



**VISAYAS**  
STATE UNIVERSITY



**DEPARTMENT OF TOURISM AND  
HOSPITALITY MANAGEMENT**

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**OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)**

I, VENICE B. IBANEZ, Head of the Department of Tourism and Hospitality Management, 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 2022.

VENICE B. IBANEZ

Department Head

Date: \_\_\_\_\_

MOISES NEIL V. SERIÑO

College Dean

Date: 7/19/22

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

Personnel	Number (1)	Min. FTE (2)	Total FTE (1x2)		RDE Commitments***		
					Research	Publication	Extension
Department Head	1	10	10.0	0.0	0	0	1
Faculty w/ Univ. Designated Position	2	20	40.0	0.0	0	0	0
Regular Faculty (VSL)*	1	30	30.0	0.0	0	0	0
Regular Faculty (TLS)*	6	40	240.0	0.0	0	0	1
Part time and Substitute Faculty	5	40	200.0	0.0	0	0	0
Admin Staff Members	3	0					
<b>TOTAL:</b>	<b>18</b>		<b>520</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>2</b>

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

Note: \* On vacation-sick-leave status. Ratio of Instruction and RDE commitments should be 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		Rating				Remark (Details of the targetted output indicators with **)
				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
MFO 1	ADVANCED EDUCATION SERVICES (20%)									
	OVPI MFO 1. Graduate Degree Program Management Services									

% weight

1	PI 1. Percentage of graduate school faculty engaged in research work applied in any of the following:	Dept. Head & Faculty	N/A									4%
a.	pursuing advanced research degree program (Ph.D) *		N/A									
b.	actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)		N/A									
c.	producing technologies for commercialization or livelihood improvement		N/A									
d.	whose research resulted in an extension program		N/A									
<b>OVPI MFO 2. Graduate Student Management Services</b>												
	PI 1: Percentage of graduate students enrolled in research degree programs *	Dept. Head & Faculty	N/A									2%
	PI 2: Percentage of accredited graduate programs *	Dept. Head & Faculty	N/A									2%
	PI 3: Number of graduate degree specializations offered and monitored *	Dept. Head & Faculty	N/A									2%
	PI 4: Total FTE coordinated, implemented & monitored*	Dept. Head & Faculty	N/A									2%
	PI 5: Percentage increase in number of graduate students enrolled *	Dept. Head & Faculty	N/A									2%
	PI 6: Percentage increase in number of students who graduated within prescribed period *	Dept. Head & Faculty	N/A									2%
	PI 7: Number of graduate students awarded with honors/distinction *	Dept. Head & Faculty	N/A									2%
	PI 8: Number of graduate students advised *	Dept. Head & Faculty	N/A									2%
	PI 9: Number of instructional materials developed *	Dept. Head & Faculty	N/A									
	On-line ready courseware		N/A									



	Flexible instructional materials			N/A								
	Assessment tools			N/A								
	PI 10: Number of virtual classrooms created and operationalized			N/A								
<b>MFO 2</b>	<b>HIGHER EDUCATION SERVICES (50%)</b>											
	PI 1. Percentage of first time licensure exam takers that pass the licensure exams *	Dept. Head & Faculty	N/A									7.5%
	PI 2. Percentage of graduates (2 years prior) that are employed *	Dept. Head & Faculty	80%	100%		5	5	5	5	Traced students (7), all are employed. Total graduates 97		2.5%
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *	Dept. Head & Faculty	100%	100%		5	5	5	5			2.5%
	PI 4. Percentage of undergraduate programs with accreditations *	Dept. Head & Faculty	100%	50%		3	3	3	3	Still waiting for the BSHM COPC; Submitted the document last June 2021, follow ups were made but no feedback from CHED yet		2.5%
	PI 5: Total FTE, coordinated, implemented and monitored *	Dept. Head & Faculty	520	367.20		4.5	4.5	4.5	4.5	2nd semester 2021-2022 teaching e		20%
	PI 8: Number of students advised: *	Dept. Head & Faculty										
	On thesis/ field practice/special problem		60.00	82.00		5	5	5	5	Thesis (14) + Internship report (68)		1%
	No. of approved manuscript submitted within prescribed period		60.00	82.00		5	5	5	5			1%
	On consultation		230	468.00		5	5	5	5			0.5%
	PI 9: Number of student organizations advised/ assisted *	Dept. Head & Faculty										
	Student organizations advised		2	4		5	5	5	5	Torah, SHoTS, CME-SSC, Tarsier		1.25%
	Student organizations assisted on student related activities		2	4		5	5	5	5	1 activity per organization		1.25%

