

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

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 the indicate measures for the period January - June 2021.

Ragy ANALYN M. MAZO Department Head

TOTAL

Date:

Personnel

Department Head

Part time Faculty

Regular Faculty (VSL)*

Regular Faculty (TLS)*

Admin Staff Members

RDE Commitments***

26.0

Publication Extension Research 3.0 0 2.0 21.0 0.0 0 0.0

2 - Fair 1 - Poor

MA. THERESA P. LORETO

College Dean

5

Rating Equivalents. 5 - Outstanding 4 - Very Satisfactory 3 - Satisfactory

Note:

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

3

Number Min. FTE (2)

8.1

1.16

127

156

67

0

358.06

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

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

Faculty w/ Univ. Designated Position

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

							Actual		Ratin					
MFO No.			Success/Performance Indicator (PI)		Units/Person s Responsible	Target	nliehment	Accom-	ualit	Efficiency	Timeliness	Average	Remark (Details of the targetted outputs indicators with *)	% weight
MFO 1	ADVANCED EDUCATION SERVICES (20%)													
	OVPI N	IFO	1. Graduate Degree Program Management S	ervices										

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				0		39 (4)								
	1	enç	1. Percentage of graduate school faculty gaged in research work applied in any of the owing:		Dept. Head & Graduate Faculty	,								4%
		a.	pursuing advanced research degree program (Ph.D) *		CCBatistel, BLARegis, SACesar & RDPoliquit	10%	307.00%	4 over 13	1	4	4	4.333	10% of 13 is 1.3 only	
		b.	actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)		Dept. Head & Graduate Faculty	70%	111.00%	10 of 13 graduate faculty are involved in research	5	5	4	4.667	70% of 13 is 9 only	
			producing technologies for commercialization or livelihood improvement											
		d.	whose research resulted in an extension program											
	OVPI N	/IFO	2. Graduate Student Management Services											
	PI 1: Pe		ntage of graduate students enrolled in research grams *		Dept. Head & Faculty									2%
	Pl 2: Pe	ercer	tage of accredited graduate programs *		Dept. Head & Faculty									2%
	and mo	nitor			Dept. Head & Faculty	2	100.00%	2/2	5	5	5	5	MS Botany, MEd major in Biology (Offers Biology major subjects)	2%
	<u>PI 4:</u> T	otal l	FTE coordinated, implemented & monitored*		BSB, HVO, BLAR,HRM, RDP	5	168.00%	8.38/5	5	5	5	5.00	8.38 over the target 5	2%
	PI 5: Penrolled		ntage increase in number of graduate students		Dept. Head & Faculty									2%
	1		ntage increase in number of students who ithin prescribed period *		Dept. Head & Faculty									2%
	PI 7: N honors/		er of graduate students awarded with nction *		Dept. Head & Faculty									2%
	<u>PI 8:</u> N	umb	er of graduate students advised *		Dept. Head & Faculty	10	230.00%	23/10	5	5	5	5	Accomplishment is 23 over the target which is only 10	2%
	PI 9: Nu	ımbe	er of instructional materials developed *		Dept. Head & Faculty									

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4	On-line ready courseware	RMRM	1	100.00%	1/1	5	5	4	4.667		
	Flexible instructional materials			100.0070					1.007		
	Assessment tools										
	Syllabus	BSB	1	200.00%	2/1	5	5	4	4.667	Syllabus in Biol 215 and Biol 217	
	PI 10: Number of virtual classrooms created and operationalized	BSB, RDP, BLAR. RMRM, HVO	5	100.00%		5		5		Botn 215, Botn 217, Biol 205, Biol 227	
MFO 2	HIGHER EDUCATION SERVICES (50%)										
	PI 1. Percentage of first time licensure exam takers that pass the licensure exams *	Dept. Head & Faculty	NA								7.5%
	PI 2. Percentage of graduates (2 years prior) that are employed *	Dept. Head & Faculty	80%	118%	95/80	5	5	5	5	Of the 47 graduates, 2 cannot be contacted, but 44 are employed and 1 is currently pursuing graduate studies.	2.5%
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *	Dept. Head & Faculty	BSBio-100; BS Marine Bio-50	BSBio - 144%; BS Mar Bio- 112%	BSBio - 142; BS Marine Bio- 56	5	5	5	5	BS Bio=142/100; BS Marine Bio=56/50	2.5%
	PI 4. Percentage of undergraduate programs with accreditations *	Dept. Head & Faculty	50%	100%	50/50	5	5	5	5	DBS offers BS Bio and BS Marine Bio. BS Bio is for Level IV evaluation but BS Marine Biology is not yet illigible to undergo AACCUP accreditation because it is a new program offering and no graduates yet are produced.	2.5%
	PI 5: Total FTE, coordinated, implemented and monitored *	Dept. Head & Faculty	100	358.06%	358.06	5	5	5	5		20%
	PI 8: Number of students advised: *	Dept. Head & Faculty									
	On thesis/ field practice/special problem	Dept. Head &	30.00	1.00	30/30	5.0	5.0	5.0	5.0		1%

