



VISAYAS
STATE UNIVERSITY

Department of Tourism and Hospitality Management

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OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, VENICE B. IBANEZ, Head of the Department of Tourism and Hospitality Management, commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January - June 2021.

VENICE B. IBANEZ

Department Head

Date: 7/14/2021

MOISES NEIL V. SERINO

College Dean

Date: 7/15/21

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

Personnel	Number (1)	Min. FTE (2)	Total FTE (1x2,		RDE Commitments***		
					Research	Publication	Extension
Department Head	1	14.35	14.4	3.0	0	0	
Faculty w/ Univ. Designated Position	2	15.15	30.3	0.0	0	3	
Regular Faculty (VSL)*	1	8	7.5	0.0	0	3	
Regular Faculty (TLS)*	6	25	148.6	0.0	0	0	
Part time and Substitute Faculty	5	41	206.3	0.0	0	0	
Admin Staff Members	2	0					
TOTAL:	17		407	3.0	0	6	

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	Department Target	Actual		Rating				Remark (Details of the targetted output indicators with **)
				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
MFO 1	ADVANCED EDUCATION SERVICES (20%)									
	OVPI MFO 1. Graduate Degree Program Management Services									

% weight

126 34/30

1	PI 1: Percentage of graduate school faculty engaged in research work applied in any of the following:	Dept. Head & Faculty	N/A										4%
	a. pursuing advanced research degree program (Ph.D) *		N/A										
	b. actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)		N/A										
	c. producing technologies for commercialization or livelihood improvement		N/A										
	d. whose research resulted in an extension program		N/A										
OVPI MFO 2. Graduate Student Management Services													
	PI 1: Percentage of graduate students enrolled in research degree programs *	Dept. Head & Faculty	N/A										2%
	PI 2: Percentage of accredited graduate programs *	Dept. Head & Faculty	N/A										2%
	PI 3: Number of graduate degree specializations offered and monitored *	Dept. Head & Faculty	N/A										2%
	PI 4: Total FTE coordinated, implemented & monitored*	Dept. Head & Faculty	N/A										2%
	PI 5: Percentage increase in number of graduate students enrolled *	Dept. Head & Faculty	N/A										2%
	PI 6: Percentage increase in number of students who graduated within prescribed period *	Dept. Head & Faculty	N/A										2%
	PI 7: Number of graduate students awarded with honors/distinction *	Dept. Head & Faculty	N/A										2%
	PI 8: Number of graduate students advised *	Dept. Head & Faculty	N/A										2%
	PI 9: Number of instructional materials developed *	Dept. Head & Faculty	N/A										
	On-line ready courseware		N/A										

20%

	Flexible instructional materials		N/A							
	Assessment tools		N/A							
	PI 10: Number of virtual classrooms created and operationalized		N/A							
MFO 2	HIGHER EDUCATION SERVICES (50%)									
	PI 1. Percentage of first time licensure exam takers that pass the licensure exams *	Dept. Head & Faculty	N/A							7.5%
	PI 2. Percentage of graduates (2 years prior) that are employed *	Dept. Head & Faculty	60%	47%		5	4	4	4-33	2.5% 20 out of 43 target responded
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *	Dept. Head & Faculty	100%	100%		5	5	5	5	2.5%
	PI 4. Percentage of undergraduate programs with accreditations *	Dept. Head & Faculty	100%							Documents for COPC compliance of BSTM and BSHM programs already submitted to CHED (June 4, 2021) 2.5%
	PI 5: Total FTE, coordinated, implemented and monitored *	Dept. Head & Faculty	651	407.05		5	4	5	4-67	2nd semester 2020-2021 FTE 20%
	PI 8: Number of students advised: *	Dept. Head & Faculty								
	On thesis/ field practice/special problem		60.00	71		5	5	5	5	1st sem 2020-2021- 18, 2nd sem 2020-2021-53 1%
	No. of approved manuscript submitted within prescribed period		60.00	18.0		3	3	3	3	1st sem 2020-2021 OJT reports 1%
	On consultation		388	430		5	5	5	5	0.5%
	PI 9: Number of student organizations advised/ assisted *	Dept. Head & Faculty								
	Student organizations advised		2	2		5	5	5	5	Shots and TORAH 1.25%
	Student organizations assisted on student related activities		2	2		5	5	5	5	1 activity per organization 1.25%
	PI 10: Number of instructional materials developed *	Dept. Head & Faculty								10%

