



Visayas State University
College of Engineering
Department of Agricultural Engineering
Visca, Baybay City 6521, Leyte, Philippines

JAN 21 2019 8/11/18/19

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, **ARTHUR IT. TAMBONG**, Head of the Department of Agricultural Engineering, commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period of July 1 - December 31, 2018.

ARTHUR IT. TAMBONG, FPSAE
Department Head
Date:

RECOMMENDING APPROVAL
BEATRIZ S. BELONIAS, PhD
V.L. PRESIDENT FOR INSTRUCTION

Approved:

ROBERTO C. GUARTE, Ph.D.
Dean
Date:

EDGARDO E. TULIN, D.
President

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

Personnel	Number	FTE/sem	FTE/Summer	FTE Total
Department Head	1	4.00	4.0	8.00
Faculty w/ Univ. Designated Position (RCG, MBLJr)**	2	2.50	2.5	10.00
Regular Faculty (with Vacation & Sick Leave)	4	8.00	8.0	64.00
Regular Faculty (with Teacher's Leave)	1	18.00	0.0	36.00
Regular Faculty (on Study Leave)	2	0.00	0.0	0.00
Part time/Affiliate Faculty	5	37.05		37.05
Total	15	69.55		155.05
Admin Staff Members	2			

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

MFO No.	MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	Actual Accomplishments		Rating				Remark
					% Accomplishment (July-Dec 2018)	Details of Accomplishments	Quality	Efficiency	Timelines	Average	
UMFO 1.	ADVANCED EDUCATION SERVICES										
	OVPI MFO 1. Graduate Degree Program Management Services										
	PI 1. Graduate degree program monitored		AIT/VYV	1	100.00	1	5	4	5	4.67	MSAE
	PI 2. Total Graduate FTE monitored		AIT, DLST, VYV	0.25	100.00	0.25	5	5	5	5.00	Total graduate FTE computed in 1st sem., SY 2018-2019
	OVPI MFO 2. Graduate Student Management Services										
	PI 1. Number of graduate students awarded with scholarships/assistanships		AIT/VYV	2	300.00	6	5	4	5	4.67	6 graduate students awarded with scholarship/ assistantships (CHED, DOST, etc.)
	PI 4. Number of graduate students advised		AIT, DLST, RCG	6	183.33	11	5	4	5	4.67	11 graduate students

	BEST PRACTICES/NEW INITIATIVES:											
	No. of MS Degree Programs initiated for OBE-alignment	AIT/TFS/RCG	1	100.00	1	5	5	5	5.00	OBE-alignment of MSAE curriculum		
	No. of incoming exchange students - Germany	AIT/VYV	1	100.00	1	5	5	5	5.00	Mr. Artur Kauter from University of Cologne, Germany		
	Number of European universities visited for Environmental Scanning of Universities	AIT	1	100.00	1	5	5	5	5.00	Riga Technical University, Riga, Latvia, Europe; 18-19 Oct. 2018		
	Number of MS graduate study linkages made on masteral programs	AIT/VYV	2	100.00	2	5	5	5	5.00	UP- Diliman and UP- Los Baños		
						Total points			24.00			
UMFO 2.	HIGHER EDUCATION SERVICES											
	OVPI MFO 1. Curriculum Program Management Services											
	PI 1. Total Undergraduate FTE monitored	AIT, RCG, MEC, MBLJr, TFS, FLSJr, JJDL, Affiliate fac. VYV	155.05	140.83	218.35	5	5	5	5.00	Total Undergraduate FTE computed in 1st semester, SY 2018-2019		
	PI 2. Number of undergraduate curricular programs compliant to CMO, approved and offered	AIT/TFS/VYV	2	100.00	2	5	5	5	5.00	BSAE and BSABE		
	PI 3. Average passing percentage in licensure examinations in mandated programs	AIT/VYV	60%	112.90	67.74%	5	4	5	4.67	VSU Passing (All takers)		
	PI 6. Percentage increase in the number undergrad students enrolled	AIT/VYV	20%	177.95	35.59%	5	5	5	5.00	2nd sem SY 17-18 : 118 ; 1st sem SY 18-19 : 160 undergraduate students enrolled		
	PI 7. Number of academe/Industry linkage established	AIT, RCG, MEC, MBLJr, TFS, FLSJr, JJDL, EPD, MGCS, VYV	10	130.00	13	5	5	5	5.00	PSAE, CHED, UP Los Baños, UP Diliman, PAGASA, PhilRice, PhilMech, EDC, SC Global, Visayan Oil Mill, SPMI, MSU-GenSan, SPAMAST		
	PI 8. Number of students advised	AIT, MEC, TFS, FLSJr, JJDL	100	268.00	268	5	5	5	5.00	300 undergraduate students		
	PI 9. Number of Student organizations Advised/Assisted	AIT, JJDL	2	100.00	2	5	5	5	5.00	PSAE-VSUSC, CoE-VSUSC		
	PI 10. Number of instructional materials developed	AIT, MEC, TFS, FLSJr, JJDL	8	187.50	15	5	5	4	4.67	15 instructional materials developed		
	PI 11. Additional outputs											
	Number of subjects handled in AE Board Exam Review	AIT	4	100.00	4	5	5	5	5.00	Rural Electrification, Farm Structures, Waste Mgmt and Renewable Energy (MSU-Gensan & SPAMAST-Digos AE Board Review)		

