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OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, SUZETTE B. LINA, Head of the Department of SOIL SCIENCE, 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 - December 2021

Department Head
Date:

College Dean

Date:



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

PERSONNEL FULL-TIME TEACHING EQUIVALENT (FTE):			Total FTE (1x:	RDE Commitments***	
Personnel	Number (1)	Min. FTE (2)		Research	Extension
Department Head	1	4	4.0	0.0	0
Faculty w/ Univ. Designated Position	1	0	0.0	0.0	0
Regular Faculty (VSL)**	4	8	32.0	2.0	1
Regular Faculty (ILS)**	1	18	18.0	0.0	0
Part time Faculty	1	0	0.0	0.0	0
Admin Staff members	2	0			
TOTAL:				2.0	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 be 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]


	b.	actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)	Dept. Head & Faculty	50.00%	57%	5	5	5	5		
	c.	producing technologies for commercialization or livelihood improvement									
	d.	whose research resulted in an extension program									
OVPI MFO 2. Graduate Student Management Services											
	PI 1: Percentage of graduate students enrolled in research degree programs *		Dept. Head & Faculty	100%	100%	5	5	5	5.0		
	PI 2: Percentage of accredited graduate programs *		Dept. Head & Faculty	100%	100%	5	5	5	5		
	PI 3: Number of graduate degree specializations offered and monitored *		Dept. Head & Faculty	1	1.00	5	5	5	5		
	PI 4: Total FTE coordinated, implemented & monitored*		Dept. Head & Faculty	12	32.00	5	5	5	5		
	PI 5: Percentage increase in number of graduate students enrolled *		Dept. Head & Faculty	50%	83.33%	5	5	5	4.8		
	PI 6: Percentage increase in number of students who graduated within prescribed period *		Dept. Head & Faculty	75%	75.00%	5	4.5	4.5	4.7		
	PI 7: Number of graduate students awarded with honors/distinction *		Dept. Head & Faculty	0							
	PI 8: Number of graduate students advised *		Dept. Head & Faculty	10	14.00	5	5	4.5	4.5		
	PI 9: Number of instructional materials developed *		Dept. Head & Faculty								
	On-line ready courseware										
				3	6	5	5	5	5		
	Flexible instructional materials			2	6	5	5	5	5		
	Assessment tools			3	32	5	5	5	5		
	PI 10: Number of virtual classrooms created and operationalized			3	6	5	5	5	5		


	PI.10 MS Soil Science Program has COPC from CHED			0	1	5	5	5	5		
MFO 2	HIGHER EDUCATION SERVICES (50%)										
	PI 1. Percentage of first time licensure exam takers that pass the licensure exams *	Dept. Head & Faculty	70%	83.33	5	5	5	5			
	PI 2. Percentage of graduates (2 years prior) that are employed *	Dept. Head & Faculty	80%	85.00	5	5	5	5	Ongoing		
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *	Dept. Head & Faculty	100.00%	100%	5	5	5	5			
	PI 4. Percentage of undergraduate programs with accreditations *	Dept. Head & Faculty	100.00%	100%	5	5	5	5			
	PI 5: Total FTE, coordinated, implemented and monitored *	Dept. Head & Faculty	95	255.883	5	5	5	5			
	PI 6: Number of students advised: *	Dept. Head & Faculty									
	<i>On thesis/ field practice/special problem</i>		7	8	5	5	5	5			
	<i>No. of approved manuscript submitted within prescribed period</i>		5	5	5	5	5	5			
	<i>On consultation</i>		15	23	5	5	5	5	Major students		
	PI 7: Number of student organizations advised/ assisted *	Dept. Head & Faculty									
	<i>Student organizations advised</i>		1						N/A (pandemic)		
	<i>Student organizations assisted on student related activities</i>		1						N/A (pandemic)		
	PI 8: Number of instructional materials developed *	Dept. Head & Faculty									
	On-line ready courseware	Dept. Head & Faculty	5	14	5	5	5	5	Soil 22, Soil 24, Soil 110, Soil 112, Soil 116, Soil 117, Soil 118, Soil 199-B, Soil 199C, Envi 112, Soil 110, Soil 114, Soil 111, Soil 113, Soil 115		
	Flexible instructional materials	Dept. Head & Faculty	5	14	5	5	5	5	Soil 22, Soil 24, Soil 112, Soil 116, Soil 117, Soil 118, Soil 199-B, Soil 199C, Envi 112, Soil 110, Soil 114,		
	Assessment tools	Dept. Head & Faculty	5	100	5	5	5	5	Soil 22, Soil 24, Soil 112, Soil 116, Soil 117, Soil 118, Soil 199-B, Soil 199C, Envi 112, Soil 110, Soil 114, Soil 111, Soil 113, Soil 115		

