

- 641 2441
2/15

Visca, Baybay City, Leyte

FEB 18 2019

1603

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, ROSARIO P. ABELA, Head of the VSU LABORATORY HIGH SCHOOL, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July to December, 2018.

Department Head: ROSARIO P. ABELA, Ed.D.
Date: February 8, 2019

Dean: ALEJ A. VILLOCINO, Ed.D.
Date: _____

MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	Actual Accomplishment	Rating				Remark
					Quality	Efficiency	Timeliness	Average	
1: Advanced Education Services									
OVPI MFO1 Graduate Degree Program Management Services									
PI 1: Graduate degree program monitored		NA						0.00	
PI 2: Total Graduate FTE monitored		NA						0.00	
PI 3: Percentage increase in number of graduate students enrolled		NA						0.00	
PI 4: Percentage increase in number of graduate students who graduated within prescribed period		NA						0.00	
OVPI MFO 2. Student Management Services									
PI 1: Number of students awarded with scholarships/ assistantships		VSULHS Guidance, USSO & Other Schools/DepEd	100	232	5	5	5	5.00	Honorific, Partial and Full Scholars
PI 3: Number of students awarded with honor/distinction upon completion		VSULHS Honors & Awards Committee	34 (30% of the Senior class)	66 (50.38% of the Senior Class)	5	5	5	5.00	

P14 Number of students advised	VSULHS Faculty	400	496	5	5	5.00	5.00	
UMFO 2. Higher Education Services								
OVPI MFO 1. Curriculum Program Management Services								
PI 1: Total Undergraduate FTE monitored	VSULHS Faculty VL - TL - Part-time TOTAL FTE	17 102 136 255	1425.0	5	5	5	5.00	1 VL, 13 TL, 5 Part-time instructors Note: Dr Abela's FTE is charged to DTE
PI 2: Number of undergraduate curricular programs compliant to CMO, approved and offered	NA							
P13 Average Passing percentage in licensure examinations in mandated programs	NA							
PI 4: Number of undergraduate graduates in mandated programs graduated within the prescribed period	NA							
PI 5: Percentage increase in the number of High School students who graduated within prescribed period	All VSULHS Faculty	100%	100%	5	5	5	5.00	
PI 6: Percentage increase in the number of undergraduate students enrolled	NA							
P17 Number of academe/ industry linkage established	NA							
P18 Number of student-related activities assisted	VSULHS Faculty	12	16	5	5	5	5.00	COCC, VSULHS Intrams, Buwan ng Wika, Local Science Fair Congress, PTC, Parents Consultation, Acquaintance, Induction of Officers, SBO Election, Cluster meet, City Meet, English Month, Regional Division Schools Press Conference, Division Festival of Talents, Regional Science Fair, Career Guidance Seminar

P19 Number of student organizations advised/ assisted	VSULHS Faculty	12	13	5	5	5	5.00	SBO, CAT, English Club, Dance club, sports club, Math & Science Club, FFP, FAHP, Filipino club, Organization of Grade 7, 8, 9, & 10 classes, Tiller (HS publication), Glee Club, PTA
P10 Number of Instructional Materials Developed	Faculty	30	35	5	5	5	5.00	Hand outs, Ppt presentations

UMFO 3. RESEARCH SERVICES

PI 1: Number of published papers in internationally indexed journals	Faculty	0	0.00					
PI 2: Number of research outputs presented in regional/national/international fora/conferences	Faculty	2	3	5	5	5	5.00	Mr. Tejera, Dr. Abunda and Dr. Desades
PI 3: Number of research projects conducted and/or completed on schedule	Faculty	0		3	3	3	3.00	
PI 4: Number of research proposals submitted	Faculty	0		3	3	3	3.00	
PI 5: Number of research proposals approved	Research Committee	0		3	3	3	3.00	
P16 Amount of research money generated from external funding	Faculty	0		3	3	3	3.00	
P17 Amount of research money generated from institutional funding	Faculty	0		3	3	3	3.00	
P18 Additional outputs		0		3	3	3	3.00	

UMFO 4. EXTENSION SERVICES

PI 1 Number of person-days trained weighted by length of training	Faculty	0		3	3	3	3.00	
PI 2 Number of trainings conducted	Faculty	0		3	3	3	3.00	
PI 3 Number of IEC materials/technoguides developed or used	Faculty	0		3	3	3	3.00	
PI 4 Number of beneficiaries served	Faculty	0		3	3	3	3.00	
P15 Number of technical/expert services	Faculty	0		3	3	3	3.00	
P16 Number of Extension Projects Conducted	Faculty	0		3	3	3	3.00	
P17 Number of Extension Proposals Submitted	Faculty	0		3	3	3	3.00	
P18 Percent of Extension Proposals Approved	Faculty	0		3	3	3	3.00	
P19 Amount of extension money generated from external funding	Faculty	0		3	3	3	3.00	
PI 10 Amount of extension money generated from institutional funding	Faculty	0		3	3	3	3.00	
PI 11 Additional Outputs								

