Visayas State University
INSTRUCTION

Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, **BEATRIZ S. BELONIAS,** **Vice President for Instruction,** 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.*

EDGARDO E. TULIN
President

BEATRIZ S. BELONIAS
VP for Instruction
Date: _____

MFO No.	MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	Actual Accomplishment	Quality	Efficiency	Timeliness	Average	Remark
UMFO	**1: Advanced Education Services**									
OVPI MFO 1. Graduate Degree Program Management Services										
		PI 1: Number of graduate degree specializations offered and monitored	OVPI, OGS, College, Department	46	46	4	5	5	4.67	
		PI 2: Total FTE monitored	OVPI, OGS, College, Department	9	81.01	5	5	5	5.00	
		PI 3: Percentage increase in number of graduate students enrolled	OVPI, OGS, Department, Registrar	15%	5.31%	3	3	3	3.00	
		PI 4: Percentage increase in number of students who graduated within prescribed period	OVPI, OGS, Department, Registrar	18%	20.00%	5	5	5	5.00	
		PI 5: Number of graduate degree program evaluated and monitored	OVPI, OGS, Department	2	14	5	5	5	5.00	
OVPI MFO 2. Graduate Student Management Services										
		PI 1: Number of graduate students awarded with scholarship/ assistantship	OVPI, OGS, OPO, Department	75	125	5	5	5	5.00	
		PI 2: Percentage of graduate students awarded with scholarship/ assistantship who graduated within prescribed period	OVPI, OGS, OPO, Department, Registrar	87%	90%	5	5	5	5.00	
		PI 3: Number of graduate students awarded with honors/distinction	OVPI, OGS, OPO, Department, Registrar	38	40	5	5	5	5.00	
UMFO 2. Higher Education Services										
OVPI MFO 1. Curriculum Program Management Services										
		PI 1: Total FTE monitored	OVPI, Department	30	1330.89	5	5	5	5.00	
		PI 2: Number of new undergraduate curricular program compliant to CMO, approved and offered	OVPI, Department, Univ. Curriculum Committee		5	5	5	5	5.00	BPEd, BCAEd, BECEd, BSES, BSMarBio
		PI 3: Number of existing curriculum proposal subjected to evaluation and compliant to CMO	OVPI, Department, University Curriculum Committee		19	5	5	5	5.00	

1

	Responsible	Target	Accomplishment				Avg	Remarks
Number of curriculum programs subjected to regional evaluation			16					
Number of curriculum programs applying for Certificate of Program Compliance (COPC)			3					
PI 4: Percentage increase in number of undergraduate students enrolled	OVPI, Registrar, College, Department	7%	10.00%	5	5	5	5.00	357-320/357 x 100
PI 5: Percentage increase in the number of undergraduate students who graduated within prescribed period	OVPI, Registrar, College, Department	15%		5	5	5	5.00	
PI 6: Percentage passing of students in licensure board examination	OVPI, Department, Registrar, URC	50.00%	86.80%	5	5	5	5.00	Forestry, 95.65; VetMed, 71.43; Geo, 93.33

OVPI MFO 2. Student Management Services

	Responsible	Target	Accomplishment				Avg	Remarks
PI 1: Percentage increase of students enrolled in different degree programs	OVPI, Department, Registrar	8%	20.10%	5	5	5	5.00	
PI 2: Number of students awarded with scholarship/fellowship/grants/assistantships	OVPI, Department, Registrar, USSO, Units	1150	850	3	5	5	4.33	VSU Funded (95); Non VSU (755)
PI 4: Number of students availing of dormitory facilities	OVPI, USSO	1800	1800	4	5	5	4.67	
PI 5: Number of undergraduate students awarded with honors/distinction	OVPI, Department, Registrar, USSO	NA						

UMFO 5. Support to Operations (STO)

