04/10,006

Visayas State University College of Arts and Sciences

DEPARTMENT OF LIBERAL ARTS AND BEHAVIORAL SCIENCES

Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, GUIRALDO C. FERNANDEZ, JR., Head of the Department of Liberal Arts and Behavioral Sciences, College of Arts and Sciences commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January 1, 2018 to June 30, 2018.

GUIRALDO C FERNANDEZ, JR. Department Head

Date:

CANDELARIO L. CALIBO

Dean, CAS Date:

Rating Equivalents: 5 - Outstanding

4 - Very Satisfactory

3 - Satisfactory

2 - Fair

1 - Poor

	MFO Description	Success/Performance Indicator (PI)			847				Rating	g		
MFO No.			TARGET	Units/Persons Responsible*	ACTUAL ACCOMPLIS HMENT	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	Remark	
UMOF1. AD	VANCED EDUCA	ATION SERVICES										
	OVPI MFOI	Graduate Degree Program Management Services									140	
		Pl.1 Graduate degree program monitored	2	APGRavoso, SRMartinez	2		5	5	5	5.00	MSLT, MEDEnglish	
		Pl.2 Total Graduate FTE Monitored	7	AGravoso; SRMartinez	14.56		5	5	5	5.00		
		Number of MS graduate courses taught per semester	4	APGRAVOSO; SRMARTINEZ	9	LTNG 299, LTNG 227, LTNG 209, LTNG 300, ENGL 232, ENGL 229, LTNG 218, LTNG 211, LTNG 216		5	5	5.00		
		Pl.3 Percentage increase in number of graduate students enrolled	100%	APGRAVOSO; SRMARTINEZ		100%	5	5	5	5.00		

		Pl.4 Percentage increase in number of graduate students who graduated within prescribed period	100%	APGRAVOSO; SRMARTINEZ		100%	5	5	5	5.00	
	OVPI MFO2	Graduate Student Management Services									
		PI.1 Number of graduate students awarded with scholarships/ assistantships	none								
		PI.2 Percentage of graduate students awarded with scholarship/ assistantship who graduated within the prescribed period	none								
		PI.3 Number of graduate students awarded with honor/distinction upon graduation	none								
		PI.4 Number of graduate students advised	5	APGRAVOSO; SRMARTINEZ	10		5	5	5	5.00	MSLT and MEdEnglish
MFO 2. HI	GHER EDUCATI	ON SERVICES									
MFO 1.	Curriculum Pro	gram Management Services									
		PI 1. Total Undergraduate FTE monitored	176	Regular/Substitute DLABS Faculty	673.81		5	5	5	5.00	
	<u> </u>		162	Part-time	299.40		5	5	5	5.00	
			8	Affiliate	11		5	5	5	5.00	
		PI 2. Number of undergraduate curricular program compliant to CMO approved and offered	1	All DLABS Faculty	1	AB-English Language	5	5	5	5.00	
		PI 3. Number of existing curriculum proposal subjected to evaluation and compliant in CMO	none								
		PI.3 Average passing percentage in licensure examinations in mandated programs	n/a								
		Pl.4 Number of undergraduate graduates in mandated programs graduated within the prescribed period	10	All DLABS Faculty	19	AB-English Language	5	5	5	5.00	
		PI 5 Percentage increase in the number of undergraduate students who graduated within the prescribed period	80%		99%		5	5	5	5.00	
		Pl.6 Percentage increase in the number undergraduate students enrolled	95%	All DLABS Faculty	•		5	5	5	5.00	
		Pl.7 Number of academic/industry linkage	none								
	1	Pl.8 Number of students advised								All .	

										J W.
	On thesis/ field practice/special problem	10	APGravoso & SRMartinez	25		5	5	5	5.00	*
	On consultation	at least 5 students per faculty	DLABS Faculty	at least 5 students per faculty		5	5	5	5.00	
	On thesis data analyzing consultation	none								2 4 7
	On dept based students' advised	100	DLABS Faculty	106	AB-English Language students	5	5	5	5.00	
	PI.9 Number of student organizations advised/assisted					5	5	5	5.00	
	Academic Adviser	100 students	APGRavoso, APVillaber	106	AB-English Language students	5	5	5	5.00	
	Student organizations advised	2	DLABS Faculty	3	TOM, AB-EL, USSC	5	5	5	5.00	
	Student organization assisted for student related activities	1	GFErnandez, APGravoso, APVillaber	1	AB-English Language	5	5	5	5.00	
	Pi.10 Number of instructional materials developed									
	New syllabi(OBE), lecture manual, laboratory manual, course outline, new powerpoint	1	DLABS Faculty	12		5	5	5	5.00	
	Revised syllabi, lecture manual, laboratory manual, course outline	8	All DLABS Faculty	20		5	5	5	5.00	
	New Powerpoint lecture presentation (per course)	3	All DLABS Faculty			5	5	5	5.00	
	Number of grade sheets submitted on prescribed period	6-9 grade sheets per	All DLABS Faculty	6-9 grade sheets per		5	5	5	5.00	
	PI 11 Additional outputs									
	Number of student awards/honors received	none								
UMFO 3. RESE	EARCH SERVICES									
	Pi.1 Number of published papers in internationally indexed journals	none								
	PI 2. Number of research outputs presented in regional/national/ int'l fora/conferences									