	On-line ready courseware	Dept. Head & Faculty	27	29		3	4	4	3	Started only (not yet completed)	
	Flexible instructional materials	Dept. Head & Faculty	27	34		5	5	5	5	Set per course (includes video presentations and powerpoints)	
	Assessment tools	Dept. Head & Faculty	27	34		5	5	5	5	Set per course (includes video presentations and powerpoints)	
	PI 10: Number of virtual classrooms created and operationalized	Dept. Head & Faculty	27	34		5	5	5	5		
	PI 11: Additional Outputs	Dept. Head & Faculty									
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	0								2%
	PI 2. Number of research outputs completed within the year *	Dept. Head & Faculty	1			2	2	2	2	On-going; research study up until Dec 2021	2%
	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	Dept. Head & Faculty									1.50%
	In refereed nat'l/regional journals		1			2	2	2	2	Research study is still on-going	0.50%
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences *	Dept. Head & Faculty									
	In int'l fora/conferences										1.50%
	In nat'l/regional fora/conferences		1			2	2	2	2	Research study is still on-going	0.50%
	PI 5. Percent of research proposals approved *	Dept. Head & Faculty	50%	33%		3	3	3	3	One out of 3 submitted research proposals	0.5%
	PI 6. Additional outputs*	Dept. Head & Faculty									
	No. of research-related awards (research conducted by faculty or student w/ faculty)										1.50%

10%

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	2		5	5	5	5	LGU Merida; PMPI	2.0%
	PI 2. Number of trainees weighted by the length of training *	Dept. Head & Faculty	50	33		4	4	4	4		2%
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs *	Dept. Head & Faculty	1	2		5	5	5	5	Extension activities (Ecotourism Webinar-Training and Training Needs Analysis Activity)	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*	Dept. Head & Faculty	90%	100%		5	5	5	5		1%
	PI 5. Number of technical/expert services *	Dept. Head & Faculty									1%
	Research Mentoring										
	Peer reviewers/Panelists										
	Resource Persons										
	Convenor/Organizer										
	Consultancy										
	Evaluator										
	PI 8. Percent of extension proposals approved *	Dept. Head & Faculty	50%			2	2	2	2		0.5%
	PI 11. Additional outputs *	Dept. Head & Faculty									
	No. of extension-related awards (extrn. conducted by faculty or student & faculty) *										1.5%
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 *	Faculty	3	1		3	3	3	3	MCLao (continuing)	0.625%

10%

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	5	6		5	5	5	5	1 regular, 1 substitute, 4 part-timers	0.125%
OVPI MFO 3. Faculty Evaluation Services											
PI 3: Number of seminars/trainings/ conventions/workshops coordinated for entire university *		Dept. Head & Faculty									0.25%
PI 4: Number of seminars/trainings/ conventions/workshops coordinated outside of the university *		Dept. Head & Faculty									0.25%
PI 5: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated *		Dept. Head & Faculty	50%	91%		4	5	5	4.67	10 out of 11 faculty got VS	0.75%
PI 6: Number of in-house seminars/trainings/ workshops/reviews conducted *		Dept. Head & Faculty	1	3		5	5	5	5	webinars	0.25%
PI 7: Additional outputs *		Dept. Head & Faculty									
Number of faculty/staff awards/honors received related to operations support											0.25%
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	100%			5	5	5	5	Zero non-conformity	2.50%
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	1		5	5	5	5		1%
PI 2. Zero percent complaint from clients served		Dept. Head & all faculty & staff									2%
PI 3. Number of coaching sessions among faculty & staff**		Dept. Head	2	1		4	4	4	4	Coaching regrading TPES Result	
PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**		Dept. Head	2	7		5	5	5	5	1 one-on-one session; 6 group sessions during dept. meeting	

5%

	PI 5. Number of monthly/special faculty & staff meetings conducted**		Dept. Head	10	6		4	4	4	4	1 per month	
	PI 3: Additional Outputs		Dept. Head & all faculty & staff									
	Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies *										explain here briefly why consider said department practice can be considered as a best practice	2%
Total Over-all Rating							126.34					
Average Rating							4.21					
Adjectival Rating							VS					

5%

Received by:


DILBERTO O. FERRAREN, PhD
 Vice President for Planning, Regulation and External Affairs

Date: NOV 18 2021

Calibrated by:


REMBERTO A. PATINDOL

Chairman, PMT

Date: 7/21/21

Recommending Approval:


BEATRIZ S. BELONIAS

Vice Pres. for Academic Affairs

Date: 7/16/2021

Approved:


EDGARDO E. TULIN

President

Date: _____

* 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