



VISAYAS
STATE UNIVERSITY



DEPARTMENT OF SOIL SCIENCE



OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, DEEJAY M. LUMANAO, Head of the Department of Soil Science (DSS), commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January - December 2024.

DEEJAY M. LUMANAO

Department Head

Date: July 11, 2024

SUZETTE B. LINA

College Dean

Date: July 12, 2024

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

Total FTE
(1x2)

Personnel	Number (1)	Min. FTE (2)		Publication	Extension
Department Head	1	23	23	0	0
Faculty w/ Univ. Designated Position	1	9.66	9.66	0	0
Regular Faculty (VSL)*	7	9	63	1	1
Regular Faculty (TLS)*	0		0	0	0
Part time Faculty	2	42	84	0	0
Affiliate Staff	2	10	20	0	0
Admin Staff Members	3		0	0	0

TOTAL

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))

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Targets	Details of Accomplishments	Rating				Remark (Details of the targeted)
					Quality	Efficiency	Timelines	Average	
MFO 1	ADVANCED EDUCATION SERVICES (20%)								
	1	Increase enrolment in graduate distant education program							
		1.1. Percent increase enrolment of extramural students (graduate distance education)		N/A					
		1. 2. Number of new attractive extramural programs proposed		N/A					
	2	Increase enrolment of graduate international students							
		2.1. Number of new international graduate students enrolled	Dept. Head	5	1	5	5	5	5
	3	Increase enrolment in graduate programs							
		3. 1. Percent increase in graduate students enrolled	Dept. Head	2%					this will be reflected in the July-Dec OPCR
	4	Teach Graduate Courses							
		4.1 Total FTE monitored	Dept Head & Faculty	12	8.25	5	5	5	5
	5	Offer new programs and/or revise existing one							
		5.1 Number of new or revised curricular proposals submitted	Dept Head & Faculty	1	2	5	5	4.7	4.9
		5.2 Number of new or revised proposals approved by UCC	Dept Head & Faculty	1					this will be reflected in the July-Dec OPCR
		5.3 Number of new degree programs implemented	Dept Head & Faculty	1 (PhD in Soil Science)	1	5	5	5	5
	6	Increase percentage of graduate students graduating within prescribed perio							
		6.1 Percentage increase in number of graduate students who graduated within prescribed period	Dept Head & Faculty	2%					this will be reflected in the July-Dec OPCR
MFO2	HIGHER EDUCATION SERVICES								

	7	Increase the performance of graduates in licensure exams								
		7.1	Percentage passing of first time takers	Dept Head & Faculty	60%					this will be reflected in the July-Dec OPCR because the LEA exam will take place on November and result mostly come out in December
		7.2	Percentage of programs with board exams with passing rate above the national (first time takers)	Dept Head & Faculty	50%					this will be reflected in the July-Dec OPCR because the LEA exam will take place on November and result mostly come out in December
	8	Increase employability of graduates 2 years prior								
		8.1	Percentage of graduates employed	Dept Head & Faculty	60%					this will be reflected in the July-Dec OPCR
	9	Increase enrolment of undergraduate students in CHED and RDC-identified programs								
		9.1	Percentage of students enrolled	Dept Head & Faculty	10%	10%	5	5	5	5
	10	Teach Undergraduate courses								
		10.1	Total FTE monitored	Dept Head & Faculty	75	268.7	5	5	5	5
	11	Monitor undergraduate degree programs implementation								
		11.1	Number of graduate degree programs/specializations offered and monitored	Dept Head & Faculty	1	1	5	5	5	5