OVPI MFO 1. Faculty Development Services

	Responsible	Target	Accomplishment				Avg	Remarks
PI 1: Number of faculty pursuing advanced degree programs (PhD) facilitated, monitored and assisted	OVPI, ODAHRD, SFAC, Department	55	36 (CHED); 9 (dost)	5	5	5	5.00	
PI 1.1: Number of faculty pursuing advanced research degree programs (MS) facilitated, monitored and assisted		30	57 (CHED); 70 (dost)	5	5	5	5.00	
PI 1.2 Number of faculty who finished advanced degree programs on time		10	16	5	5	5	5.00	
PI 2: Number of faculty availing of scholarships		75		5	5	5	5.00	
VSU Fellowship/Financial Assitantship								
National	CHED		93					
	DOST		79					
International			2					
PI 3: Number of faculty sent for trainings, seminars, conferences		75		5	5	5	5.00	
Local			98					
Regional			78					
National			49					
International			35					

OVPI MFO 2. Faculty Recruitment/Hiring Services

	Responsible	Target	Accomplishment				Avg	Remarks
PI 1: Number of faculty recruited/hired aligned with ISO standards	OVPI, ODAHRD, APB, Department	7	35	5	5	5	5.00	

OVPI MFO 3. Faculty Evaluation Services

	Responsible	Target	Accomplishment				Avg	Remarks
PI 1: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	OVPI, Department, admin staff	78%	99%	5	5	5	5.00	

OVPI MFO 4. Admission & Registration Services

	Responsible	Target	Accomplishment				Avg	Remarks
PI 1: Number of graduating junior high school (K10) students promoted to SHS	OVPI, USSO, Registrar's Office, SHS	150	150	3	5	5	4.33	

Indicator	Office(s)	Target	Actual				Avg	Remarks
PI 2: Number of students enrolled and validated within scheduled regular registration period	OVPI, USSO, Registrar's Office	2	6163	5	5	5	5.00	
OVPI MFO 5. Guidance and Counseling & Support to Students Services								
PI 1: Number of guidance activities conducted	OVPI, USSO	2	4	5	5	5	5.00	
PI 2: Percentage of students who have availed of guidance and counseling services	OVPI, USSO	85%	90%	5	5	5	5.00	
PI 3: Number of students awarded scholarship and grants	OVPI, USSO	1,250	850	3	5	5	4.33	VSU Funded (95); Non VSU (755)
PI 4: Number of best practices on students services implemented	OVPI, USSO	4	4	3	5	5	4.33	
OVPI MFO 6. Library Services								
PI 1: Percentage increase in the number of resources acquired and made available to students, faculty, staff and researchers	OVPI, Univ Lib	96%	99%	5	5	5	5.00	
PI 2: Percentage increase in the number of students, faculty, staff and researchers availing	OVPI, Univ Lib	96%	99%	5	5	5	5.00	
PI 3: Number of best Library practices introduced which increase demand to avail of Library services	OVPI, Univ Lib	6	8	5	5	5	5.00	
OVPI MFO 7. Distance Education Services								
PI 1: Number of distance education curricular programs implemented	OVPI, OGS, OPO, Registrar, Department	4	5	5	5	5	5.00	
PI 2: Percentage increase in the number of extramural students enrolled	OVPI, OGS, OPO, Registrar, Department	1%	186.00%	5	5	5	5.00	from 36 in SY 2017-2018 to 67 in SY 2018-2019
PI 3: Number of extramural students graduated within the prescribed period	OVPI, OGS, OPO, Registrar, Department	NA						Extramural students carry a lesser load hence expected not to finish on time
OVPI MFO 8. Program and Institutional Accreditation Services								
PI 1: Number of degree program specializations which passed accreditation/evaluation of at least Level 1	OVPI, QAC, Department	5	26	5	5	5	5.00	
PI 2: Number of institutional accreditation held and passed	OP, OVPI, QAC, OGS, Department, all units	NA						
PI 3: Number of degree programs compliant with CHED	OVPI, QAC, College, Department	15	27	5	5	5	5.00	
OVPI MFO 9. Development Broadcasting & Communication Services								
PI 1: Number of technical services rendered	OVPI, DYDC	75	88	5	5	5	5.00	
PI 2: Number of radio programs developed and aired	OVPI, DYDC	125	134	5	5	5	5.00	
PI 3: Number of guests invited and interviewed on air	OVPI, DYDC	25	36	5	5	5	5.00	
PI 4: Number of beneficiaries/clientele served	OVPI, DYDC	110	147	5	5	5	5.00	
PI 5: Number of queries served on time	OVPI, DYDC	120	132	5	5	5	5.00	
PI 6: Number of student interns supervised	OVPI, DYDC	7	10	5	5	5	5.00	
OVPI MFO 1. Administrative and Facilitative Services								
PI 1: Number of colleges, departments & support units supervised, monitored &	OVPI, College, Department	45	45	4	5	5	4.67	
PI 2: Number of management meetings conducted	OVPI, College, Department	40	46	5	5	5	5.00	
APB meetrings	3	12	17	5	5	5	5.00	

	Scholarship Committee meetings		10	20	5	5	5	5.00
	University Curriculum/Library/Honors & Awards Committees meetings		2	2	5	5	5	5.00
	PMT meetings		3	5	5	5	5	5.00
	Others		17	20	5	5	5	5.00
PI 3: Number of documents acted		OVPI, College, Department	920	4320	5	5	5	5.00
PI 2: Number of university committees/ boards/council chaired & coordinated		OVPI, College, Department	6	6	4	5	5	4.67
PI 3: Number of personnel policies reviewed and endorsed to UADCO & approved by BOR		OVPI, ODAHRD, PRPEO, College, Department	2	4	5	5	5	5.00
PI 4: Number of academic related policies reviewed and endorsed to UADCO & approved by BOR		OVPI, College, Department	2	5	5	5	5	5.00
PI 5: Number of frontline academic services monitored and ensured to be customer friendly & efficient and citizens charter posted conspicuously		OVPI, College, Department, Units	13	13	5	5	5	5.00
PI 6: Number of new faculty recruited/hired using procedures aligned with ISO standards		OVPI, ODAHRD, PRPEO, APB, College, Department	7	35	5	5	5	5.00
PI 7: Percentage of newly hired faculty oriented with university policies and procedures		OVPI, ODAHRD, PRPEO	80%	100%	5	5	5	5.00
PI 8: Percentage of faculty evaluated by their students		OVPI, PRPEO, Department, Admin Staff	90%	100%	5	5	5	5.00
PI 9: Percentage implementation of SPMS & PBB		PMT	92%	95%	5	5	5	5.00
OVPI MFO 2. Frontline Services								
PI 1. Efficient and customer-friendly frontline service		Zero percent of complaints not acted	0	Minor complaints	5	5	5	5.00
Best practices/new initiatives		All offices under OVPI						
	Increased honorarium of department heads to be at par with directors.				5	5	5	5.00
	Increased pay of GTAs and GRAs				5	5	5	5.00
	Provide incentives for editors and reviewers of Science and Humanities Journal				5	5	5	5.00
	Ecoding of TPES results of external campuses transferred to OVPI to prevent reported irregularities				5	5	5	5.00
	Giving of entry-level positions of newly-hired qualified faculty which could be higher than Instructor I				5	5	5	5.00
	Enhancement of the Rating Instrument for hiring of new faculty				5	5	5	5.00
	Submission of all undergraduate curricular programs for RQAT inspection				5	5	5	5.00
	Conduct of orientation of all TPES facilitators from the main and external campuses to ensure no irregularity is committeed in the conduct of the evaluation				5	5	5	5.00
	Establishment and use of a rating instrument used in the selection of College Deans and Department Heads/Directors				5	5	5	5.00
Total Over-all Rating					331.00	343.00	343.00	339.00
Average Rating					4.80	4.97	4.97	4.91
Adjectival Rating		4			Outstanding			

Received by:

Calibrated by:

Recommending Approval:

Approved:

DILBERTO C. FERRAREN
VP-Planning

Date: _____

REMBERTO A. PATINDOL
Chairman, PMT

Date: _____

BEATRIZ S. BELONIAS, Ph.D.
Vice Pres. for Instruction

Date: _____

EDGARDO E. TULIN, Ph.D.
President

Date: _____