





Visayas State University College of Engineering **Department of Geodetic Engineering** Visca, Baybay City, 6521-A, Leyte, Philippines

"Exhibit A"

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, <u>DIANA CHRISTA G. MILLOZA</u>, Head of the Department of Geodetic Engineering, **College of Engineering** commits to deliver and agree to be rated on the attainment of the following targets with accomplishments in accordance with the indicated measures for the period <u>July 1, 2018 to December 31, 2018</u>.

DIANA CHRISTA G. WILLOZA

Department Head

Date: 15 January, 2019

BEATRIZ S. BELONIAS

Vice President for Instruction

ROBERTO C. GUARTE

Dean, College of Engineering

Date:

APPROVED

EDGARDO T. TULIN

5 President

Personnel	Number	FTE/Sem	FTE/Summer	FTE Total
Department Head	1	4.00	0.00	8.00
Faculty w/ Univ. Designated Position	0			
Regular Faculty (with Vacation & Sick Leave)	0	0.00		0.00
Regular Faculty (with Teacher's Leave)	4	18.00	Actual	108.00
Affiliate Faculty/Part time	1	Actual	Actual	0.00
Total	6			116.00
Admin Staff Members	4			

Rating Equivalents:

- 5 Outstanding
- 4 Very Satisfactory
- 3 Satisfactory
- 2 Fair
- 1 Poor

					Actual			R	ating		
MFO No.	MFO Descrip-tion	Success/Performance Indicator (PI)	Units/Persons Responsible**	Target (JulyDec) 2018	Accomplish ment as of December 2018	Details of Accomplishment	Quality	Efficiency	Timeliness	Average	Remarks
UMFO 1	Advance Educatio	n Services				Not claim					
	OVPI MFO 1. Grad Management Servi	uate Degree Program ces									
	PI 1. Graduate de	gree program monitored									
	PI 2. Total Gradua	ate FTE monitored									
	PI 3. Percentage i graduate students	ncrease in number of enrolled									
		ncrease in number of who graduated within									
	OVPI MFO 2. Grade Services	uate Student Management		4							
	PI 1. Number of gr with scholarships/	aduate students awarded assistanships									
		of graduate students awarded ssistanship who graduated ed period									
		aduate students awarded ion upon graduation		,							
	PI 4. Number of gr	aduate students advised									
UMFO 2	Higher Education S	Services									

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THE STATE OF THE S	DCGM	116.00	157.50	DCGM = 16.30	5	5	5	5.00	Vacation Sick L
PI 1. Total Undergraduate FTE monitored	DCGM	116.00	157.50	JJLR = 28.05 AAGC = 40.30 RRD = 27.70 JPNA = 37.05 ABL = 8.10	3	5	3	3.00	Teacher's Leav Affiliate Faculty
PI 2. Number of new undergraduate curricular program compliant to CMO, approved and offered	DCGM	1	1	BSGE	5	5	5	5.00	Revised BSGE Curriculum
PI 3. Number of degree programs compliant to CMO supervised and implemented	DCGM	1	1	BSGE	5	5	5	5.00	
PI 4. Percentage increase in number of undergraduate students enrolled	DCGM	25%	70.77 %	First year to 5th year enrolees	5	5	5	5.00	60 freshmen stu
PI 5. Number of undergraduate students who graduated w/in prescribed period	DCGM	5	5	graduated on December 2018	5	5	5	5.00	
PI 6. Percentage passing of students in licensure board examination	DCGM	60%	93.33%	14 passers over 15 takers	5	5	5	5.00	100 % passing time takers with placers (2nd, 6t 8th)
PI 7. Number of students awarded with scholarship/fellowship/grants	DCGM	5	6	DOST	5	5	5	5.00	2 students from year, 1 from 4th and 3 from 5th y
PI 8. Number of graduates gainfully employed in jobs related to their undergraduate programs		2	10	Government and private sector	5	5	4	4.67	
PI 9. Number of undergraduate students awarded with honors/distinction		0							
PI 10. Number of academe/industry linkage established	JPNA	1	1	MAC Builders - Ormoc	5	5	5	5.00	OJT Linkage