	12	Increase number of students graduating with honors/distinction									
		12.1	Number of students awarded with honors/distinction	Dept Head & Faculty	1						this will be reflected in the July-Dec OPCR
	13	Produce teaching-learning materials for efficient delivery of instruction									
		13.1	Percentage of courses offered with approved course syllabi	College Dean & Dept. Heads	100%	100%	5	5	5	5	
		13.2	Percentage of courses offered with approved lms	Dept Head & Faculty	80%	100%	5	5	5	5	
	14	Improve the graduation rate of undergraduate students									
		14.1	Percentage of undergraduate students who graduated within the prescribed period	Dept Head & Faculty	60%						this will be reflected in the July-Dec OPCR
	15	Improve delivery of instruction services									
		15.1	Number of curricular reviews conducted	Dept Head & Faculty							
		15.2	Number of IMs reviewed by the CCC	Dept Head & Faculty	2						this will be reflected in the July-Dec OPCR
		15.3	Number of course syllabi and Tos reviewed and approved	Dept Head & Faculty	7	10	5	5	4.7	4.9	
MFO5	SUPPORT TO OPERATIONS										
	16	Increase graduation rate fo faculty-scholars									
		16.1	Number of faculty scholars who graduated		N/A						
	17	Obtain accreditation for all graduate program									
		17.1	Number of programs accredited at least 1 level	Dept Head & Faculty	AACCUP Accreditation still in effect						
	18	Instructional materials approved by the UIMRC									

		18.1	Number of instructional materials approved	Dept Head & Faculty	1 (new)							this will be reflected in the July-Dec OPCR
	19	Increase the percentage of graduate faculty pursuing PhD										
		19.1	Percentage of graduate faculty	Dept Head & Faculty	10%	12.50%	5	5	5	5		
	20	Obtain COPC of graduate program										
		20.1	Number of programs with COPC	Dept Head & Faculty	1	1	5	5	5	5		
	21	Increase the percentage of graduate students enrolled on schedule										
		21.1	Percentage of graduate students enrolled on schedule	College Dean & Dept. Heads	50%							this will be reflected in the July-Dec OPCR
	22	Increase number of students with scholarships/assistanships										
		22.1	Number of graduate students awarded with scholarships/assistanships	Dept Head & Faculty	5							this will be reflected in the July-Dec OPCR
	23	Obtain COPC of undergraduate programs										
		23.1	Number of program with COPC	Dept Head & Faculty	COPC already							
	24	Obtain accreditation for all undergraduate programs										
		24.1	Number of programs accredited at least 1 level	Dept Head & Faculty	AACUP Level IV-re-accredited							
	25	Increase percentage of undergraduate students enrolled on schedule										
		25.1	Percentage of undergraduate students enrolled on schedule	Dept Head & Faculty	40%	100%	5	5	5	5		
	26	Improve teaching performance of faculty members										

	26.1	Percentage of faculty rated at least VS in the Teaching performance evaluation by student	Dept Head & Faculty	90%	100%	5	5	5	5	
	26.2	Percentage of faculty rated at least VS by supervisor	Dept Head & Faculty	90%	70.00%	5	5	5	5	
	27	Smooth enrolment of students in the subsequent semester								
	27.1	Percentage of courses offered with final grades submitted within the allowable period	Dept Head & Faculty	90%	71.43%	5	5	4.7	4.9	
	28	Improve competence of faculty in teaching, research and other functions								
	28.1	Number of faculty pursuing advance degrees	Dept Head & Faculty	1	1	5	5	5	5	
	28.2	Number of faculty scholars who completed their advance degrees	Dept Head & Faculty	N/A						
	28.3	Number of faculty granted with external scholarship	Dept Head & Faculty	1	1	5	5	5	5	
	28.4	Number of faculty granted with internal scholarship/fellowship	Dept Head & Faculty		1	5	5	5	5	
	28.5	Number of faculty granted with sabbatical leave	Dept Head & Faculty	1						this will be reflected in the July-Dec OPCR
	28.6	Number of faculty granted with post-doctoral leave	Dept Head & Faculty							
	28.7	Number of faculty sent to trainings, seminars and conferences	Dept Head & Faculty	3	2	5	5	5	5	
	29	Comply with CSC, CHED and PRC qualification requirements								
	29.1	Number of new faculty hired with at least master's degree	Dept Head & Faculty	1	1	5	5	5	5	
	30	Enable all students to enroll within the scheduled registration period								
	30.1	Percentage of student and validated within the scheduled registration period	Dept Head & Faculty	50%	100%	5	5	5	5	
	30.2	Number of students advised during the registration period	Dept Head & Faculty	20	128	5	5	5	5	