	Number of research outputs presented in international conferences, seminars, etc.	AIT	1	100.00	1	5	5	5	5.00	59th Scientific Congress in Latvia, Europe - Advantages and Disadvantages of Time-saving Innovation BFA v5.18 in Feasibility Study Consulting
	Number of research outputs presented in local, regional and national conferences, seminars, etc.	AIT & TFS/JJDL/MEC	1	100.00	1	5	5	5	5.00	(1) PSABE Regional Convention, Palo, Leyte: Temperature study of Climate Change Project No. CC3.DAE.1718
	Number of Research Cum Extension outputs presented in local, regional and national conferences, seminars, etc.	AIT	1	100.00	1	5	5	5	5.00	(1) Output of LiDAR Research cum Extension Project - Hydropower Potentials and Equivalent Greenhouse Gas Mitigation of Biliran Province using GIS-Based Computer Simulation and LiDAR Data
	Number of research outputs submitted for international scientific publication & online search indexing	AIT	1	100.00	1	5	5	5	5.00	Submitted to RTU Economics and Business Journal indexed by De Gruyter (open): Advantages and Disadvantages of Time-saving Innovation BFA v5.18 in Feasibility Study Consulting
	Total points								49.33	
UMFO 4.	EXTENSION SERVICES									
	PI 1. Number of person-days trained weighted by length of training (in trainings co-sponsored)	AIT	16	56.25	9	5	4	5	4.67	Visayas-Cluster AFMech RDE Data Information System Training (main sponsor: PhilMech & BioMech)
	PI 2. Number of trainings sponsored/co-sponsored	AIT	1	100.00	1	5	4	5	4.67	Visayas-Cluster AFMech RDE Data Information System Training (main sponsor: PhilMech & BioMech)
	PI 3. Number of IEC materials/technoguides developed/revised/used	AIT	1	100.00	1	5	4	5	4.67	BSABE Brochure
	PI 4. Number of beneficiaries served									
	<i>Groups</i>	AIT	1	300.00	3	5	5	5	5.00	DBSN Farm, PhilMech & BioMech
	<i>Individuals</i>	AIT/RCG	10	300.00	30	5	5	5	5.00	Walk-in Extension Clients
	PI 5. Number of technical/expert services									
	<i>Resource Persons - Local & National</i>	AIT	1	300.00	3	5	5	5	5.00	AE Board reviewer in 2 review centers: MSU-Gensan & SPAMAST-Digos

	Consultancy	AIT	1	300.00	3	5	5	5	5.00	(1) DBSN Farms; (2) Kurin - Mandaue City Solid Waste Management Project; (3) MSU-GenSan NAFES-funded Biogas Project
	PI 7. Number of extension proposals submitted (Research Cum Extension Proposals)	AIT	1	100.00	1	5	4	5	4.67	Farm Machinery Acquisition, Utilization and Monitoring (submitted to DA-BAR, Manila)
	Number of DOST-CRADLE (Region VIII) Extension Projects participated	AIT	1	100.00	1	5	5	5	5.00	DOST-CRADLE Project for DBSN Farm, Albueva, Leyte (Large Chicken Dressing Plant with capacity of 60,000 to 65,000 heads/day) - Biodiesel and Biogas Components
	Number of Extension outputs presented in local, regional and national conferences, seminars, etc.	AIT/RCG	1	200.00	2	5	5	5	5.00	(1) National Renewable Energy Conference organized by RCCRDC - Strategies in Implementing Solar Electrification Projects in 7 War-zone Barangays of Piagapo, Lanao del Sur; (2) RE Project
	Number of Research Cum Extension outputs presented in local, regional and national conferences, seminars, etc.	AIT/RCG	1	200.00	2	5	5	5	5.00	(1) Inter-Provincial Climate Change Conference: Output of LiDAR Research cum Extension Project - Hydropower Potentials and Equivalent Greenhouse Gas Mitigation; (2) RE Project
	Best Practices:									
	Number of institutions served which benchmarked DAE for their AACUP Level III and/or Washington Accord Accreditations	AIT/VYV	1	300.00	3	5	5	5	5.00	VSU-Isabel Campus, CTU-Barili Campus, and CSPU-Pontevedra Campus
	Number of universities campuses served as AACUP Accreditor	AIT	1	200.00	2	5	5	5	5.00	CTU-Barili Campus and CTU-Moalboal Campus
	Number of universities campuses served as RQAT Evaluator	AIT	1	100.00	1	5	5	5	5.00	NwSU - San Jorge Campus
	Total points								68.67	
UMFO 5.	SUPPORT TO OPERATIONS (STO)									
	OVPI MFO 1. Faculty Development Services									
	PI 1. Number of faculty pursuing advanced research degree programs (PhD/MS) facilitated, monitored & assisted	AIT/VYV	1	200.00	2	5	5	5	5.00	2 faculty pursuing advanced research degree programs
	PI 2. Number of seminars/trainings/conventions/workshops coordinated outside of the university	AIT/FLSJr/RCG	2	150.00	3	5	5	5	5.00	(1) Visayas-Wide AFMechRD DIS Training; (2) CHED; (3) PSAE

	PI 3. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	AIT/VYV	60%	166.67	100%	5	4	5	4.67	All faculty has at least very satisfactory rating in 50% of the subjects evaluated by students
	PI 4. Number of in-house seminars/trainings/workshops/reviews conducted/attended	AIT/FLSJr/TFS/JJDL/VYV/LGM	3	200.00	6	5	5	5	5.00	Varied In-house Seminars/Trainings/Conventions/ Workshops attended
	PI 3. Percentage of degree program compliant with CHED	All faculty and staff	100%	100.00	100%	5	5	5	5.00	100% complied with CHED (BSAE, BSABE & MSAE degree programs)
	PI 4. Additional Outputs									
	Number of activities organized/attended/assisted/participated/ facilitated	AIT/RCG/MEC/FLSJr/JJDL/TFS/VYV/LGM	2	250.00	5	5	5	5	5.00	PSAE activities, CoE activities
	Total points								29.67	
UMFO 6.	GENERAL ADMINISTRATION & SUPPORT SERVICES									
	PI 1. Efficient and customer-friendly frontline service	All faculty and staff	100%	100.00	100%	5	5	5	5.00	100% no complaint; Served clients with courtesy; immediate response
	PI 2. Additional Outputs									
	Amount of money generated from TVET programs (TESDA scholars)									
	Number of departments and/or service units supervised and monitored	AIT	2	100.00	2	5	5	5	5.00	DAE, VSU-PAGASA
	Number of higher offices supervised	MBLJr	1	100.00	1	5	5	5	5.00	USSO
	Number of university committees/ boards/council chaired/coordinated/participated	AIT	1	100.00	1	5	5	5	5.00	Graduate School Council
	Number of management meetings conducted	AIT/VYV	2	100.00	2	5	5	5	5.00	Regular Meetings
	Number of documents attended and served	AIT/VYV/LGM	500	230.00	1,150	5	5	5	5.00	Varied documents
	Number of academic lecture/laboratory rooms maintained	AIT/LGM	12	100.00	12	5	5	5	5.00	DAE lec and lab rooms, Comfort rooms
	Number of heavy equipment maintained	LGM	4	100.00	4	5	5	5	5.00	2 Tractors (Hand Tractor & Ford), 1 Universal Testing Mach. (UTM), Radial Flow
	Area of lawn maintained (sq.m, approx.)					5	5	5	5.00	
	Best practices/new initiatives:									
	Number of Application for ISO (Prepared) - on-going	All faculty and staff	1	100.00	1	5	5	5	5.00	On-going
	Number of Application for CHED Center of Excellence	All faculty and staff	1	100.00	1	5	5	5	5.00	BSAE/BSABE
	Number of trainings attended for improvement of laboratory operations	LGM	1	200.00	2	5	5	5	5.00	(1) Training on Quality Assurance and Compliance; (2) Training on Firefighting and Rescue

		Total points	60.00	
Total Over-all Rating		321.00		
Average Rating		4.93846		
Adjectival Rating		Outstanding		

*on per capita basis

**MBLJr - Prof. Manolo B. Loreto Jr. (Dean of Students) rated at USSO; RCG - Dr. Roberto C. Guarte (College Dean) rated at OVPI


***AIT/DAE Head - A.I. Tambong, RCG - R.C. Guarte, MEC - M.E. Casangcapan, MBLJr - M.B. Loreto Jr., JJDL - J.J.D. Layan, FLSJr. - F.L. Sinon Jr., TFS - T.F. Soroño, EPD - E.P. De Padua, MGCS - M.G.C. Sumaria, LGM - L.G. Mazo, VYV - V.Y. Vergis, DLST - D.L.S.Tan, RRO - R.R. Orias, EES - E.E. Sudaria, FGS - F.G. Sinon

Received by:

Planning Officer

Date: _____

Calibrated by:


REMBERTO A. PATINDOL, Ph.D.

Chairman, PMT

Date: _____

Recommending Approval:


BEATRIZ S. BELONIAS, Ph.D.

Vice Pres. for Instruction

Date: _____

Approved:


EDGARDO E. TULIN, Ph.D.

✶ President

Date: _____