## "Exhibit A"

## OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, <u>CHRISTINA A. GABRILLO</u>, Head of the <u>DEPARTMENT OF DEVELOPMENT COMMUNICATION</u> commit to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period <u>JANUARY TO JUNE 2020</u>.

Approved:

CHRISTINA A. GABRILLO

Assoc. Prof. V & Department Head

VICTOR B. ASIO College Dean

Description of MFO's/PAPs	Success Indicators	Units/Persons Responsible	Responsible	Actual Acco	Actual Accomplishments		R	ating	-	REMARKS	%
				% Accomplish ments	Details of Accomplish ments	Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>		Weight
UMFO 1. ADVANCED EDUCAT	ON SERVICES								1		
OVPAA MFO 2. Graduate Stud	ent Management Services						4				
PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	DDC Head & Graduate Faculty	19.76	100%	28.23	5	5	5	5.00	Graduate course offering for the sem,	2%
PI 8: Number of graduate students advised *	A2. Number of students advised	DDC Head & Graduate Faculty	3.00	100%	9.00	5	5	5	5.00	As academic adviser and GAC,	2%
	A3. Number of students advised on thesis/special problem/dissertation	DDC Head & Graduate Faculty	3.00	100%	9.00	5	5	5	5.00	As GAC	2%
<u> </u>	As GAC Chair, Member and head	DDC Head & Graduate Faculty	1.00	22%	2.00	5	4	4	4.33	graduated their MS	2%

	A4. Number of students entertained for consultation purposes	DDC Head & Graduate Faculty	5.00	100%	12.00	5	5	5	5.00	As professors & academic adviser/GAC	2%
PI 9: Number of instructional materials developed *	A5. Number of online ready coursewares developed and submitted for review										
	Online ready courseware	DDC Head & Graduate Faculty	1.00	50%	4.00	5	4	4	4.33	For graduate subjects offered on the finishing touches	2%
	Supplemental learning resources	DDC Head & Graduate Faculty	5.00	50%	30.00	5	4	4	4.33	For all graduate courses/subjects	2%
	Assessment tools	DDC Head & Graduate Faculty	5.00	50%	30.00	5	4	4	4.33	For all graduate courses/subjects	2%
	A 6 : Number of online coursewares reviewed by TRP & edited by MMDC editor	DDC Head & Graduate Faculty	1.00	50%	2.00	5	4	4	4.33	Majority of faculty have multiple functions in the	2%
	A 7 : Number of virtual classrooms created and operational	DDC Head & Graduate Faculty	1.00	50%	2.00	5	5	4	4.67	still to install virtual classrooms	2%
UMFO 2. HIGHER EDUCATION	SERVICES										
OVPAA MFO 3. Higher Educati	on Management Services										
PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	DDC Head & Faculty	41.04	100%	51.30	5	5	5	5.00	In all undergraduate courses/subjects offered	2%
	A10. Number of grade sheets submitted within prescribed period	DDC Head & Faculty	10.00	100%	21.00	5	5	5	5.00	for all our subjects offeredduring the second sem	2%
	A 11. Number of INC forms with grade submitted within prescribed period	DDC Head & Faculty	1.00	100%	2.00	5	5	5	5.00	for those who completed their INCs	2%

	A12. Number of trainings/webinars attended related to instruction	DDC Head & Faculty	5.00	100%	22.00	5	5	5	5.00	either the faculty served as participants or resource persons	2%
	A13. Number of long examinations administered and checked	DDC Head & Faculty	3.00	100%	13.00	5	5	5	5.00	before the lockdown	2%
	A14. Number of quizzes administered and checked	DDC Head & Faculty	10.00	100%	20.00	5	5	5	5.00	before the lockdown	2%
	A15. Number of lab reports and term papers checked and graded	DDC Head & Faculty	1.00	100%	3.00	5	5	5	5.00	before the lockdown	2%
PI 8: Number of students advised	A16. Number of students advised:										The second secon
	A17. Number of students advised on thesis/ field practice/special problem:	DDC Head & Faculty	10.00	100%	98.00	5	5	5	5.00	on thesis and academic advising	2%
	As SRC Member/Chair	DDC Head & Faculty	5.00	100%	19.00	5	5	5	5.00	by all DDC faculty	2%
7	A18. Number of students entertained for consultation purposes	DDC Head & Faculty	10.00	100%	61.00	5	5	5	5.00	by all DDC faculty	2%
PI 9: Number of student organizations advised/ assisted *	A19. Number of Student organizations advised	DDC Head & Faculty	2.00	100%	7.00	5	5	5	5.00	DecSo, Amaranth, dorms	2%
	A20. Number of Student organizations assisted on student related activities	DDC Head & Faculty	1.00	100%	9.00	5	5	5	5.00	for 2 faculty at DDC	2%
PI 10: Number of instructional materials developed *	A 21 : Number of online coursewares developed and submitted :	DDC Head & Faculty	1.00	100%	3.00	5	5	5	5.00	for 2 faculty at DDC	2%
	Online ready courseware	DDC Head & Faculty	1.00	60.00%	3.00	5	4	4	4.33	for 2 faculty at DDC	2%

