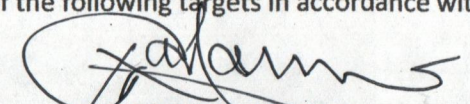Visayas State University
College of Management and Economics
DEPARTMENT OF BUSINESS AND MANAGEMENT
Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, <u>ANTONIO P. ABAMO</u>, Head of the Department of Business and Management, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicat attainment of the following targets in accordance with the indicated measures for the period January to June 2017

ANTONIO P. ABAMO
Department Head
Date: Sept. 4 , 2017

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

Personnel	Number	FTE(1ST SEM)	FTE(2ND SEM)	FTE/Summer	FTE Total
Department Head	1	N/A	4.0	N/A	4.00
Faculty w/ Univ. Designated Position	1	N/A	2.5	4.3	6.75
Regular Faculty (Vac. & Sick Leaves)	7	N/A	198.47	1.67	200.14
Regular Faculty (Teacher's Leave)	2	N/A	0.0	N/A	0.00
Part time Faculty Members	5	N/A	292.1	11.4	303.50
Admin Staff Members	3	N/A	0.0	N/A	0.00
Affiliate Staff	6	N/A	75.90	2.25	78.15

Rating Equivalent
5 - Outstanding
4 - Very Satisfacto
3 - Satisfactory
2 - Fair
1 - Poor

MFO No.	MFO Descrip-tion	Success/Performance Indicator (PI)	Units/Persons Responsible*	Target	Actual Accomplishment		Rating				Remar
					Accom-plishment as of June. 2017	Details of Accom-plishmnt	Quality	Efficiency	Timeliness	Average	
	Advanced Education Services	**1. Graduate Degree Program Management Services**									
		PI1: Number of graduate degree specializations offered and monitored	Amestoso,Teves, Pomida, Salabao, Abamo	1	2.00	100%	5	5	5	5	

		PI2: Total FTE monitored	Amestoso,Teves, Pomida, Salabao, Abamo	18	41.99	147%	5	5	5	5
		PI3: Percentage increase in number of graduate students enrolled	Amestoso,Teves, Pomida, Salabao, Abamo	30	44.00	143%	5	5	5	5
		PI4: Percentage increase in the number of students who graduated within prescribed period	Amestoso,Teves, Pomida, Salabao, Abamo	7	10.00	143%	5	5	5	5
MFO 2	Higher Education Services	**Curriculum Program Management Services**								
		PI 1. Total FTE monitored	All DBM faculty	275.00	543.80	198%	5	5	5	5
		PI2: Number of new undergraduate curricular program compliant to CMO, approved and offered	All DBM faculty	1.00	1.00	100%	5	5	5	5
		PI3: Number of existing curriculum proposal subjected to evaluation and compliant to CMO	All DBM faculty	1	1.00	100%	5	5	5	5
		PI 4. Number of graduates in mandated programs graduated w/in prescribed period	- do -	104	160.00	154%	5	5	5	5
		PI 5. Number of degree programs compliant to CMO supervised and implemented	- do -	1	1.00	100%	5	5	5	5
		PI 6. Average percentage passing in licensure in mandated programs								
		PI 7. Number of academe/Industry linkage established	all faculty	30	50.00	167%	5	5	4	4.6667
		PI 8a. Number of students advised								
		On thesis/ field practice/special problem	All DBM faculty	100	187.00	187%	5	5	5	5
		On consultation	All DBM faculty	690	914.00	132%	5	5	5	5
		PI 8b. No. of student organi-zations Advised/Assisted								
		Student organizations advised	AMPomida, JR Teves, NTAmestoso,MCRatilla,EE Ongy	3	3.00	100%	5	5	5	5
		Student organizations assisted on student related activities	AMPomida, JR Teves, NTAmestoso,MCRatilla,EE Ongy	6	7.00	117%	5	5	5	5
		PI9. Number of instructional materials developed								
		New syllabi	All DBM faculty	2	3.00	150%	5	5	5	5