	31	Provide support to students from partner schools									
		31.1	Number of OJT MOAs prepared	Dept Head & Faculty	2	1	5	5	4.7	4.9	
		31.2	Number of student interns deployed and monitored	Dept Head & Faculty	6	6	5	5	5	5	
		31.3	Number of thesis students advised	Dept Head & Faculty	15	9	5	5	5	5	
	32	Provide mentorship to students from partner schools									
		32.1	Number of exchange students supervised								
		32.2	Number of students from other schools having summer program supervised								
	33	Share available facilities and expertise to other students of the university									
		33.1	Number of students from other academic departments conducting research activities served	Dept Head & Faculty	2	5	5	5	5	5	
	34	Augment instructional facilities									
		34.1	Number of classrooms and lab rooms constructed and/or renovated								
	35	Promptly release the TPES summary result as input for coaching and mentoring activities									
		35.1	Percentage of TPES summary results released on or before the end of the midterm exams of the succeeding semester	Dept Head & Faculty	100%	100%	5	5	5	5	
	36	Improve overall work performance of faculty members									
		36.1	Percentage of faculty members evaluated by their supervisors	Dept Head & Faculty	90%	100%	5	5	5	5	
MFO6	GENERAL ADMINISTRATION AND SERVICES										

	37	Efficiently utilize the allocated budget from regular agency fund (GAA)								
	37.1	Percentage budget utilization	Dept Head & Faculty	90%	60%	5	5	5	5	
	38	Efficiently utilize allocated internally generated fund								
	38.1	Percentage budget utilization	Dept Head & Faculty	80%	60%	5	5	5	5	
	39	Efficiently deliver needed services								
	39.1	Number of departments/institute/offices supervised	Dept Head	1	1	5	5	5	5	
	39.2	Number of management meetings conducted	Dept Head & Faculty	6	3	5	5	5	5	
	39.3	Number of committee meetings conducted	Dept Head & Faculty	3	3	5	5	5	5	
	39.4	Number of routinary documents acted	Dept Head & Faculty	50	20	5	5	5	5	
	39.5	Number of requests acted	Dept Head & Faculty	15	8	5	5	4.7	4.9	
	39.6	Number of memoranda prepared	Dept Head	3	1	5	5	5	5	
	39.7	Percentage of IFWs submitted to OVPAA September 30	Dept Head & Faculty	90%	100%	5	5	5	5	
	39.8	Percentage of "Report of Actual Teaching Load" submitted to OVPAA 30 days after the start of classes	Dept Head & Faculty	90%	100%	5	5	5	5	
	39.9	Percentage of faculty and staff submitted a DTR every month	Dept. Head , Faculty and staff	60%	100%	5	5	4.7	4.9	
	39.1	Percentage of complaints, if any, addressed on time								
	39.11	Percentage of action plans implemented and monitored as scheduled	Dept Head & Faculty	50%	30%	5	5	5	5	
	39.12	Monthly accomplishment report submitted on time	Dept Head & Faculty	80%	100%	5	5	4.7	4.9	

MFO3	RESEARCH SERVICES									
	40	Increase the insternational publication outputs of faculty members								
	40.1	Number of Scopus, WoS and ACI publications and other reputable journals	Dept Head & Faculty	1						this will be reflected in the July-Dec OPCR
	41	Increase the number of research outputs completed								
	41.1	Number of outputs	Dept Head & Faculty	1						this will be reflected in the July-Dec OPCR
	42	Enhance the research competence of faculty								
	42.1	Number of research proposals submitted	Dept Head & Faculty	1	1	5	5	5	5	
	42.2	Number of research proposals approved	Dept Head & Faculty	1						this will be reflected in the July-Dec OPCR
	42.3	Number of approved research projects/studies implemented	Dept Head & Faculty	1	1	5	5	5	5	
	42.4	Amount of research money obtained from external source			2M	5	5	5	5	
	42.5	Amount of research money obtained from internal sources			500K	5	5	5	5	
		Number of research outputs presented in:								
		a. International								
	42.6	b. National	Dept Head & Faculty	1						this will be reflected in the July-Dec OPCR
		c. regional or institutional conferences	Dept Head & Faculty	2						this will be reflected in the July-Dec OPCR
	42.7	Number of patent applications								
	42.8	Number of patents approved								

		42.9	Number of creative works published								
		42.10	Number of research articles derived from approved research in the university, submitted	Dept Head & Faculty	1	2	5	5	4.7	4.9	
		42.11	Number of research articles derived from approved research in the university, published	Dept Head & Faculty	1						this will be reflected in the July-Dec OPCR
MFO4	EXTENSION SERVICES										
	43	Increase the research outputs utilized by the industry or by other beneficiaries									
		43.1	Number of research outputs	Dept Head & Faculty	1						this will be reflected in the July-Dec OPCR
	44	Engage in active partnership with LGUs, industries, NGOs, NGAs, SMEs and other stakeholders as a result of extension activities									
		44.1	Number of MOUs/MOA	Dept Head & Faculty	1						this will be reflected in the July-Dec OPCR
	45	Increase the number of trainees weighted by the length of training									
		45.1	Number of trainees weighted by the length of training	Dept Head & Faculty	90						this will be reflected in the July-Dec OPCR
	46	Undertake extension programs and projects consistent with VSUs mandated and priority programs									
		46.1	Numb extension programs projects conducted	Dept Head & Faculty	1	1	5	5	4.7	4.9	
	47	Increase the percentage of beneficiaries who rated the training course as satisfactory or higher in terms of quality and relevance									
		47.1	Percentage beneficiaries who rated the training course as satisfactory or higher in terms of quality and relevance	Dept Head & Faculty	80%						this will be reflected in the July-Dec OPCR
	48	Enhance extension competence of the faculty									
		48.1	Number of extension proposals submitted	Dept Head & Faculty	1	1	5	5	4.7	4.9	
		48.2	Number of extension proposals approved	Dept Head & Faculty	1	1	5	5	4.5	4.833333333	


		48.3	Number of approved extension projects implemented	Dept Head & Faculty	1	1	5	5	5	5	
		48.4	Number of extension outputs presented in:								
			a. International								
			b. National								
			c. regional or institutional conferences	Dept Head & Faculty	1	1	5	5	5	5	
		48.5	Number of extension activities conducted	Dept Head & Faculty	1	1	5	5	5	5	
		48.6	Number of trainings, seminars and for a conducted	Dept Head & Faculty	2	1	5	5	5	5	
		48.7	Number of expert services rendered:								
			a. peer reviewer of journal/book	Dept Head & Faculty	2	3	5	5	4.7	4.9	
			b. reviewer of research and extension proposals	Dept Head & Faculty	2	2	5	5	4.7	4.9	
			c. resource speaker/person (panelist, discussant, judge in academic and research competition, moderator in conferences, convenor, organizer, facilitator)	Dept Head & Faculty	2	2	5	5	5	5	
		48.8	Number of IEC materials developed	Dept Head & Faculty	1	1	5	5	5	5	
		48.9	Number of IEC materials distributed	Dept Head & Faculty	90	50	5	5	5	5	
		48.10	Number of extension articles derived from approved extension in the university, submitted								
		48.11	Number of extension articles derved from approved extension in the university publised								
		48.12	Amount of money obtained from external sources								

		48.13	Amount of money obtained from internal sources	Dept Head & Faculty	100K	105,690.00	5	5	5	5	
	49	Share best practices to other institutions									
		49.1	Number of external institutions/agencies conducting benchmarking activities served	Dept Head & Faculty	1	1	5	5	5	5	See separate sheet for best practices
Total Over-all Rating							303.630				
Average Rating							4.978				
Adjectival Rating							Outstanding				


Received by:


TONI MARC L. DARGANTES
 Planning Office
 Date: JUL 12 2024

Calibrated by:


ELWIN JAY V. YU
 Chairman, PMT
 Date: 7-22-24

Approved:


PROSE IVY G. YEPES
 University President
 Date: 9/6/24

* The College target should be equal to the consolidated target of the departments under the College.

** To indicate in the remarks column the details of the targetted outputs for easy review and calibration.

*** No percentage weight for ranking purposes since the Office of the Dean is automatically attached to the highest ranking department under him.