	PI 9: Number of virtual classrooms created and operationalized	Dept. Head & Faculty	5	12	5	5	5	5	Soil 22, Soil 24, Soil 112, Soil 116, Soil 117, Soil 118, Soil 199-B, Soil 199C, Envi 112, Soil 110, Soil 114, Soil 111, Soil 113, Soil 118	
	PI 10: Additional Outputs (Top 1 in Agriculturist Board Exam)	Student	0	1.00	5.0	5.0	5.0	5.0		
MFO 3	RESEARCH SERVICES (10%)									
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	Dept. Head & Faculty								
	PI 2. Number of research outputs completed within the year *	Dept. Head & Faculty	1	1	5	5	5	5	All Ongoing	
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	Dept. Head & Faculty								
	In refereed int'l journals	DSS Faculty	25%	50.00%	5.0	5.0	5.0	5.0		
	In refereed nat'l/regional journals									
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences *	Dept. Head & Faculty								
	In int'l fora/conferences									
	In nat'l/regional fora/conferences		25%	50.00	5.0	5.0	5.0	5.0		
	PI 5. Percent of research proposals approved *	Dept. Head & Faculty	25%	100.00	5.0	5.0	5.0	5.0		
	PI 6. Additional outputs* No. of Publications	Dept. Head & Faculty								
	No. of research-related awards (research conducted by faculty or student w/ faculty)	Dept. Head & Faculty	0	3.00	5.0	5.0	5.0	5.0		
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	1	1	5.0	5.0	5.0	5.0		
	PI 2. Number of trainees weighted by the length of training *	Dept. Head & Faculty	50	60	4.5	4.8	4.8	4.7	Virtual and face to face (DSS extension project and ATI)	
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs *	Dept. Head & Faculty	1	1	5.0	5.0	5.0	5.0		

	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance*	Dept. Head & Faculty	50.00%	75%	5.0	5.0	5.0	5.0		
	PI 5. Number of technical/expert services *	Dept. Head & Faculty								
	Research Mentoring		3	3	5.0	5.0	5.0	5.0		
	Peer reviewers/Panelists		4	5	5.0	5.0	5.0	5.0	ATR, Science and Humanities & Journals outside VSU	
	Resource Persons		1	7	5.0	5.0	5.0	5.0	SBL, DML, MAB, BCJ, VBA	
	Convenor/Organizer		0							
	Consultancy									
	Evaluator		1	1	5.0	5.0	5.0	5.0		
	PI 8. Percent of extension proposals approved *	Dept. Head & Faculty	50%	100%	5	5	5	5		
	PI 11. Additional outputs *	Dept. Head & Faculty								
	No. of extension-related awards (extn. conducted by faculty or student & faculty) *									
MFO 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 *	Dept. Head & Faculty	1	1	5	5	5	5	CMOQ	
	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	0	2.00	5.0	5.0	5.0	5.0	Part-Time Instructor	
	OVPI MFO 3. Faculty Evaluation Services									
	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	90.00%	100.00	5.0	5.0	5.0	5.0		
	PI 6: Number of in-house seminars/trainings/ workshops/reviews conducted/attended *	Dept. Head & Faculty	1	1.00	5.0	5.0	5.0	5.0		

	PI 7 : Additional outputs *		Dept. Head & Faculty								
	Number of faculty/staff awards/honors received related to operations support			0	1.00	5.0	5.0	5.0	5.0	Loyalty Award	
	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	1	5	5	5	5		
	MFO 6 General Admin. & Support Services (GASS)										
	PI 1. Submission of College/Department PPMP for the following year within deadline as prescribed by BAC*		Dept. Head	1	2.00	5.0	5.0	5.0	5.0		
	PI 2. Zero percent complaint from clients served		Dept. Head & all faculty & staff								
	PI 3. Number of coaching sessions among faculty & staff**		Dept. Head	2	2	5	5	5	5	Ongoing	
	PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**		Dept. Head	twice per year	2	5.0	5.0	5.0	5		
	PI 5. Number of monthly/special faculty & staff meetings conducted**		Dept. Head	6	9	5	5	5	5	Ongoing	
	PI 6. Additional Outputs. Virtual Consultation Meeting with Major Students		Dept. Head & all faculty & staff	0	2.00	5.0	5.0	5.0	5.0		
	Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies *			1	1	5.0	5.0	5.0	5.0	Virtual consultation meeting with student every last Friday of the month. We created groupchat where we sent communications, updates and immediate concerns aside from emails both within faculty group and major student students	
Total Over-all Rating						258.683					
Average Rating						4.975					
Adjectival Rating						Outstanding					

Received by:

DILBERTO O. FERRAREN

Calibrated by:

DANIEL LESLIE TAN

Recommending Approval:

BEATRIZ S. BELONIAS

Approved:

EDGARDO E. TULIN

Director for Planning *21 Jan 2022* Chairman, PMT

Date:

Date: *1/18/2022*

VP for Academic Affairs

Date: *01/17/2022*

President

Date: *1/20/22*

- * 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