		Revised syllabi	All DBM faculty	10	12.00	120%	5	5	5	5
		New lecture manual	All DBM faculty	2	3.00	150%	5	5	5	5
		Revised lecture manual	All DBM faculty	18	20.00	111%	4	5	5	4.6667
		New lab. manual	All DBM faculty	1	0.00	0%	5	5	5	5
		Revised Lab. Manual	All DBM faculty	1	1.00	100%	5	5	5	5
		New Powerpoint lecture presentation (per course)	All DBM faculty	2	3.00	150%	5	5	5	5
		Revised Powerpoint lect. presentation (per course)	All DBM faculty	18	20.00	111%	5	5	5	5
		On-line course lecture materials	All DBM faculty	N/A	N/A					
		On-line course lab.materls	All DBM faculty	N/A	N/A					
		PI 10. Additional outputs								
		Number of student awards/honors received	All DBM faculty	10	18.00	180%	5	5	4	4.6667
		Accreditation of curricular program (at least level 2)	All DBM Faculty & Staff	Level 3	Level IV		5	5	5	5
		Number of Computer Software Developed								
MFO 3	Research Services	**PI 1**. Number of published papers in internationally indexed journals								
		In refereed int'l journals								
		In refereed nat'l journals	AP Abamo, EEOngy,JRTeves,MCRatilla	1	5.00	500%	5	5	5	5
		In institutional journals	AP Abamo	1	1.00	100%	5	5	5	5
		PI 2. Number of research outputs presented in regional/national/int'l fora/conferences								
		In int'l fora/conferences	AP Abamo	1	1.00	100%	5	5	5	5
		In nat'l fora/conferences	AP Abamo,	1	1.00	100%	5	5	5	5
		In reg'l fora/conferences	AP Abamo		1.00					
		In institutional fora/conferences	AP Abamo	1	2.00	200%				
		PI 3. Number of research projects conducted and/or completed on schedule	AP Abamo, JR Teves,Amestoso,N.T,Ongy, FEO	2	4.00	200%	5	5	4	4.6667
		PI 4. Number of research proposals submitted	AP Abamo, AM Pomida, JR Teves,Salabao,A.A, Ratilla,MC.	1	3.00	300%	5	5	5	5
		PI 5. Percent of research proposals approved	AP Abamo, AM Pomida, JR Teves	40	60.00	150%	5	5	5	5
		PI 6. Amount of research money generated from external funding (Thousand PHP)	AP Abamo, AM Pomida, JR Teves	450,000	1,000,000	222%	5	5	5	5

MFO		Performance Indicator		Target	Accomplishment	%				
		PI 7. Amount of research money generated from institutional funding (Thousand PHP)			250,000.00		5	5	4	4.6667
		PI 8. Additional outputs								
		No. of research-related awards (research conducted by faculty or student w/ faculty)	Ongy,EEO	1	1.00	100%	5	5	5	5
MFO 4	Extension Services									
		PI 1. Number of person-days trained weighted by length of training	Abamo,AA, Aila,Ongy,Salabao,Teves,Ratilla,Pomida,Amestoso	250	350.00	140%	5	5	4	4.6667
		PI 2. Number of IEC materials/technoguides developed/used	EE Ongy, NT Amestoso, AM Pomida, AA Salabao,	5	10.00	200%	5	5	5	5
		PI 3. Number of beneficiaries served					5	5	5	5
		Groups	All DBM Fculty	5	10.00	200%	5	5	5	5
		Individuals	All DBM Fculty	300	400.00	133%	5	5	5	5
		PI 4. Number of extension projects conducted and/or completed on schedule		1	1.00	100%	5	5	5	5
		PI 5. Number of extension proposals submitted		1	1.00	100%	5	5	5	5
		PI 6. Percent of extension proposals approved		50	100.00	200%	5	5	5	5
		PI 7. Amount of extension money generated from external funding (Thousand PHP)		35,000	250,000.00	714%	5	5	5	5
		PI 8. Amount of extension money generated from institutional funding (Thousand PHP)		35,000	50,000.00	143%	5	5	5	5
		PI 9. Additional outputs								
		No. of extension-related awards (extn. conducted by faculty or studnt & faculty)								
MFO 5	Support to Opera-tions	1. Faculty Development Services								
		PI1: Number of faculty pursuing advanced research degree programs (PhD.) facilitated, monitored & assisted		1	1.00	100%	5	5	5	5
		PI 1. Number of seminars/ trainings/conventions/ workshops coordinated for entire university		1	1.00	100%	5	5	5	5

		PI 2. Number of in-house seminars/trainings/ workshops/reviews conducted		1	3.00	300%	5	5	5	5
		PI 3. Additional outputs					5	5	5	5
		Number of faculty/staff awards/honors received related to operations support		N/A	N/A					
		2. Faculty Recruitment and/or /Hiring Services								
		PI1: Number of faculty recruited/hired aligned with ISO standards		3	6.00	200%	5	5	5	5
		3. Faculty Evaluation Services								
		PI1: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated		70	100.00	143%	5	5	5	5
		7. Program & Institutional Accreditation Services								
		PI1: Number of degree programs which passed accreditation/evaluation at least Level 1		1	1.00	100%	5	5	5	5
		PI3: Degree program compliant with CHED		1	1.00	100%	5	5	5	5
		P14: Readiness to SUC levelling by CHED & DBM		80	100.00	125%	5	5	5	5
MFO 6	**General Admin. & Support Services (GASS)**	**1. Administrative and facilitative services**								
		PI 1. Number of departments and/or service units supervised and monitored	AP Abamo	2	4.00	200%	5	5	5	5
		PI2: Number of colleges, departments & support units supervised, monitored & coordinated	AP Abamo	4	4.00	100%	5	5	5	5

PI3: Number of academic related policies reviewed and endorsed to UADCO & approved by BOR		AP Abamo	5	9.00	180%	5	4	5	4.6667
PI4: Number of frontline academic services monitored and ensured to be customer friendly & efficient and citizens charter posted conspicuously		Tabinas JA/Catorce,S.	2	2.00	100%	5	5	5	5
PI5: Percentage of new faculty recruited/hired using procedures aligned with ISO standards			80	100.00	125%	5	5	5	5
PI 6. No. of management meetings conducted		AP Abamo	12	16.00	133%	5	5	5	5
PI7. Number of documents attended and served		Abamo, Tabinas,J., Catorce,S.	850	2521.00	297%	5	5	5	5
PI8. Number of academic lecture/laboratory rooms maintained			3	4.00	133%	4	5	5	4.6667
PI 5. Number of heavy equipment maintained			N/A	N/A					
PI 6. Area of lawn maintained (sq.m, approx.)			100	120.00	120%	5	5	5	5
PI 7. Number of office and laboratory equipment purchased			2	5.00	250%	5	5	5	5
PI 8. Zero percent complaint from clients served			80%	100.00	12500%	5	5	5	5
PI 9. Additional Outputs				AACCUP Level IV		5	5	5	5
2. Efficient Customer-Friendly Assistance									
PI1: Efficient and customer-friendly frontline service				Zero percent complaint from clients served					
Total Over-all Rating									322.33
Average Rating									4.959
Adjectival Rating									Oustanding

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Date: _____

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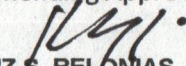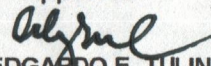
REMBERTO A. PATINDOL
PMT Chair

Date_____

Recommending Approval:

BEATRIZ S. BELONIAS
Vice President for Instruction

Date: _____

Approved:

EDGARDO E. TULIN
President

Date: _____