UFMO 5. SUPPORT TO OPERATIONS								
OVPI MFO 1 Faculty Development Services								
PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted	OVPI, ODAHRD, SFAC, Department	4	7	5	5	5	5.00	7 currently on study leave for Ed.D. or Ph.D. (Mr. Mamolo, Mr. Lambert, Ms. Siarez, Mr. Catre, Ms. Lambert, Mr. Gonzaga and Mr. Rivera)
PI 2: Number of Practice Teachers mentored and evaluated	College of Education VSULHS Faculty	8	10	5	5	5	5.00	Ms. Albarico, Ms. Alajas, Mr. Apostol, Ms. Dela Cruz, Mr.
PI 3: Number of field study students assisted	College of Education VSULHS Faculty	100	188	5	5	5	5.00	
PI 4: Other Services: Other services provided (e.g. bands, CAT Officers) to VSU activities and other agencies	VSULHS faculty, students, CAT officers, Band & Lyre corps members	3	5	5	5	5	5.00	City Meet, Convocation, Faculty & Staff sports fest parade, Buwan ng Wika, VSULHS Intrams
OVPI MFO 2. Faculty Recruiting/Hiring Services								
PI 1: Number of faculty recruited/hired aligned with ISO standards	VSULHS Personnel committee & APB	4	10	5	5	5	5.00	Mr. Balana, Ms. Dadula, Ms. Miaga, Mr. Saladaga, Ms.
OVPI MFO 3. Faculty Evaluation Services								
PI1 Number of seminars/trainings/conventions/workshops coordinated for entire university								
PI2 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	OVPI, Department, admin staff	80%	100%	5	5	5	5.00	All of the regular, substitute and part-time faculty got a Very Satisfactory or
PI4 Number of in-house seminars/trainings/workshops/reviews conducted/attended	OVPRE	0%	1%	5	5	5	5.00	University in-house review attended by the principal, research and extension coordinators
PI5 Additional outputs								
OVPI MFO 6. General Administration and Support Services (GASS)								
PI 1: Number of degree programs which passed accreditation/evaluation at least Level 1	NA							
PI 2: QMS on faculty recruitment, development	OVPI, QAC, ODAHRD							
PI3 Percentage of degree compliant with CHED	OVPI, QAC, College, Department							
PI4 Additional Outputs								

UMFO 6 GENERAL ADMINISTRATION AND SUPPORT SERVICES

PI 1. Number of colleges, departments & support units supervised, monitored & coordinated	Principal	3	3	5	5	5	5.00	Comm. Arts, MathSci., and Home Science Sections
PI 2. Number of management meetings conducted	Principal	3	6	5	5	5	5.00	Two meetings scheduled in July for the class scheduling
PI 3. Number of documents signed and approved	Department	900	1000	5	5	5	5.00	Honors Certificates Requested HS Diploma, Certifications, Form 137, Forms for Athletes
PI 4. Number of university committees/boards/council chaired & coordinated	OVPI, College, Departement	1	2	5	5	5	5.00	Uniform Committee(Dr. Limbo), VSU Faculty Association (Dr. Abunda as
PI 5. Number of frontline academic services monitored and ensured to be customer friendly & efficient and citizens charter posted conspicuously	OVPI, College, Department, Units	1	3	5	5	5	5.00	Two Administrative Staff in the Office serving as frontliners, Nursery and Farm Maintenance personnel for laboratory and research purposes of students
PI 6. Percentage of new faculty recruited/hired using procedures aligned wih ISO standards	OVPI, ODAHRD, PRPEO, APB, College, Deparment	90%	100%	5	5	5	5.00	5 substitute, 5 part-time instructors

OVPI MFO 2. Frontline Services

PI 1. Efficient and customer-friendly frontline service	Zero percent complaint from clients served	100% no complaint	100% no complaint	5.0	5.0	5.0	5.0	
Best practices/new initiatives								
TOTAL Overall Rating							163.00	
AVERAGE RATING							4.18	
ADJECTIVAL RATING								

Received by:

Planning Office

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: _____