

Visayas State University

College of Engineering

Visca, Baybay City, 6521-A, Leyte, Philippines

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, JUNDY R. CASTIL, Head of the Department of Mechanical Engineering, 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.

JUNDY R. CASTIL Department Head

Date: 1//5/19

NOTED:

BEATRIZ & BELONIAS, PHO

ROBERTO C. GUARTE

College Dean

Date:

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

Personnel	Number	FTE/sem	FTE/Summer	FTE Total
Department Head Faculty w/ Univ. Designated Position	1	23.1	0.0	23.1
Regular Faculty (Vac. & Sick Leaves)	0	0.0	0.0	0.00
Regular Faculty (Teacher's Leave)	3	115.5	0.0	115.5
Part time Faculty Members	3	33.85	Actual	33.85
Admin Staff Members	0	0.0	0.0	0.00

Rating Equivalents:

- 5 Outstanding
- 4 Very Satisfactory
- 3 Satisfactory
- 2 Fair
- 1 Poor

					Actual Accomplishments		Rating				
MFO No.	MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	% Accomplishment as of June 2016	Details of Accom- plishments	Quality	Efficiency	Timeliness	Average	Remark
UMFO 1.	ADVANCED EDU	JCATION SERVICES									
	OVPI MFO 1. Gra	aduate Degree Program Managen	nent Services								

	PI 1. Graduate degree program monitored									
	PI 2. Total Graduate FTE monitored		*	•	•					
	PI 3. Percentage increase in number of graduate									
	PI 4. Percentage increase in number of graduate									
	OVPI MFO 2. Graduate Student Management Ser	vices								
	PI 1. Number of graduate students awarded with									
	PI 2. Percentage of graduate students awarded									
	PI 3. Number of graduate students awarded with									
	PI 4. Number of graduate students advised									
						Total p	oints		0.00	
UMFO 2.	HIGHER EDUCATION SERVICES				-	4	-		91	12
	OVPI MFO 1. Curriculum Program Management S	Services								
	PI 1. Total Undergraduate FTE monitored	JRC, AVB, JPB, FDS, ECO, SSC, LBS	115.00	172.45	JRC=23.1, AVB=31.5, JPB=50.55, FDS=33.45, ECO=7.35, SSC=10, LBS=16.5	5	5	5	5.00	
	PI 2. Number of undergraduate curricular									
	PI 3. Average passing percentage in licensure examinations in mandated programs		50%	87.50%	7/8 BSME students passed Aug. 2018 ME Board Exam	5	5	5	5.00	
	PI 4. Number of undergraduate graduates in									
	PI 5. Precentage increase in the number									
	PI 6. Percentage increase in the number undergrad students enrolled		5%	146.05%	Increased from new freshmen	5	5	5	5.00	
	PI 7. Number of academe/Industry linkage established	JRC, AVB, JPB, FDS	1	1	Philippine Society of Mechanical Engineers	4	4	4	4.00	

PI 8. Number of students advised	JRC, AVB, JPB, FDS	200	222	1st year=101, 2nd year=1, 3rd year=19, 4th year=58, 5th year=43	5	5	5	5.00	-
PI 9. Number of Student organizations	AVB, JPB	1	1	JPSME	4	4	4	4.00	
PI 10. Number of instructional materials developed	JRC, AVB, JPB, FDS, ECO, SSC, LBS	15	11	JRC=2, AVB=4, JPB=4, FDS=0, ECO=0, SSC=0, LBS=1	4	4	4	4.00	
					Total p	oints		32.00	
UMFO 3. RESEARCH SERVICES									
PI 1. Number of published papers in internationally	,								
refereed international journals									
refereed national journals									
institutional journals									
PI 2. Number of research outputs presented in									
international fora/conferences									
national fora/conferences									
institutional fora/conferences									
PI 3. Number of research projects conducted									
PI 4. Number of research proposals submitted									
PI 5. Percent of research proposals approved									
PI 6. Amount of research money generated from									
PI 7. Amount of research money generated from									
PI 8. Additional outputs									
					Total p	oints		0.00	
UMFO 4. EXTENSION SERVICES									
PI 1. Number of person-days trained weighted by									
PI 2. Number of trainings conducted									
PI 3. Number of IEC materials/technoguides									

PI 4. Number of beneficiaries served									
Groups		-	*				-		
Individuals									
PI 5. Number of technical/expert services									
Research Mentoring									
Peer reviewers/Panelist									
Resource Persons									
Convenor/Organizer									
Consultancy									
Evaluator									
PI 6. Number of extension projects conducted									
PI 7. Number of extension proposals submitted	· ·								
PI 8. Percent of extension proposals approved									
PI 9. Amount of extension money generated from									
PI 10. Amount of extension money generated from									
PI 11. Additional outputs									
Number of extension-related awards									
					Total p	oints		0.00	
MFO 5. SUPPORT TO OPERATIONS (STO)								1	
OVPI MFO 1. Faculty Development Services									
PI 1. Number of faculty pursuing advanced research degree programs (PhD/MS) facilitated, monitored & assisted	PLE, TOS, JNJ, RGP	4	4	PLE=USC, TOS=MSU, JNJ=MSU, RGP=UP	5	5	5	5.00	
OVPI MFO 2. Faculty Recruiting/Hiring Services				•					
PI 1. Number of faculty recruited/hired aligned with	JRC	1	1	Approved per APB	4	4	4	4.00	
OVPI MFO 3. Faculty Evaluation Services									
PI 1. Number of seminars/trainings/conventions/									
PI 2. Number of seminars/trainings/conventions/									

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PI 3. Percentage of faculty r at least very satisfactory ratin subjects evaluated		JRC, AVB, JPB, FDS, ECO, SSC, LBS	50%	100%	All faculty	5	5	5	5.00	-
PI 4. Number of in-house se workshops/reviews conducted		JRC, AVB, JPB, FDS,ASC	2	4	PSME National Conference, Mathematical Society of the Phil. Cebu Research Congress & Convention, National Conference- Workshop on Research, Statistical Modeling & Measurement, Effective Facilitationg Skills & Proactive Intervention Techniques in Responding Student- at-Risk Situations		4	4	4.00	
PI 5. Additional outputs										
Number of faculty/staff av	wards/honors									
OVPI MFO 4. Program and in	nstitutional Accredita	tion Services			•					
PI 1. Number of degree prog	grams which passed									
PI 2. QMS on faculty recruitn	ment, development									
PI 3. Percentage of degree p	orogram compliant									
PI 4. Additional Outputs										
						Total p	oints		18.00	

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PI 1. Efficient and customer-friendly frontline	JRC, AVB, JPB,	100%	100%	No complaint	5	5	5	5.00	
service	FDS, ASC, AMG, JVE	100 %	100%	No complaint	5	3	5	5.00	
PI 2. Additional Outputs									
Amount of money generated from TVET programs									
Number of departments and/or service units	JRC	1	1	DME	4	4	4	4.00	
Number of higher offices supervised									
Number of university committees/ boards/council									
Number of management meetings conducted	JRC	2	2	Department Meeting	4	4	4	4.00	
Number of documents attended and served	JRC, ASC	200	398	per DME Logbook	5	5	5	5.00	
Number of academic lecture/laboratory rooms maintained	JRC, AVB, JPB, FDS, JVE	3	3	DME-LR1, DME- LR2, DME-LR4	4	4	4	4.00	
Number of heavy equipment maintained									
Area of lawn maintained (sq.m, approx.)									
Number of office and laboratory equipment purchased	JRC, ASC, AMG	2	12	8 computers, 2, laptop, 2 LCD projectors	5	5	5	5.00	=
Number of hours devoted in consultation meeting									
Number of hours devoted in the preparation of									
Number of hours devoted in the preparation for									
Best practices/new initiatives:									
Number of Application for ISO (Prepared) - on-									
Number of Application for CHED Center of									
Number of laboratory operation and maintenance									
Number of TVET Programs coordinated									
Number of new TVET Programs Registered to									
Number of New Academic Building Construction									
Number of Completed Research Building									
Number of Completed Academic Office									

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	Number of On-going Building Renovation						
*		*		*	•	27.00	*
		77.00					
Average Rating							
Adjectival Rating					Outstandin	g	

ASC Cruz SSC Cortex (PT) IRS De Los Santos (PT) AMG-Guarte(IO) IVE-Escasinas(IO)

JRC-Castil, JPB-Binueza, FDS-Siervo, AV Study leave: PLE-Ebit, TOS-Solart e, JNJ-	G-Bantay, ASC-Cruz, SSC-Cortez (PT), LBS-De Los Santos (PT) Jo, RGP-Paña	, AMG-Guarte(10), TVE-Escusinas(10)	
Received by:	Calibrated by:	Recommending Approval:	Approved:
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	REMBERTO A. PATINDOL, Ph.D.	BEATRIZ S. BELONIAS, Ph.D.	EDGARDO E. TULIN, Ph.D.
Planning Officer	Chairman, PMT	Vice Pres. for Instruction	University President
Date:	Date:	Date:	Date: