

Department of Pure & Applied Chemistry COLLEGE OF ARTS & SCIENCES

VISAYAS STATE UNIVERSITY

Rating Equivalents: 5 - Outstanding 4 - Very Satisfactory 3 - Satisfactory

2 - Fair 1 - Poor

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 accounts accordance with the indicated measures for the period January-June 2023.

ELIZABETH S. QUEVEDO

Department Head

Date:

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

MA. THERESA P. LORETO

College Dean
Date: JUL 0 7 2023

RDE Commitments***

		Numb		Total			
	Personnel	er (1)	Min. FTE (2)	FTE (1x2)	Research	Publication	Extension
	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			
TOTAL:				284	2.0	1	1
* On	venetion sick leave status. Patie of Instruction as	nd PDE commit	mente chould deter	mined hase	d on ETE of 18	Runite	

^{***} Professors and Associate Professors are required to commit RDE outputs (Please Performance Indicators under Research (UMFO 3) and extension (UMFO 4)

MFO No.					Actual Accomplishments		Rating				Remark (Details o	_
		Success/Performance Indicator (PI)	Units/Persons Responsible	Departm ent Target	% Accom- plishment	Accom-	Quality	Efficiency	Timeliness	Average	the targetted outputs indicators with *)	ght
MFO 1	ADVANCED E	DUCATION SERVICES (20%)										
	OVPI MFO 1.	Graduate Degree Program Management Services										

^{**} On Teacher's Leave status. Minimum FTE required is 18 units

	1		Percentage of graduate school faculty engaged in right work applied in any of the following:	Dept. Head & Faculty			-						
		a.	pursuing advanced research degree program (Ph.D) *										
		b.	actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)		2	200.00	4	5	5	4	4.6667	Oracion, Villaber, Bandibas, KNS; Bandibas, YL;	
		C.	producing technologies for commercialization or livelihood improvement										
		d.	whose research resulted in an extension program										
	OVPI ME	O 2. G	raduate Student Management Services										
	PI 1: Percentage of graduate students enrolled in research degree programs *		Dept. Head & Faculty										
	<u>Pl 2</u> : Per	PI 2: Percentage of accredited graduate programs * PI 3: Number of graduate degree specializations offered and monitored *		Dept. Head & Faculty									
				Dept. Head & Faculty									
	<u>PI 4:</u> To	tal FTE	coordinated, implemented & monitored*	Dept. Head & Faculty	2	345.5	6.91	5	5	5	5	ESQ,0.67; FMS, 3.66; JAP, 1; AAR, 1.25; MTPL, 0.33	
	PI 5: Pe	rcentage	e increase in number of graduate students enrolled	Dept. Head & Faculty									
	PI 6: Pe		e increase in number of students who graduated period *	Dept. Head & Faculty									
	<u>PI 7:</u> Nu *	mber of	graduate students awarded with honors/distinction	Dept. Head & Faculty									
			graduate students advised *	Dept. Head & Faculty		100	9.00	5	5	5	5	FMS-5; ESQ-5	
9			instructional materials developed *	Dept. Head & Faculty			Access to the second second						
	On-line	e ready	courseware			100	5	5	5	5	5		_
	Flexible	e instruc	tional materials (Supplemental learning resources)			100	40	5	5	5	5		
	Assess	ment to	ols		5	340	17	5	5	5	5	ESQ; FMS	
	PI 10: Nu	ımber of	f virtual classrooms created and operationalized		2	100	2	5	5	5	5	ESQ	
02	HIGHER	EDUC/	ATION SERVICES (50%)										The same of

	PI 1. Percentage of first time licensure exam takers that is so the licensure exams *	Dept. Head & Faculty								
	PI 2. Percentage of graduates (2 years prior) that are employed *	Dept. Head & Faculty	40	105.00	42	5	5	5	5	2021-2022 graduates only. No graduate in the period 2020-2021.
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *	Dept. Head & Faculty	100	100.00	100	5	5	5	5	BSChem is a CHED- identified.Hence, all BSChem student population is enrolled in a CHED-identified priority program
	PI 4. Percentage of undergraduate programs with accreditations *	Dept. Head & Faculty	100	100.00	100	5	5	5	5	BSChem is AACCUP accredited and CHED compliant
	PI 5: Total FTE, coordinated, implemented and monitored *	Dept. Head & Faculty	300	93.10	279.3	5	5	5	5	GCA-23; KNSB-19.05; YLB-22.95; MRAI-21; VPL-19.65; JJSP- 22.65; ESQ-7.8; AAR- 27.9; FMS-13.25; YAS- 26.6; DWWT-20.4; MRRT-25.65; JAM- 8.55; PAJ-5.55; SJS- 6.75; DQR-8.55
	PI 8: Number of students advised: *	Dept. Head & Faculty	150	28.67	43	5	5	5	5	GCA-7; KNSB-3; VPL- 5; JJSP-5; ESQ-4; AAR-6; DWWT-5; MRRT-8;
	On thesis/ field practice/special problem		30	143.33	43.00	5	5	5	5	
W.	No. of approved manuscript submitted within prescribed period		20							None within the period (on-going evaluation and review)
	On consultation (virtual)		100	1482.00	1482	5	5	5	5	Both virtual and face-to-face
	PI 9: Number of student organizations advised/ assisted *	Dept. Head & Faculty								

