepared	Department Head & Faculty	5						
		39.7	Percentage of IFWs submitted to OVPAA September 30	Department Head & Faculty	100%						
		39.8	Percentage of "Report of Actual Teaching Load" submitted to OVPAA 30 days after the start of classes	Department Head & Faculty	100%	100%	5	5	5	5	

				Department Head & Faculty	100%	85%	4	4	4	4	
		39.9	Percentage of faculty and staff submitted a DTR every month	Department Head & Faculty	100%	85%	4	4	4	4	
		39.10	Percentage of complaints, if any, addressed on time	Department Head & Faculty	10%	5%	4	4	4	4	
		39.11	Percentage of action plans implemented and monitored as scheduled	Department Head & Faculty	10%	2%	4	4	4	4	
		39.12	Monthly accomplishment report submitted on time	Department Head & Faculty	100%	100%	5	5	5	5	
		Other services									
			Percentage of NCs received and acted	Department Head & Faculty	0%	0%	5	5	5	5	
			Percentage of CARs received and acted	Department Head & Faculty	0%	0%	5	5	5	5	
MFO3	RESEARCH SERVICES										
		40	Increase the insternational publication outputs of faculty members								
		40.1	Number of Scopus, WoS and ACI publications and other reputable journals	Department Head & Faculty	2						
		41	Increase the number of research outputs completed								
		41.1	Number of outputs	Department Head & Faculty	1	1	4	5	5	4.67	
		42	Enhance the research competence of faculty								
		42.1	Number of research proposals submitted	Department Head & Faculty	1						
		42.2	Number of research proposals approved	Department Head & Faculty	1	2	5	5	5	5	
		42.3	Number of approved research projects/studies implemented	Department Head & Faculty	5	7	5	5	5	5	
		42.4	Amount of research money obtained from external source	Department Head & Faculty	5M	6M	5	5	5	5	
		42.5	Amount of research money obtained from internal sources	Department Head & Faculty	1M	500,000	5	4	4	4.33	
			Number of research outputs presented in:								
		42.6	a. International	Department Head & Faculty	2						
			b. National	Department Head & Faculty	1						

			c. regional or institutional conferences	Department Head & Faculty	1						
		42.7	Number of patent applications	Department Head & Faculty	1						
		42.8	Number of patents approved	Department Head & Faculty	1						
		42.9	Number of creative works publised	Department Head & Faculty							
		42.10	Number of research articles derived from approved research in the university, submitted	Department Head & Faculty	2						
		42.11	Number of research articles derived from approved research in the university, publised	Department Head & Faculty	2						
MFO4	**EXTENSION SERVICES**										
	43		Increase the research outputs utilized by the industry or by other beneficiaries								
		43.1	Number of research outputs	Department Head & Faculty	1	1	5	5	4	4.67	
	44		Engage in active partnership with LGUs, industries, NGOs, NGAs, SMEs and other stakeholders as a result of extension activities								
		44.1	Number of MOUs/MOA	Department Head & Faculty	1	1	4	5	5	4.67	
	45		Increase the number of trainees weighted by the length of training								
		45.1	Number of trainees weighted by the length of training	Department Head & Faculty	500	326.25	5	5	5	5	
	46		Undertake extension programs and projects consistent with VSUs mandated and priority programs								
		46.1	Numb extension programs projects conducted	Department Head & Faculty	2	2	5	5	5	5	
	47		Increase the percentage of beneficiaries who rated the training course as satisfactory or higher in terms of quality and relevance								
		47.1	Percentage beneficiaries who rated the training course as satisfactory or higher in terms of quality and relevance	Department Head & Faculty	95%	96%	5	5	5	5	
	48		Enhance extension competence of the faculty								
		48.1	Number of extension proposals submitted	Department Head & Faculty	1	1	4	5	4	4.33	
		48.2	Number of extension proposals approved	Department Head & Faculty	1						
		48.3	Number of approved extension projects implemented	Department Head & Faculty	2	2	5	5	5	5	

			Number of extension outputs presented in:								
		48.4	a. International	Department Head & Faculty							
			b. National	Department Head & Faculty							
			c. regional or institutional conferences	Department Head & Faculty							
		48.5	Number of extension activities conducted	Department Head & Faculty	2	2	5	4	5	4.67	
		48.6	Number of trainings, seminars and for a conducted	Department Head & Faculty	3	13	5	5	5	5	
			Number of expert services rendered:								
		48.7	a. peer reviewer of journal/book	Department Head & Faculty	5	2	4	5	5	4.67	
			b. reviewer of research and extension proposals	Department Head & Faculty	2						
			c. resource speaker/person (panelist, discussant, judge in academic and research competition, moderator in conferences, convenor, organizer, facilitator)	Department Head & Faculty	100	10	4	4	5	4.33	
		48.8	Number of IEC materials developed	Department Head & Faculty							
		48.9	Number of IEC materials distributed	Department Head & Faculty							
		48.10	Number of extension articles derived from approved extension in the university, submitted	Department Head & Faculty							
		48.11	Number of extension articles dervied from approved extension in the university publised	Department Head & Faculty							
		48.12	Amount of money obtained from external sources	Department Head & Faculty							
		48.13	Amount of money obtained from internal sources	Department Head & Faculty							
	49		**Share best practices to other institutions**								
		49.1	Number of external institutions/agencies conducting benchmarking activities served			2	5	5	5	5	

Total Over-all Rating										290.68	
Average Rating										**4.840**	
Adjectival Rating										**Outstanding**	

Received by:

Calibrated by:

Approved:

TONI MARC L. DARGANTES
Planning Office
Date: JUL 1 5 2024

ELWIN JAY D. YU
Chairman, PMT
Date: 7-15-24

PROSE IVY G. YEPES
OIC, University President
Date: 09/06/24

* The College target should be equal to the consolidated target of the departments under the College.

** To indicate in the remarks column the details of the targetted outputs for easy review and calibration.

*** No percentage weight for ranking purposes since the Office of the Dean is automatically attached to the highest ranking department under him.