



VISAYAS
STATE UNIVERSITY



Department of Pure & Applied Chemistry
COLLEGE OF ARTS & SCIENCES
VISAYAS STATE UNIVERSITY

Code: 128607 /
OP7/11/20d

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, ELIZABETH S. QUEVEDO, Head of the Department of Pure and Applied Chemistry, 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-June 2023.

ELIZABETH S. QUEVEDO

Department Head

Date:

7/7/23

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

RDE Commitments***

<i>Personnel</i>	<i>Number (1)</i>	<i>Min. FTE (2)</i>	<i>Total FTE (1x2)</i>	<i>Research</i>	<i>Publication</i>	<i>Extension</i>
Department Head	1	8	8.5	0.0	0	0
Faculty w/ Univ. Designated Position	1	4	0.3	0.0	0	0
Regular Faculty (VSL)*	5	12	106.2	2.0	1	1
Regular Faculty (TLS)*	7	18	168.9	0.0	0	0
Part time Faculty	5	18	0.0	0.0	0	0
Administrative Staff	3	0	0.0			
			284	2.0	1	1

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 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*))

[illegible]

[illegible]

	Student organizations advised				1	300.00	3	5	5	5	5	VSU Chemical Society; VSU Men's Football Team; ViHoS	
	Student organizations assisted on student related activities												
	PI 10: Number of instructional materials developed *			Dept. Head & Faculty									
	On-line ready courseware			Dept. Head & Faculty		100	3	5	5	5	5	MRAI-3	
	Flexible instructional materials (Supplemental learning resources)			Dept. Head & Faculty		100	178	5	5	5	5	KNSB-27; YLB-20; MRAI-4; VPL-15; JJSP-18; ESQ-20; AAR-25; FMS-24; YAS-4; DWWT-9; MRRT-12.	
	Assessment tools			Dept. Head & Faculty	6	6067	364	5	5	5	5	GCA-35; KNSB-40; YLB-43; MRAI-50; VPL-38; JJSP-40; ESQ-35; AAR-20; FMS-40; YAS-8; DWWT-3; MRRT-12.	
	PI 10: Number of virtual classrooms created and operationalized			Dept. Head & Faculty	20	150.00	30	5	5	5	5	KNSB-3; YLB-4; MRAI-1; VPL-3; JJSP-3; ESQ-2; AAR-6; DWWT-5; MRRT-3.	
	PI 11: Additional Outputs			Dept. Head & Faculty									
			Number of graduating students facilitated for tree planting activities			100.00	32	5	5	5	5	GCA	
			Number of proposal on training/guidelines/policies; updated Laboratory Safety Manual prepared			100.00	2	5	5	5	5	VPL	
			Number of advised and checked thesis outline/manuscript of BS Chemistry students			100.00	72	5	5	5	5	GCA-7; ESQ-40; FMS-25	

[illegible]

	PI 5. Percent of research proposals approved *		Dept. Head & Faculty		100.00	100%	5	5	5	5	5 submitted, 5 approved: GCA-1; ESQ-2; FMS-1; DWWT-1;	
	PI 6. Additional outputs*		Dept. Head & Faculty									
	No. of research-related awards (research conducted by faculty or student w/ faculty)											
	No. of journal articles/scientific paper received and reviewed as peer-reviewer				100.00	2	5	5	5	5	1 article for ATR publication and 1 article for CMU Journal publication (FMS)	
	No. of research proposal submitted for funding				100.00	3	5	5	5	5	For VSU internationalization project (1); for NEDA funding (1); for PCA & PCAARRD funding (1)	
	No. of publication awards received				100.00	30	5	5	5	5	VPL-8 awards for Registered UM in IPO; FMS-4 awards for Journal Publication; FMS-18 awards for Registered UM in IPO	
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		100	2	5	5	5	5	Bureau of Correctionals in Leyte Province; DOST-VIII (FMS)	
	PI 2. Number of trainees weighted by the length of training *		Dept. Head & Faculty									
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs *		Dept. Head & Faculty		100	1	5	5	5	5	(FMS) Horticulture, Environment - Livelihood Program (HELP)	
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality		Dept. Head & Faculty		100	90%	5	5	5	5	FMS	
	PI 5. Number of technical/expert services *		Dept. Head & Faculty		100	4	5	5	5	5	FMS	

[illegible]

	PI 1. Submission of College/Department PPMP for the following year within deadline as prescribed by BAC*		Dept. Head	2	350.00	7	5	5	5	5	Identified 25 chemicals for inclusion in the PPMP and PR (JMA)	
	PI 2. Zero percent complaint from clients served		Dept. Head & all faculty & staff	100	100.00	100	5	5	5	5	All zero percent complaint	
	PI 3. Number of coaching sessions among faculty & staff**		Dept. Head	1	600.00	6	5	5	5	5	Informal and department meeting	
	PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**		Dept. Head	1	1000.00	10	5	5	5	5	Informal setting and department meetings	
	PI 5. Number of monthly/special faculty & staff meetings conducted**		Dept. Head	1	600.00	6	5	5	5	5	minimum (at least once a month)	
	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 *											
	Number of memoranda and other documents served on time				100.00	35/week	5	5	5	5	NMM	
	Number of Gov't forms facilitated, submitted on time				100.00	30/week	5	5	5	5	NMM	
	Percentage of offices maintained and cleaned				100.00	95%	5	5	5	5	NMM	
	Percentage of Lecture rooms maintained				100.00	5%	5	5	5	5	NMM	
	Percentage of Laboratory rooms maintained				100.00	100%	5	5	5	5	NMM (5%); JMA (4)	
	Number of surroundings maintained				100.00	1	5	5	5	5	DoPAC surroundings	
	Number of CRs maintained				100.00	6	5	5	5	5	NMM	
	Number of times DoPac surroundings mowed				100.00	7	5	5	5	5	NMM	

	Number of emergency assistance provided				100.00	10	5	5	5	5	NMM
	Number of inventory conducted				100.00	1	5	5	5	5	Maintained and Monitored inventory of glasswares & chemicals per semester (JMA)
	Number of faculty/staff intertained for signing of clearance				100.00	10	5	5	5	5	JMA
Total Over-all Rating										309.67	
Average Rating										4.9946	
Adjectival Rating										Outstanding	

Received by:

toni

TONI MARC L. DARGANTES

Planning Office

Date: 7/10/2023

Calibrated by:

Tom

DANIEL LESLIE S. TAN

Chairman, PMT

Date: JUL 11 2023

Approved:

Edgardo

EDGARDO E. TULIN

President

Date: JULY 12, 2023

* 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