	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									
<u>PI 10:</u> Num	nber of instructional materials developed *	Dept. Head & Faculty								
On-line	ready courseware	Dept. Head & Faculty		100	3	5	5	5	5	MRAI-3
Flexible i	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.
Assessm	nent 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: Num	nber 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: Add	itional 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

		Number of in-house trainings conducted	,			100.00	2	5	5	5	5	Echo training on web applications suitable for online learning (DWWT); Training-seminar use of Android software for checking of multiple choice examinations (EvalBee) (MRRT)
		Awards Received related to Instruction				100.00	1	5	5	5	5	Received an Institutional Award: Outstanding Teaching Performance Award (FMS)
		Number ofsolutions/glasswares prepared/day/lab				100.00	20	5	5	5	5	Facilitate the preparation of solutions etc. used for lab video presentation for instructor (JMA)
		No. of faculty & students assisted for their glassware & equipment for thesis				100.00	50	5	5	5	5	JMA
		No. of glassware and chemical reagents prepared				100.00	200	5	5	5	5	JMA
MFO 3	RESEARCH SE	RVICES (10%)										
		research outputs in the last three (3) years utilized or by other beneficiaries *	133.57	ept. Head & aculty		100.00	2	5	5	5	5	FMS-2
	PI 2. Number of	research outputs completed within the year *		ept. Head & aculty		100	5	5	5	5	5	MRAI-1; ESQ-1; FMS-1; JJSP-1; MRRT-1
		e of research outputs published in internationally- D recognized journal within the year (2%) *		ept. Head & aculty								
	In refereed int	'l journals			1	100.00	. 1	5	5	5	5	ESQ
		t'l/regional journals										
	PI 4. Number of fora/conference	research outputs presented in regional/national/ int'l s *		ept. Head &								
	In int'l fora/cor	ferences										
	In nat'l/regions	al fora/conferences										

	0		0						5 submitted, 5
	PI 5. Percent of research proposals approved *	Dept. Head & Faculty	100.00	100%	5	5	5	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
4	EXTENSION SERVICES (10%)			M4 Co					
	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			4				
	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

	Research Mentoring	*								
	Peer reviewers/Panelists									
	Resource Persons			100	5	5	5	5	5	FMS
	Convenor/Organizer									
	Consultancy			100	6	5	5	5	5	FMS-1; DWWT-5
	Evaluator			100	2	5	5	5	5	ESQ
	PI 8. Percent of extension proposals approved *	Dept. Head & Faculty								
	PI 11. Additional outputs *	Dept. Head & Faculty								
	No. of extension-related awards (extn. conducted by faculty or									
FO 5	Support to Operations									
	OVPI MFO 1. Faculty Development Services									
	PI 1: Number of faculty pursuing advanced research degree programs (PhD/MS) facilitated, monitored and assisted *	Dept. Head & Faculty	2	250.00	5	5	5	5	5	Oracion, Villaber, Bandibas, KNS; Bandibas, YL; Albarico, GC
	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	1	100.00	1	5	5	5	5	DWWT
	OVPI MFO 3. Faculty Evaluation Services	4								
	PI 3: Number of seminars/trainings/ conventions/workshops coordinated for entire university *	Dept. Head & Faculty								
	PI 4: Number of seminars/trainings/ conventions/workshops coordinated outside of the university *	Dept. Head & Faculty								
	PI 5: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated *	Dept. Head & Faculty		100.00	100%	5	5	5	5	All faculty
	PI6 : Number of in-house seminars/trainings/ workshops/reviews conducted *	Dept. Head & Faculty	1	200.00	2	5	5	5	5	DWWT, MRRT
	PI 7 : Additional outputs *	Dept. Head & Faculty								
1	Number of faculty/staff awards/honors received related to operations support									
	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	1	300.00	3	5	5	5	5	100 % compliant

	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
1	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 ass	sistance provided		9 0.00	10	5	5	5	5	NMM
Number of inventory cond	ucted		100.00	1	5	5	5	5	Maintained and Monitored inventory of glasswares & chemicals per semester (JMA)
Number of faculty/staff into	ertained for signing of clearance		100.00	10	5	5	5	5	JMA
Total Over-all Rating								309.67	
Average Rating								4.9946	
Adjectival Rating								Outstand	ling

Received by:

TONI MARC L. DARGANTES

Planning Office
Date: 7/10/2023

Calibrated by:

DM DAN EL LESLIE S. TAN

Chairman, PMT

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