	Supplemental learning resources	DDC Head & Faculty	5.00	60.00%	27.00	5	4	4	4.33	for 2 faculty at DDC	2%
-	Assessment tools	DDC Head & Faculty	5.00	60.00%	27.00	5	4	4	4.33	for 2 faculty at DDC	2%
	A 23 : Number of online coursewares reviewed by TRP & edited by MMDC editor	DDC Head & Faculty		60.00%	3.00	5	4	4	4.33	for 2 faculty at DDC	2%
	A 24 : Number of virtual classrooms created and operational	DDC Head & Faculty		60.00%	3.00	5	4	4	4.33	for 2 faculty at DDC	2%
PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:	DDC Head & Faculty									
	Program accreditation/evaluation Agency/firm/Industry										
	linkages										
	A 26. Other outputs implementing the new normal due to covid 19	DDC Head & Faculty									
Total Rating for Instruction	Thomas de to coyle to					-			133.00		
Average Rating for Instruction						1			4.75		
UMFO 3 . RESEARCH SERVICES						1					2%
in the last three (3) years utilized by the industry or by other beneficiaries *	years utilized by the industry or by other beneficiaries * with institutional, national, and international fundings	DDC Head & Faculty	5.00	100.00%	13.00	5	5	5	5.00	3 research projects funded by CHED-COD, YRRP-IEC & University of Montana and East-West Center, Hawaii, USA and VSU- funded projects	2%
<u>PI 2</u> . Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	DDC Head & Faculty	1.00	100.00%	5.00	5	5	5	5.00	by 3 DDC Faculty	2%

PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year	DDC Head & Faculty	1	100.00%	10.00	5	5	5	5.00	DDC special issue of ATR	2%
	In refereed int'l journals	DDC Head & Faculty	1.00%	100.00%	10.00	5	5	5	5.00	still under review for DDC Special ATR issue	2%
	In refereed nat'l/regional journals	DDC Head & Faculty		100.00%	1.00	5	5	5	5.00	The article has been accepted for review	2%
PI 4. Number of research outputs presented in regional/national/int'l fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	DDC Head & Faculty								not included in the target output due to travel restrictions in the light of COVID-19 pandemic	
	In int'l fora/conferences	DDC Head & Faculty									
	In nat'l/regional fora/conferences	DDC Head & Faculty									
PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved	DDC Head & Faculty								not included in the target in the light of fund limitations due to the covid-19	
<u>PI 6</u> . Additional outputs*	A 32. No. of research- related awards (research conducted by faculty or student w/ faculty)	DDC Head & Faculty								none yet	
	A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer	DDC Head & Faculty	1.00	100.00%	3.00	5	5	5	5.00	with 3 DDC faculty	
A	A 34. Number of UMs submitted to ITSO, VSU	DDC Head & Faculty								due to covid	