	PI 10: Number of instructional materials developed *	Dept. Head & Faculty									10%
	On-line ready courseware	Dept. Head & Faculty	5	8		5	5	5	5		
	Flexible instructional materials	Dept. Head & Faculty	10	95		5	5	5	5	supplemental materials for flexible learning (notes, videos, cases, and others)	
	Assessment tools	Dept. Head & Faculty	10	49		5	5	5	5	includes lab exercises, term papers, and others)	
	PI 10: Number of virtual classrooms created and operationalized	Dept. Head & Faculty	27	25		5	5	5	5	updated and operationalized 2nd semester 2021-2022 VCs	
	PI 11: Additional Outputs	Dept. Head & Faculty		1		5	5	5	5	Facilitated the participation and attendance of tourism management	
				3		5	5	5	5	Industry linkages for Internship (HIAP, Rajah, ACHI)	
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	0								2%
	PI 2. Number of research outputs completed within the year *	Dept. Head & Faculty	1	0		1	1	1	1		2%
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	Dept. Head & Faculty	3	2		4	4	4	4	Papers for review	
	In refereed int'l journals	Dept. Head & Faculty									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	1		5	5	5	5	Student thesis work	1.50%
	In nat'l/regional fora/conferences		1	0		1	1	1	1		0.50%
	PI 5. Percent of research proposals approved *	Dept. Head & Faculty	50%	0		4	4	4	4	Proposal is approved in principle, but funding is insufficient	0.5%



	PI 6. Additional outputs*		Dept. Head & Faculty									
	No. of research-related awards (research conducted by faculty or student w/ faculty)											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 *		Dept. Head & Faculty	4	4		4	4	4	4	LGU-Tolosa; PMPI; LGU-Merida, and LGU-Inopacan/AER	2.0%
	PI 2. Number of trainees weighted by the length of training *		Dept. Head & Faculty	100	30		3	3	3	3		2%
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs *		Dept. Head & Faculty	1	2		5	5	5	5	ALS-EST Project and COLLABDev Project (ISRDS lead proponent)	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	90%	95%		5	5	5	5		1%
	PI 5. Number of technical/expert services *		Dept. Head & Faculty									1%
	Research Mentoring			1	1		4	4	4	4	Thesis advising facilitation for faculty	
	Peer reviewers/Panelists				1		5	5	5	5	NVD	
	Resource Persons			1	5		5	5	5	5	VBI, RGO, NCB, NVD, HMEQ	
	Convenor/Organizer			1	1		5	5	5	5	CME Event / DTHM	
	Consultancy				1		5	5	5	5	RGO	
	Evaluator											
	PI 8. Percent of extension proposals approved *		Dept. Head & Faculty	50%	100%		5	5	5	5	1 over 1; another 1 for revision	0.5%
	PI 11. Additional outputs *		Dept. Head & Faculty									
	No. of extension-related awards (extrn. conducted by faculty or student & faculty) *											1.5%

10%

10%

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 *	Faculty	2	2		5	5	5	5	Ongoing (new)- SPNayre; Ongoing (reinstated)- MCLao	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	2	5		5	5	5	5	Part-time instructors (2nd sem 2021-2022)	0.125%	
	OVPI MFO 3. Faculty Evaluation Services											
	PI 3: Number of seminars/trainings/ conventions/workshops coordinated for entire university *	Dept. Head & Faculty	1	1		5	5	5	5	Webinar on "Politics and the Future of Tourism"	0.25%	
	PI 4: Number of seminars/trainings/ conventions/workshops coordinated outside of the university *	Dept. Head & Faculty	1	0		1	1	1	1		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	80%	87%		5	5	5	5	2 out of 15 got Satisfactory rating in 50% of the subjects	0.75%	
	PI 6: Number of in-house seminars/trainings/ workshops/reviews conducted *	Dept. Head & Faculty	1	82		5	5	5	5	In-house reviews for thesis and internship reports	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 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	100%	100%		5	5	5	5	Zero non-conformity	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	2		5	5	5	5		1%	
	PI 2. Zero percent complaint from clients served	Dept. Head & all faculty & staff									2%	



	PI 3. Number of coaching sessions among faculty & staff**		Dept. Head	2	1		4	4	4	4	1 per semester	
	PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**		Dept. Head	2	1		4	4	4	4		
	PI 5. Number of monthly/special faculty & staff meetings conducted**		Dept. Head	10	15		5	5	5	5	Department- 6; TM Core- 5; HM Core- 4	
	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-all Rating												
Average Rating												
Adjectival Rating												

5%

Received by:

  
**TONI MARC DARGANTES**

 Planning Office  
 Date: **AUG 10 2022**

Calibrated by:

  
**DANIEL LESLIE S. TAN**

 Chairman, PMT  
 Date: **AUG 26 2022**

Approved:

  
**EDGARDO E. TULIN**

 President  
 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