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	No. of approved manuscript submitted within prescribed period										1%
	On consultation (academic adviser)	Dept. Head & Faculty	100	204.00%	204/100	5.0	5.0	5.0	5.0	204 students advised/100 target	0.5%
	PI 9: Number of student organizations advised/ assisted *	Dept. Head & Faculty									
	Student organizations advised		1	200.00%	2/1	5.0	5.0	5.0	5.0	Advise OBioS and CAS-SSC =2	1.25%
	Student organizations assisted on student related activities	EKLS	1	100.00%	1/1	5.0	5.0	5.0	5.0	Assisted CAS-SSC in implementing student related activities during the CAS-Month; Participated during the BioWeek Celebration (part of the committee)-EKS	1.25%
	PI 10: Number of instructional materials developed *	Dept. Head & Faculty									10%
	On-line ready courseware	Dept. Head & Faculty	10	410.00%	41/10	5.0	5.0	4.0	4.7	Please see attached list	
	Flexible instructional materials	Dept. Head & Faculty		410.0070	41/10	0.0	0.0	7.0	7.7	1 loade det attached list	
	Assessment tools (long quiz, exams, problem sets)	Dept. Head & Faculty									
	PI 10: Number of virtual classrooms created and operationalized	Dept. Head & Faculty	10	390.00%	39/10	5.0	5.0	5.0	5.0	Please see attached list	
	PI 11: Additional Outputs	Dept. Head & Faculty									
	Number of workshops attended related to instruction	Dept. Head & Faculty	1	200.00%	2/1	5.0	5.0	5.0	5.0	Please attached see list	
	Number of syllabus made/revised	Dept. Head & Faculty	5			5.0	5.0	4.0	4.7	Please see attached list	
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									2%
	Pl 2. Number of research outputs completed/conducted within the year *	Dept. Head & Faculty	10	260.00%	26/10	5.0	5.0	4.0	4.7	Please see attached list	2%
919778 0 - Tanah Madil Advan	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	Dept. Head & Faculty	4	150.00%	6/4	5.0	5.0	5.0	5.0	Please see attached list	

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	In refereed int'l journals		-			T					1.50%
	In refereed nat'l/regional journals										0.50%
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences *	Dept. Head & Faculty									
	In int'l fora/conferences										1.50%
	In nat'l/regional fora/conferences	JGB et.al./HRM et .al.	1	200.00%	2/1	5.0	5.0	5.0	5.0	Presentation during ACES and PAMS	0.50%
	In institutional conferences/forum	AMM, SAC, FOP, RMRM, JCE, JGB, BSB, ARRF	5	160.00%	8/5	5.0	5.0	5.0	5.0	Please see the attached list	
	PI 5. Percent of research proposals approved *	Dept. Head & Faculty									0.5%
	PI 6. Additional outputs*	Dept. Head & Faculty									
	No. of research-related awards (research conducted by faculty or student w/ faculty)	FOP	1	100.00%	1/1	5.0	5.0	5.0	5.0	Best Research Poster during the Annual Symposium of the Association of Systematic Biologists in the Philippines held last May 31-June 2, 2021	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 *	HRM & Extension component leaders	2	200.00%	4/2	5.0	5.0	5.0	5.0	DENR, BFAR, LGUs, PASAR	2.0%
	PI 2. Number of trainees weighted by the length of training *	Dept. Head & Faculty									2%
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs *	Dept. Head & Faculty									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*	Dept. Head & Faculty									1%

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	PI 5. Number of technical/expert services *	Dept. Head & Faculty				Τ					1%
	Research Mentoring										1
	Peer reviewers/Panelists					T					1
	Resource Persons								-		
	Convenor/Organizer										1
	Consultancy	HRM	1	100%	1/1	T				Engagement with PASAR, Isabel	1
	Evaluator										
	PI 8. Percent of extension proposals approved *	Dept. Head & Faculty									0.5%
	PI 11. Additional outputs *	Dept. Head & Faculty									
	No. of extension-related awards (extn. conducted by faculty or student & faculty) *										1.5%
MFO 5	Support to Operations										
	OVPI MFO 1. Faculty Development Services										\top
	PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted *	SAC, RDP, CCB, BLAR	4	100.00%	4/4	5.0	5.0	4.0	4.7		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 *	Dept. Head & Faculty	5		1					July-December accomplishment	0.125
***************************************	OVPI MFO 3. Faculty Evaluation Services					T					1
	PI 3: Number of seminars/trainings/ conventions/workshops coordinated for entire university *	Dept. Head & Faculty									0.259
	PI 4: Number of seminars/trainings/ conventions/workshops coordinated outside of the university *	Dept. Head & Faculty									0.25
	PI 5: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated *	Dept. Head & Faculty	85	118.00%	100/85	5.0	5.0	5.0	5.0	See attached summary evaluation	0.759

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	P16 : Number of in-house seminars/trainings/ workshops/reviews conducted *	Dept. Head & Faculty	1	200.00%	2/1	5.0	5.0	5.0	5.0	Conducted syllabus making workshop and Research proposal writing to DBS faculty	0.25%
	PI 7 : Additional outputs *	Dept. Head & Faculty									
	Number of faculty/staff awards/honors received related to operations support										0.25%
	OVPI MFO 4. Program and Institutional Accreditation Sen	vices									
	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	0	100.00%	0	5.0	5.0	5.0	5.0	Zero non-conformity (No NC)	2.50%
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	1							July-December accomplishment	1%
	Pl 2. Zero percent complaint from clients served	Dept. Head & al faculty & staff									2%
	PI 3. Number of coaching sessions among faculty & staff**	Dept. Head	1							July-December accomplishment	
	PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**	Dept. Head	1	100.00%	1/1	5.0	5.0	5.0	5.0		
	PI 5. Number of monthly/special faculty & staff meetings conducted**	Dept. Head	6	167.00%	10/6	5.0	5.0	5.0	5.0	Conducted regular monthly meeting and special meetings	
	PI 3: Additional Outputs	Dept. Head & all faculty & staff		,							
	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%
Total Over							57.000				
Average R						4.906					
Adjectival	Rating						Out	standi	ng		

Received by: DANIEL LESLIE S. TAN
Planning Office Date:

Calibrated by REMBERTO A. PATINDOL Chairman, PMT Date:

Recommending Approval:

BEATRIX S. BELONIAS

Vice Pres, for Academic Affairs Date: 918 21

Approved: EDGARDO E. TULIN

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