

Visayas State University
College of Engineering
DEPARTMENT OF FOOD SCIENCE AND TECHNOLOGY
Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, **Ivy C. Emnace**, Head of the Department of Food Science and Technology, commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **July to December, 2018**.

IVY C. EMNACE
Department Head

Date: January 15, 2019

Approved by:

VICTOR B. ASIO
Dean, CAFS

Date: _____

NOTED:

BEATRIZ S. BELONIAS, PhD
PRESIDENT FOR INSTRUCTION

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

Personnel	Number	FTE/sem	FTE/Summer	FTE Total
Department Head	1	1.3	0.0	16.78
Faculty w/ Univ. Designated Position	2	2.5	0.0	10.00
Regular Faculty (Vac. & Sick Leaves)	4	39.4	0.0	315.04
Regular Faculty (Teacher's Leave)	2	7.2	0.0	28.80
Part time Faculty Members	0	0.0	0.0	0.00
Admin Staff Members	3	0.0	0.0	0.0

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 Accomplishment		Rating				Remark
					Accomplishment as of July 2018	Details of Accomplishment	Quality	Efficiency	Timeliness	Average	
MFO 1	Advanced Education Services	PI.1 Number of FTE coordinated and implemented for graduate students	ICE, LAG	5.00	17.36	Graduate students	5	5	5	5.00	
		PI.2 Graduated MSFST	LAG, RDL, FJA, ICE	1	2	Graduated 1st Sem.	5	5	5	5.00	
		PI.4 No. of graduate students with DOST scholarship	LAG, RDL, FJA, ICE	1	2	Graduate students	5	5	5	5.00	

MFO 2	Higher Education Services	PI 1. Number of FTE coordinated and implemented	All DFST faculty and COS	30	48.10	2nd sem. & summer 2018	5	5	5	5.00	
		PI 2. Average percentage passing in licensure in mandated programs				License exam not required for BSFT					
		PI 4. Number of degree programs compliant to CMO supervised and implemented	DFST	2	2	BSFT/MSFST program	5	5	5	5.00	
		PI 5. Number of students advised									
		<i>On thesis/ field practice/special problem</i>	RDL,LAG, LCC	1	3	RDL-1, LAG 1, LCC 1	5	5	4	4.66	
		<i>On consultation</i>	All DFST Faculty	260	270	Approximate based on few recorded consultation. Most consultationms were not	5	5	5	5.00	
		<i>On thesis data analyzing consultation</i>	LCC, JBC	16	18		5	5	5	5.00	
		PI 6b. No. of student organizations Advised/Assisted									
		<i>Student organizations advised</i>	LCC, JGD	1	1	PAFT-KSC Student Chapter Ambassadors for Christs	5	4	5	4.66	
		<i>Student organizations assisted on student related activities</i>	LCC, JGD, ICE, ICPM	15	18	PAFT-KSC	5	5	5	5.00	
		<i>New/Revised syllabi</i>	All Faculty	6	6		5	5	4	4.66	
		<i>Revised Lab. Manual</i>	LCC, ICPM, JGD, ICE	1	4	Ftec 131, Ftec 153, Ftec 231	5	5	5	5.00	
		PI 7. Number of instructional materials developed									
		<i>Revised course outline</i>	LAG,EEB,FJA,JBC	6	6		5	4	4	4.33	
		<i>New Revised Powerpoint lecture presentation (per course)</i>	All DFST Staff	6	8		5	5	5	5.00	
		<i>Number of grade sheets submitted on prescribed period</i>	All DFST Faculty	18	21	gradesheet/course	5	5	4	4.66	

		PI 8. Additional outputs								
		<i>Accreditation of curricular program (2nd level)</i>	All DFST Faculty	1	2	MSFT Program, BSFT Program	5	5	5	5.00
MFO 3	Research Services	<i>In refereed int'l journals</i>	ICE, LAG	1	3		5	5	5	5.00
		PI 2. Number of research outputs presented in regional/national/ int'l								
		<i>In int'l fora/conferences</i>	LCC, JGD, ICPM, ICE, LAG	2	5		5	5	5	5.00
		<i>In nat'l fora/conferences</i>	LAG, ICE, JBC, LCC, ICPM, JGD	5	8		5	5	5	5.00
		<i>In institutional/local/ fora/conferences</i>	RDL, LCC	2	2		5	5	5	5.00
		P1.3 Number of poster paper presented in int'l/national/ regional/ local fora/ conferences								
		<i>In Int'l/ fora/conferences</i>	RDL,LAG, ICE, LCC, ICPM	1	7		5	5	5	5.00
		PI 4. Number of research projects conducted and/or completed on schedule	ICE, LCC, JGD	3	3		5	5	4	4.66
		PI 5. Number of research proposals submitted	ICE,LCC, JBC	1	3		5	5	5	5.00
		PI 6. Percent of research proposals approved	RDL, ICE, LCC	1	3		5	5	5	5.00
		PI 7. Amount of research money generated from external funding (Thousand PHP)	RDL, ICE, LCC	100k	400k		5	5	5	5.00
		PI 8. Amount of research money generated from institutional funding (Thousand PHP)	RDL, ICE, JGD	100K	400K		5	5	5	5.00
		PI 9. Additional outputs								

		No. of research-related awards (research conducted by faculty or student w/ faculty)	RDL, FJA, LAG	4	11		5	5	5	5.00	
		PI 1. Number of person-days trained weighted by length of training	RDL, LAG, FJA, ICE, ICPM, LCC	500	600	Training on Processing of food products from rootcrops, meat, fish, fruits and vegetables	5	5	5	5.00	
		Utility model drafted filed	LAG, RDL, ICE, ICPM, LCC	2	5		5	5	5	5.00	
		Utility Model registered by IROPhil	DFST Faculty	3	7		5	5	5	5.00	
		Copyrighted Research and Students Thesis Output	LAG, FJA, JBC, RDL	5	12		5	5	5	5.00	
MFO 4	Extension Services	PI 2. Number of IEC materials/technoguides developed/used									
		PI 3. Number of beneficiaries served									
		<i>Groups</i>	RDL, LCC, ICE	8	10		5	5	5	5.00	
		<i>Individuals</i>	LAG, RDL, LCC, ICE	320	330		5	5	5	5.00	
		P1.5 No. of faculty/staff acting as resource persons in training	RDL, LAG, ICE, LCC, LMV	20	22		5	5	5	5.00	
		PI 4. Number of extension projects conducted and/or completed on	LCC, LAG, ICE	1	1		5	4	5	4.66	
		Additional: Number of MOA forged	RDL, LAG, ICE	1	2		5	5	5	5.00	
MFO 5	Support to Operations	PI 2. Number of in-house seminars/trainings/ workshops/reviews conducted	LCC, ICPM, JGD, ICE, JBC, LMV, LAG	1	2.00		5	5	5	5.00	
		PI 3. Number of seminars/ trainings/conventions/ workshops coordinated and organized outside university		1	1		5	5	5	5.00	
		<i>Regional</i>	LAG, RDL, ICE	2	4		5	5	5	5.00	
		<i>Local</i>	LCC, RDL, ICE	3	6		5	5	5	5.00	
		PI 2. Additional outputs									
		PI 1. Number of departments and/or service units supervised and monitored									
MFO 6	General Admin. & Support Services (GASS)	PI 2. No. of management meetings conducted	ALL DFST FACULTY	8	50	Department Meetings	5	5	5	5.00	

		PI 3. Number of documents attended and served	ALL DFST FACULTY	410	430	Various office documents	5	5	5	5.00	
		PI 4. Number of academic lecture/laboratory rooms maintained	DCManagbanag, MSUGANOB	5	5	DFST01, DFST02, DFST03, DFST04, DFT05	5	5	5	5.00	
		PI 5. Number of apparatus/ equipment maintained	LMV, MMS	25	35		5	5	5	5.00	
		PI 6. Area of lawn maintained (sq.m, approx.)	DCManagbanag, MSUGANOB	3427m2	3426m2		5	4	4	4.33	
		PI 8. Number of office and laboratory equipment purchased	LAG, PPV	10	20	freezer, oven, pasteurizer, refrigerator, balance, etc.	5	5	5	5.00	
		PI 9. Zero percent complaint from clients served	All Faculty & Staff	100	100	No valid complaint	5	5	5	5.00	
		PI 10. Additional Outputs									
TOTAL-OVERALL RATING										216.62	

Average Rating (Total Over-all rating divided by 4)	4.92
Additional Points:	
Approved Additional points (with copy of approval)	
FINAL RATING	4.92
ADJECTIVAL RATING	OUTSTANDING

Comments & Recommendations for Development Purpose:

Received by:

Planning Officer
Date:

Calibrated by:

REMBERTO A. PATINDOL
Chairman, PMT

Recommending Approval

BEATRIZ S. BELONIAS
VP for Instruction
Date:

Approved by:

EDGARDO E. TULIN
President
Date: