target blank if PI is not applicable. Cells in yellow color (if present) need to be filled-up or checked for data accuracy. INSTRUCTION: To facilitate formula-assisted consolidation, don't delete nor add rows & columns. Dean's Office will hide blank rows after consolidation. Don't delete cell formulas. Use provided blank rows for additional Performance Indicators. Leave

INSTITUTE OF HUMAN KINETICS Visayas State University Visca, Baybay City, Leyte College of Education

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

period July to December 2017 I, ALELI A. VILLOCINO, Head of the Institute of Human Kinetics, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the

January 22, 2018

Dean, College of Education LIJUERAJ J. CUADRA

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

Number

FTE/sem

Regular Faculty (Teacher's Leave) Regular Faculty (Vac. & Sick Leaves) Faculty w/ Univ. Designated Position Department Head 10 0 H 8.0 4.0 18.0

Part time Faculty Members

Actual

Actual 0.0

Admin Staff Members

FTE/Summer 8.00 0.00 0.0 FTE Total 180.00 Rating Equivalents: 5 - Outstanding 4 - Very Satisfactory 3 - Satisfactory 2 - Fair 1 - Poor

0.0 0.0

					Actual Accomplishment	ishment			Rating		
MFO No.	MFO Descrip- tion	Success/Performance Indicator (PI)	Units/Persons Responsible*	Target	% Accomplishment as of December 2017	Details of Accom- plishmnt	Quality	Efficiency	Timeliness	Average	Remark
UMFO 1:	ADVANCED EDI	ADVANCED EDUCATION SERVICES									
	MFO 1. Gradua:	MFO 1. Graduate Deggree Program Management Services									
		PI1: Number of graduate degree	ω	ω							
		specializations offered and monitored									
		PI2: Total FTE monitored									
		-with EdD	Faculty	1	3.25	3.25	5	5	v	5.0	
		-with MS	Faculty	5	2.37	4.75	5	5	5	5.0	
		P13: Percentage increase in number of	Faculty	(J							
		graduate students enrolled									
		PI4: Percentage increase in the number of	Faculty	ω							
		students who graduated within prescribed period									
	MFO 2: Gradua	MFO 2: Graduate Student Management Service									

																							UMFO 2				
St	St	PI 6 Adv	0	0	<u>P16</u>	• AI	•A1	*	*	*	PI 5 est	BEED	BSED	PI4:	PI3. unc	PI2:					PI1	MFO 1: Curricu	HIGHER EDUCATION SERVICES	awa	PI3:	PI2: awa who	awa
Student related activities assisted	Student organizations advised	PI <u>6b</u> . No. of student organi-zations Advised/Assisted	On consultation	On field practice	PI 6a. Number of students advised	•Awards/Honors Received by Students:	Awards/Honors Received by:	* International	* National	*Local	PI 5. Number of academe/Industry linkage established	D	ED	Pl4: Percentage passing of students in the licensure board examination	Pl3: Percentage increase in the number of undergraduate students who graduated within prescribed period	PI2: Percentage increase of undergraduate students enrolled	-Part timers	- with BS	- with MS	- with PhD	Pl1: Total FTE monitored	MFO 1: Curriculum Program Management Services	N SERVICES	awarded with honors/destinction	Pl3: Number of graduate students	Pl2: Percentage of graduate students awarded with scholarship/assistantship who graduated within prescribed period	PI1. Number of graduate students awarded with scholarship/assistantship
Head, Faculty			Head, Faculty	Head, Faculty		Head, Faculty & Affiliate Staff	Head, Faculty	Head, Faculty	Head, Faculty	Head, Faculty						Faculty	Faculty	Faculty	Faculty	Faculty							
13	7		450	75		50	4	1	4	9					85%	60%	5	19	54	18							
1.15	1.14		1.11	1.16		1.6	7	ı	1.5	1.55					1.13	1.16		2.06	1.88	.92							
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											=																

			UMFO 3													-									
In refereed nat'l journals	In refereed int'l journals	Pl1: Number of published papers	RESEARCH SERVICES	Number of articles/news feature posted on Web Team & Obelisk	Number of Students Oriented on BSED MAPEH program and institute policies	Accreditation of curricular program (4TH LEVEL PHASE B)	PI 8. Additional outputs	Revised Sports Scoresheets for co- curricular activities	Musical Scores for Choral and Instruments	Revised Powerpoint lect. presentation (per course)	New Powerpoint lecture presentation (per course)	Revised Lab. Manual	New lab. manual	Revised lecture manual	Organized Workshops/ Sports Clinic	Identification of Instructional needs priorities and materials for procurement	Compliance of AACUP Accrediatation Recommendation	Proposal from Non-Thesal to Thesis Program	Revision of Intramural Sports Program	Info Drive to promote undergrad and MaEd Program	Review with syllabus- Instructional Materials	New lecture manual	Revised syllabi	New syllabi	PI 2. Number of instructional materials developed
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				2.00%	0 1.32%	1.00%		1.67%	1.33%	1.30%	1.20%				1.25	2 1.25	1%	1%	. 2	1	1.6		1.4	2	
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								MFO 4													
								EXTENSION SERVICES													
PI 6. Percent of extension proposals approved	PI 5. Number of extension proposals submitted	PI 4. Number of extension projects conducted and/or completed on schedule	Individuals	Groups	P13. Number of beneficiaries served	PI 2. Number of IEC materials/technoguides developed/used	PI 1. Number of days trained weighted by length of training	RVICES	No. of research-related awards (research conducted by faculty or student w/ faculty)	PI 8. Additional outputs	PI 7. Amount of research money generated from institutional funding (Thousand PHP)	PI 6. Amount of research money generated from external funding (Thousand PHP)	PI 5. Percent of research proposals approved	PI 4. Number of research proposals submitted	Pl 3. Number of research projects conducted and/or completed on schedule	In institutional fora/conferences	In reg'l fora/conferences	In nat'l fora/conferences	In int'l fora/conferences	PI 2. Number of research outputs presented in	In institutional journals
				Head, Faculty					-												
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	4.7	4.7	5.0				5.0							3.0	3.0						

												UMFO 5					
											MFO 1: Facult	SUPPORT TO OPERATIONS					
MFO 2 As Department Head	P9 Attendance to meetings and other related school activities	P8 Coordinated workshops, sports clinics and trainings	P7 Committee Assignments as a member/chairperson organized by the university	P6 Number of State Colleges and Universities coordinated for Regional SCUAA	P5 Number of sports/wellness activities (Faculty and Staff Sportsfest, University Intramural Games, University Goodwill Games)	P4 Recommends faculty to attend training or seminars related to their field of specialization	Attended workshops, trainings, sports	P3. Coordinated workshops, sports clinics	P2 Organized Workshops/ Sports Clinic	PI1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted	MFO 1: Faculty Development Services	PERATIONS	No. of extension-related awards (extn. conducted by faculty or studnt & faculty)	Other Outputs	PI9: Number of partnerships/linkages	PI.8. Amount of extension money generated from institutional funding (Thousand PHP)	PI 7. Amount of extension money generated from external funding (Thousand PHP)
	Head, Faculty	Head, Faculty	Head, Faculty & staff (university-wide)	Dean,Sports Directors, Faculty and Staff	Faculty					Faculty					Head, Faculty		
	30	15	45	11	4	5	12	4	4	7					1	50,000	
	1.33	1.33	1.14	1	1.33	1.0	.67	2%	2%	1.14					1		
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	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0					5.0		

PII: Percentage of faculty rated by students with at least outstanding rating in	MFO 4: Faculty Evalution Services (IHK)	Pl1: Number of faculty recruited/hired Head & Institute aligned with Personnel Committee	MFO 3: Faculty Recruitment/Hiring Services	P8 Recommended 39 varsity coaches/assistant coaches to the Office of the President Head	P7 Submitted program for accreditation He	P6 Approved permits of students, faculty/staff and agencies (government & nongovernment organizations) in the use of the sports facilities	P6 Prepared teaching assignments and other assigned tasks/functions of faculty & staff	P5 Issued memos to faculty & administrative/support staff members for effective implementation of plans and programs of the institute.	P5 Submitted budget proposals of sports programs, university-wide sportsfest, institute and university anniversary activities	P4 Conducts in-service training activity for improvement of instruction in the institute at least once per semester.	P3 Monitored the attendance of aculty in varied academic and co-curricular activities.	P2 Prepared office orders, memoranda and other documents relative to academic and othern concerns	P1 Supervised and monitored the implementation of instructional p projects and activities
	MFO 4: Faculty Evalution Services (IHK)	r of faculty recruited/hired	MFO 3: Faculty Recruitment/Hiring Services	nded 39 varsity stant coaches to the Office of		ment & the use	P6 Prepared teaching assignments and other assigned tasks/functions of faculty & staff	P5 Issued memos to faculty & administrative/support staff members for effective implementation of plans and programs of the institute.	P5 Submitted budget proposals of spor programs, university-wide sportsfest, institute and university anniversary activities	P4 Conducts in-service training activity improvement of instruction in the inst at least once per semester.	P3 Monitored the attendance varied academic and co-curricu activities.	P2 Prepared office order other documents relative othern concerns	P1 Supervised and n implementation of i projects and activition
	y Evalution Services (IHK)	r of faculty recruited/hired	y Recruitment/Hiring Services	nded 39 varsity stant coaches to the Office of		ment & the use	P6 Prepared teaching assignments and other assigned tasks/functions of faculty & staff	P5 Issued memos to faculty & administrative/support staff members for effective implementation of plans and programs of the institute.	P5 Submitted budget proposals of spor programs, university-wide sportsfest, institute and university anniversary activities	P4 Conducts in-service training activity improvement of instruction in the inst at least once per semester.	P3 Monitored the attendance varied academic and co-curricu activities.	P2 Prepared office order other documents relative othern concerns	P1 Supervised and r implementation of i projects and activitie
Head, Faculty		Head & Institu		Head	표	I			ţ	for	of aculty in Ilar	rs, memoranda and e to academic and	P1 Supervised and monitored the implementation of instructional programs, projects and activities
		ittee		Head & Varsity Sports Coordinator	Head, Faculty & staff	Head, faculty in-charge of university sports facilities, clerk & support staff	Head, Faculty & staff (university-wide)	Head	Head, faculty	Head, faculty	Head	Head	Head, faculty, coaches, program coordinators
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									GENERAL ADN				MFO 6: Progr	
Pl 9. Number of supplies & sports equipment purchased	PI 8. Number of sports facilities maintained	PI 7. Periodic inventory of equipment, supplies and materials	PI6. Number of budget proposals and financial requirements of department & university programs endorsed to finance committee	PI 5. Number of athletic equipment maintained	PI 4. Number of academic lecture/laboratory rooms maintained	PI 3. Number of documents attended and served	Pl 2. No. of management meetings conducted	PI 1. Number of departments and/or service units supervised and monitored	GENERAL ADMINISTRATION AND SUPPORT SERVICES	Pl3: Readiness to SUC levelling by CHED and DBM	Pl2: Degree program compliant with CHED	PI1: Number of degree program which passed accrediation/evaluation at least Level 1	MFO 6: Program and Institutional Accreditation Services	PII: Number of graduating high school students who took the exam resulting from information drive
Head, property custodian, service pe coordinator, varsity sports coordinator	Head, faculty in-charge of university sports facilities, clerk &	Head, Admnistrative staff, property custodian	Head	Head, Administrative Staff	Head, Administrative Staff	Head	Head	Head, Faculty and Staff, Dean, President, VP & Students		Head, dean, program coordinator, faculty & staff	Head, dean, program coordinator, faculty & staff	Head, Dean, program coordinator		
250	18	з	4	800	80	1,000	25	20		1	1	1		
1.25	1.11	1.5		1.25	1.25	1.5	1.25	1.25		1	1	בן		
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Adjectival Rating Average Rating Total Over-all Rating P11. Host to Regional SCUAA 2017 personnel actions (recruitment, renewals, PI 10. Number of personnel endorsed for enhance and strengthen human relations fellowships/Team building activity to P12. Organized a Team IHK **Additional Outputs** served Zero percent complaint from clients to engage in outside activities, etc.) promotions, leaves, pass slips, permission Head & IHK Personnel Administration, Faculty, Head, Faculty. Staff Staff & Students Committee 25 0 100% -H 40 0 4.92 379 377 5 S 5 4.89 S 5 5 4.85 374 S U v 378.5 4.91 5.0 5.0 5.0 18.96 1508.5 Outstanding

Received by:

Date:

Chairman, PMT REMBERTO A. PATINDOL