	In int'l. fora/conference	none	BAPonce, GFernandez, JSBagulaya, APVillaber, KTBelarmino, SRMartinez, AEGenotiva, DADaño, HAPedrera, VEGabunada,	17		5	5	5	5.00	el)
	In referred nat'l. journals	none								
	In institutional journals	none								
	In nat'l. fora/conference	3	GCFernandez, JSBagulaya, DADañp, LBGula	5		5	5	5	5.00	
	In reg'l. fora/conferences	none	2000年1月1日							
	In institutional fora conference	none			4 10 15 15 15 15 15 15 15 15 15 15 15 15 15					
	PI 3. Number of research projects conducted and/or completed on schedule									
	refereed international journnal									
	refereed national journnal									
	Pl.4 Number of research proposals submitted									
	Pl.5 Percent of research proposals approved									
	PI.6 Amount of research money generated from external funding	none								
	PI.7 Amount of research money generated from institutional funding	none							Today II	
	Pi.8 Additional outputs	none								
	Number of research-related awards (faculty &student/ faculty)	NONE								
MFO 4. EXTENSIO	ON SERVICES									
	PI.1 Number of person-days trained weighted by length of training	50	DLABS Faculty	250	Re-Echo Training on CHED GE courses for main and external campus teachers	5	5	5	5.00	
	PI.2 Numbers of trainings/seminars/conference conducted/attended	2	GCFernandez and all DLABS Faculty	10	PHAVISMINDA; International Conference on Asian and Phil. Studies; Eco-Training on CHED GE courses; Environmental Jamboree	5	5	5	5.00	

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	PI.1 Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted	6	GFernandez	10	DPAcoritay, RABande, JCQuebec, MCVillas, SMLubrio, AFAVillaroya, DRFlandez, AVOclinaria, CLAlvarez, JGEbit	5	5	5	5.00	
MF02.Faculty Recrui	itment/Hiring Services									
	PI.1 Number of faculty recruited/hired aligned with ISO standard	10	DLABS Academic Personnel Committee	14 Substitutes; 10 part- timers		5	5	5	5.00	
MFO3. Faculty Evalu	ation Services									
	PI.1 Number of seminars/trainings/ conventions/ workshops coordinated for entire university	1	DLABS Faculty	1	Echo-Training on CHED GE Courses	5	5	5	5.00	
	Pi.2 Number of seminars/trainings/conventions/workshops coordinated outside of the university	none								
	PI 3. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	95%	All DLABS Faculty	98%		5	5	5	5.00	
	PI.4 Number of in-house seminars/trainings/workshops/ reviews conducted	none								
	Pl.3 Additional Outputs									
	Number of student evaluation administered by the administrative staff per semester	25 sections	GPNayre, RSArabiana	30 sects	Assigned at Dept. of Civil Engineering and Dept. of Mathematics and Physics	5	5	5	5.00	
	Number of trainings/workshops/ conferences attended to enrich teaching	2	DLABS Faculty Members	10		5	5	5	5.00	
MFO4. Program and	Institutional Accreditation Services									
	PI.1 Number of degree programs which passed accreditation/ evaluation at least Level I	none				1				
	PI.2 QMS on faculty recruitment, development	none								
	PI.3 Percentage of degree programs compliant with CHED	none								
	Pl.4 Additional Ouputs	none							A Part	
O 6. GENERAL ADN	IINISTRATION AND SUPPORT SERVICES (GASS)								1	- K

3-90	PI 1 Efficient and customer-friendly frontline service	no valid complaint	All DLABS Faculty & Staff	no complaint	5	5	5	5.00	*
	Pl.2 Additional Outputs/Best Practices								
	Number of university/college./dept. committees/boards/council chaired, membered and coordinated	3	DLABS Faculty & Staff	10	5	5	5	5.00	
	Number of University-wide activities participated and facilitated	1	DLABS Faculty & Staff	3	5	5	5	5.00	
	Percentage of documents signed and approved	100%	DLABS Head	100%	5	5	5	5.00	
	Number of academic lecture/laboratory rooms maintained; faculty rooms, comfort rooms and office	28	Utility Workers	1	5	5	5	5.00	
	Number of equipment maintained	4	Utility Workers	4	5	5	5	5.00	
Total Over-all Rating							240.0	0	
Average Rating					5.00				
Adjectival Rating		100			OUTSTANDING				

Received by:	Calibrated by:	Recommending Approval:	Approved
PLANNING OFFICE Date:	REMBERTO A PATINDOL, Ph.D. Chairman, PMT Date:	BEATRIZ S. BELONIAS, Ph.D. Vice President for Instruction Date:	Approved: EDGARDO E. TULIN, Ph.D. President Date:

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