On thesis/ field practice/special problem	DCGM, JJLR, AAGC, RRD, JPA	10	10	5th year students with Special/research study and field practice manuscript.	5	5	4	4.67	five (5) advisee were already graduated las December 2018
On consultation	DCGM, JJLR, AAGC, RRD, JPNA	280	280	Cosultation relating to academic subjects research & OJT manuscript and student organization related matters.	5	5	5	5.00	mostly BSGE and BSCE students
PI 12. No. of student organizations Advised/Assisted									
Student organizations advised	RRD, DCGM	1	2	GEPI-VSUSC and COE-SSC	5	5	5	5.00	GEPI-VSUSC and COE-SSC
Student organizations assisted on student related activities	RRD, DCGM	1	3	Coastal Clean-up in partnership with 4Ocean in 3 neighboring barangays, 2. Weekly	5	5	5	5.00	GEP-VSUSC
PI 13. Number of instructional materials developed					-				
New syllabi	All Faculty		2	OBE-Syllabus in major courses and Pre- Calculus subject	5	5	5	5.00	Geng 111, Esci 110
Revised syllabi	All Faculty		10	OBE-Syllabus in major courses	5	5	5	5.00	Geng 143, Geng 147, Geng 133c, Geng 167 Geng 145, Geng 135, Geng 162, Geng 128, Geng 153, Esci 121n
New lecture manual	RRD,JPNA, AAGC	2	2	Major courses	5	5	4	4.7	Geng 111, Geng 113
Revised lecture manual	DCGM, JJLR, AAGC, RRD, JPNA	5	6	Major courses	5	5	4	4.7	Geng 143, Geng 147, Geng 133c, Geng 161 Geng 145, Geng 153
New lab. manual	JJLR, AAGC, RRD	3	3	Engineering Science and Major courses	5	5	4	4.7	Esci 121n, Geng 111

	Revised Lab. Manual	All Faculty	5	5	Major courses	5	5	4	4.7	Geng 143, Geng 133c, Geng 153, Geng 145, Geng 147
	New Powerpoint lecture presentation (per course)	All Faculty	5	13	Engineering Science and Major courses	5	5	5	5.0	Lecture and Laboratory Class
	Revised Powerpoint lect. presentation (per course)	All faculty	5	9	Engineering Science and Major courses	5	5	5	5.0	Lecture and Laboratory Class
	On-line course lecture materials									
	On-line course lab.materials									
	PI 14. Additional outputs									
	Number of days of wokshop trainings conducted									
	Number of Board Review Materials Updated									
	Best Practices/New Initiatives									
	Periodic Revision of OBE Syllabi	All Faculty	5	5	Geng 144, Geng 145, Geng 153, Geng 147, Geng 133c	5	5	5	5.0	Before or start of the semester
	Submission of Student Performance Based on Course Outcomes (CQI Form 6)	All Faculty	5	5	Geng 113, Geng 111, Geng 133c, Geng 144, Geng 147	5	5	4	4.7	every end of the semester, the faculty submitted reports on Actual Assessment and Evaluation of Students' Performance of subjects handled by the faculty to the Office of the Dean
	Group Consultation of Student Advisees by their academic adviser	DCGM	2	2	BSGE first year Students (2 sections)	5	5	5	5.0	Consulation and follow up regarding the academic performance of the freshmen students
UMFO 3	Research Services									
	PI 1. Number of published papers in internationally indexed journals									

In refereed int'l journals									
In refereed nat'l journals									
In institutional journals									
PI 2. Number of research outputs presented in regional/national/ int'l fora/conferences									
In int'l fora/conferences	DCGM	0	1	3d Flood Simunlations of Binahaan River in Different Climate Change Scenarios	5	5	5	5.0	the paper was presented during the AGSE international conference in Namibia
In nat'l fora/conferences									
In reg'l fora/conferences									
In institutional fora/conferences	DCGM, GLSS, JPNA	0	1	Under Climate Change: Hydrological and Geomorphological Analysis for Flood Hazard Risk	5	5	5	5.0	VSU in-house review
PI 3. Number of research projects conducted and/or completed on schedule	DCGM, AAGC, RRD, JPNA	2	2	Under Climate Change: Hydrological and Geomorphological Analysis for Flood Hazard Risk	5	5	4	4.7	on-going
PI 4. Number of research proposals submitted									
PI 5. Percent of research proposals approved									
PI 6. Amount of research money generated from external funding (Thousand PHP)									
PI 7. Amount of research money generated from institutional funding (Thousand PHP)	DCGM, AAGC, RRD, JPNA	10	10	Under Climate Change	5	5	4	4.7	Project extended from last year research with appropriated budget only for travel, supplies and JO
PI 8. Additional outputs									
No. of research-related awards (research conducted by faculty or student w/ faculty)									

	Number of research manuscripts rewritten/edited for publication in international journals					
	Number of RDE proceedings prepared					
UMFO 4	Extension Services					
	PI 1. Number of person-days trained weighted by length of training					
	PI 2. Number of IEC materials/technoguides developed/used					
	PI 3. Number of beneficiaries served					
	Groups					
	Individuals					
	PI 4. Number of extension projects conducted and/or completed on schedule					
	PI 5. Number of extension proposals submitted					
	PI 6. Percent of extension proposals approved					
	<u>PI 7</u> . Number of coordinated and organized conventions					
	PI 8. Number of delegates/participants coordinated and hosted					
	<u>PI 9</u> . Number of review classes conducted for licensure examination					
	PI 10. Additional outputs					
	No. of extension-related awards (extn. conducted by faculty or student & faculty)					
	No. of seminar/training presentations prepared					
	Number of RDE proceedings prepared					
UMFO 5	Support to Operations					

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OVPI MFO 1. Faculty Development Services									
PI 1. Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted	DCGM	2	2	two of the DGE faculty are on study leave for their doctorate degree	5	5	5	5.0	Asst. Prof. Jannet C Bencure - Ph. D in Remote Sensing an Geographic Information System Asian Institute of Technology (AIT) Asst. Prof. Florentin F. Morales, JrPh. in Land Management in Technical Universiof Munich (TUM)
OVPI MFO 2. Faculty Recruiting/Hiring Services	3								
PI 2. Number of faculty recruited/hired aligned with ISO standards									
OVPI MFO 3. Faculty Evaluation Services									
PI 1. Number of seminars/ trainings/conventions/ workshops coordinated for entire university									
PI 2. Number of seminars/trainings/conventions/ workshops coordinated outside of the university									
PI 3. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	DCGM, JJLR, AAGC, RRD, JPNA	100%	100%	All DGE Faculty gained at least very satisfactory rating	5	5	5	5.0	
PI 4. Number of in-house seminars/trainings/ workshops/reviews conducted									
PI 5. Additional outputs									
Number of faculty/staff awards/honors received related to operations support									
Number of seminars/workshop proceedings prepared									

	Number of services rendered to VSU	DCGM, AAGC, RRD	1	2	VSU Land Use Mapping, CoE Land	5	5	4	4.7	Technical Services
	OVPI MFO 4. Program and institutional Accred	itation Services								
	PI 1. Number of degree programs which passed accreditation/evaluation at least Level I	BSGE	1	1	BSGE Program is Accredited in AACCUP Level I on November 2015 and Level II on October 2018	5	5	5	5.0	
	PI 2. QMS on faculty recruitment, development									
	PI 3. Percentage of degree program compliant with CHED	BSGE	100%	100%	Certificate of Program Compliance (COPC) No. 02, s. 2016	5	5	5	5.0	Effective AY 2016- 2017
	PI 4. Additional Outputs									
WFO 6	General Admin. & Support Services (GASS)									
	PI 1. Number of departments and/or service units supervised and monitored	DCGM	1	1	Department of Geodetic Engineering	5	5	5	5.0	

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PI 2. Percentage of time devoted for administrative duties and responsibilities	DCGM and Dept. Staff	100%	100%	Supervising faculty and Staff, encoding and making reports, submitting reports, assisting the clients, communicating with faculty, staff, students and clients, relaying the important and urgent message, organizing the daily activities, recording the outgoing and incoming communication, keeping the records, maintaining the cleanliness and orderliness of the surroundings,	5	5	5	5.0	
PI 3. Number of office and laboratory									
equipment/facilities purchased PI 4. Number of management meetings conducted	DCGM	5	8	Monthly Regular Meetings and Emergency Meetings	5	5	4	4.7	with Faculty and Staff and student representative
PI 5. Number of documents attended and served	DCGM and Dept. Staff	200	250	In-coming and Out- going documents	5	5	4	4.7	Request letters, recommendation Letters, Certifications, payrolls, memos, gradesheets, and other related documents in administration and instructions
PI 6. Number of academic lecture/laboratory rooms maintained	DCGM and Dept. Staff	4	5	under College of Engineering Building	5	5	5	5.0	EB 102, EB 201A, EB 202A, EB 203A and CoE Annex Hall

	nount of money spent for the purchase of nd laboratory equipment	DCGM/HBC	20, 000	0	The purchase of office and laboratory equipment were submitted first half of the year	0	0	0	0.0	
PI 8. Ar	ea of lawn maintained (sq.m, approx.)	None	•							
PI 9. Ef service	ficient and customer-friendly frontline	All Faculty & Staff	100%	100%	No complaint	5	5	5	5.0	Zero Complaint from clients
PI 10. A	Additional Outputs/Best Practice									
	r of hours devoted in the preparation of ents needed for AACCUP Level II itation	All Faculty & Staff	20	80	Overtime work for Faculty and Staff	5	5	4	4.7	Preparation of documents of Area I to Area 10 for AACCUP Level II Accreditation of BSGE Program
Number of Perfor	mance Indicators Filled-up							41		
Total Over-all Rating						19	5.667			
Average Rating	verage Rating					4	.772			
Adjectival Rating	djectival Rating					Outs	tandin	g		

*DCGM/DGE Head - DC G. Milloza, ABL - A. B. Loreto, , AAGC - , RRD - R. R. Doñoz, JPNA - JP N. Ancheta

2 - Efficiency

1 - Quality

3 - Timeliness

Received by:	Calibrated by:	Recommending Approval:	Approved:
	Street .	111.	alythe
	REMBERTO A. PATINDOL, Ph.D.	BEATRIZ S. BELØNIAS, Ph.D.	EDGARDO E. TULIN Ph.D.
Planning Office	Chairman. PMT	Vice Pres/ for	³ President €
Date:	Date:	Date:	Date:

4 - Average