	A 35.Other outputs implementing the new normal due to covid 19	DDC Head & Faculty								none yet	
Total Rating for Research									30.00		
Average Rating for Research									5.00		
UMFO 4. EXTENSION SERVICES						<b>†</b>					
PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained	DDC Head & Faculty	1.00	100.00%	3.00	5	5	5	5.00	East-West Center, YRRP, CHED-COD	2%
PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	DDC Head & Faculty	10.00	100.00%	220.00	5	5	5	5.00	Radio training for affiliates, google classroom	2%
PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	DDC Head & Faculty	1.00	100.00%	3.00	5	5	5	5.00	East-West Center, YRRP, CHED-COD	2%
PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	A 39. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	DDC Head & Faculty	5.00%	95.00%	220.00	5	5	5	5.00	Broadcast training for DYDC Affiliate hosts/announcer s as highly satisfactory/Goo gle classroom	2%
PI 5. Number of technical/expert services	A 40. Number of technical/expert services as/in:										
Research Mentoring	Research Mentor	DDC Head & Faculty		100.00%	1.00	5	5	5	5.00	with DEPED Baybay	
Peer reviewers/ Panelists	Peer reviewers/Panelists	DDC Head & Faculty									700000000000000000000000000000000000000

Resource Person	Resource Person	DDC Head & Faculty	2.00	100.00%	5.00	5	5	5	5.00	As requested by ATI, DEPED	2%
Convenor/Organizer	Convenor/Organizer	DDC Head & Faculty									
Consultancy	Consultant	DDC Head & Faculty									
Evaluator	Evaluator	DDC Head & Faculty		100.00%	1.00	5	5	5	5.00	ATI RTC 8	2%
<u>PI 8.</u> Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	DDC Head & Faculty								Did not submit due to covid 19 pandemic	
<u>PI 11</u> . Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *	DDC Head & Faculty									
,	A 43. Other outputs implementing the new normal due to covid 19	DDC Head & Faculty	5.00	100.00%	15.00	5	5	5	5.00	New development radio programs at DYDC & Serbisyo Kabataan Online	3%
	DYDC radio programs	DDC Head & Faculty	300,000.00	100.00%	550,000.00	5	5	5	5.00	Radio audience all over the world	3%
	Leaflets and modules for crops and livestock technologies	DDC Head & Faculty	5.00	100.00%	12.00	5	5	5	5.00	with YRRP-IEC project	3%
Total Rating for Extension									50.00		
Average Rating for Extension				ritheration as reason as reason from Coulombration Annual Course as the conservation of the Course as the Course a					5.00		
UMFO 5. SUPPORT TO OPERA	TIONS										***************************************
OVPAA MFO 4. Program and In	stitutional Accreditation Se	vices		- CANTON BERTON COSTO CORRESPONDO ESTA CONTRACTOR DE CONTRACTOR DE CONTRACTOR DE CONTRACTOR DE CONTRACTOR DE C							

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*	A 44. Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015*	DDC Head & Faculty	100.00%		5	5	5	5.00	No NC during the rating period (January to June 2020)	2%
	A 45. Compliance to all requirements of the program and institutional accreditations:									
Total Rating for Support to								5.00		
Operations Average Rating for Support to Operations								5.00		
UMFO 6. General Admin. & Supp	oort Services (GASS)							and the second s		
PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	DDC Head & Faculty	100.00%		5	5	5	5.00		2%
PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *									
	A 48. Other outputs implementing the new normal due to covid 19									
	Responded to the ATENEO Benchmark survey through a phone interview and an email on DDC's graduate program as the CHED-COD		100.00%	1.00	5	5	5	5.00	CRAG	2%

Adjectival Rating								Outsta	nding		***************************************
Average Rating									4.95		***************************************
Total Over-all Rating									480.75		100%
Average Rating									5.00		
Total Rating									25.00		
	4 DDC Faculty are now given university responsibilities and headships	DDC Head & Faculty	1.00	100.00%	4.00	5	5	5	5.00	DDC, DYDC, MMDC, UIMC, Web Team, QAC	3%
	DYDC-FM is an asset to DDC for its real development communication programs	DDC Head & Faculty	1.00	100.00%	6.00	5	5	5	5.00	with DYDC-FM	1%
•	International linkages with USA, China & Netherlands, Japan, Korea	DDC Head & Faculty	1.00	100.00%	5.00	5	5	5	5.00	with all DDC faculty	1%

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Calibrated by:

Recommending Approval:

Approved by:

DANIEL LESLIE S. TAN

about

Planning Office Date:

REMBERTO A PATINDOL

PMT Chair Date:\_\_\_

BEATRIZ/S. BELONIAS

VP for Instruction

Date: 12/1/20

EDGARDO E. TULIN University President

Date:\_\_\_\_

1 - quality

2 - Efficiency

3 - Timeliness

4 - Average