Visayas State University College of Engineering

DEPARTMENT OF FOOD SCIENCE AND TECHNOLOGY

Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, <u>IVY C. EMNACE</u>, Head of the Department of Food Science and Technology, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period <u>July to December 2017.</u>

Department Nead
Date: Dec 2017

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

Personnel	Number	FTE/sem	FTE/Summe	er FTE Total	Rating Equivalents:
Department Head Faculty w/ Univ. Designated Position Regular Faculty (Vac. & Sick Leaves) Regular Faculty (Teacher's Leave) Part time Faculty Members Admin Staff Members	1 2 3 0 1 3	4.0 2.5 8.0 18.0 Actual 0.0	0.0 0.0 0.0 0.0 Actual 0.0	8.00 10.00 48.00 0.00 0.00	5 - Outstanding 4 - Very Satisfactory 3 - Satisfactory 2 - Fair 1 - Poor

					Actual Accomplishment				Rating		
MFO No	. MFO Descrip-tion	Success/Performance Indicator (PI)	Units/Persons Responsible*	Target	% Accomplishm ent as of June 2015	Details of Accomplishmnt	Quality	Efficiency	Timeliness	Average	Remark
MFO 1	Advanced Education Services	PI.1 Number of FTE coordinated and implemented for graduate students	FJA, LAG, ICE, RDL	20.00	25.34	Graduate students	4	5	4	4.33	
		P1.2 Graduated MSFST	8	8	8	Graduate students	5	5	5	5.00	
		P1.3 % graduates within prescribed period	FJA, RDL, LAG, ICE, ICPM	100% (8)	1.00		5	5	4	4.67	
		P1.4 No. of graduate students with DOST scholarship	LAG, RDL, FJA	6	6	Graduate students	5	5	4	4.67	
		P1.5 No. of Graduate students with Honors/Awards	MS Students	1	2	Graduate students	5	5	4	4.67	
MFO 2	Higher Education Services	PI 1. Number of FTE coordinated and implemented	All DFST faculty and COS	70	72.63	2nd sem, 2016-2017	5	5	5	5.00	

PI 2. Average percentage passing in licensure in mandated programs				License exam not required for BSFT					
PI 3. Number of graduates in mandated programs graduated w/in prescribed period									
PI 4. Number of degree programs compliant to CMO supervised and implemented	ICE,COS	1	1	BSFT/MSFST program	5	5	4	4.67	
PI 5. Number of students advised			 						
On thesis/ field practice/special problem	FJA, RDL, LA;G, ICE, LCC, ICPM	40	47	BSFT/MSFST students	4	5	5	4.67	
AS SRC Chairman	All Faculty	34	37		5	5	5	5.00	
As SRC Member	All faculty	30	35		5	5	5	5.00	
On consultation	All DFST Faculty	290	300	Approximate based on few recorded consultation. Most consultationms were not recorded	5	5	4	4.67	
On thesis data analyzing consultation									
PI 6b. No. of student organizations Advised/Assisted									
Student organizations advised	ICE, LAG, ICPM	2	3	PAFT-KSC Student Chapter Ambassadors for Christs	5	5	4	4.67	
Student organizations assisted on student related activities	ICE, LAG, LCC	20	24	Dorm Advisers	5	5	4	4.67	
New/Revisedsyllabi	FJA, LCC	2	2		5	5	4	4.67	
New/Revised Lecture Manual	ICE, ICPM, LCC	4	6		5	5	4	4.67	
Revised Lab. Manual	ICE	1	2		5	5	4	4.67	

	T	Revised course outline	FJA, ICE, LCC	4	5	T T	5	5	4	4.67	
		Revisea course outime	FJA, ICE, LCC	4				-	7	4.07	
		New /Revised Powerpoint lecture presentation (per course)	ICPM, LCC, ICE, LAG	20	27		5	4	4	4.33	
		Number of grade sheets submitted on prescribed period	All Faculty	10	14		5	5	5	5.00	
		PI 8. Additional outputs									
		Number of student awards/honors received									
		Accreditation of curricular program (2nd level)									
MFO 3	Research Services	PI 1. Number of published papers in internationally indexed journals									
		In refereed int'l journals			1		+-	1			
		In institutional journals					_				
		PI 2. Number of research outputs presented in regional/national/ int'l fora/conferences									
		In int'l fora/conferences	ICPM, LCC	1	2		5	4	4	4.33	
		In nat'l fora/conferences	LCC	1	1		5	4	4	4.33	
		In reg'l fora/conferences	ICPM	1	2		5	4	4	4.33	
		In institutional fora/conferences	ICPM	1	1		5	4	4	4.33	
		P1.3 Number of seminar/conferences									
							+-	-	-		
		P1.3 Number of poster paper presented in			1		+				
		In nat'l fora/conferences					_				
		In reg'l fora/conferences					1				
***************************************		PI 4. Number of research projects conducted and/or completed on schedule									

		TRUE Number of succession and succes	ICE IC FIA ICC	2				T E		4.67	
		PI 5. Number of research proposals submitted	ICE, LG, FJA, LCC	2	3		5	5	4	4.67	
		PI 6. Percent of research proposals approved									
		PI 7. Amount of research money generated from external funding (Thousand PHP)	RDL, ICE	1.0M	1.5M		5	5	5	5.00	
		PI 8. Amount of research money generated from institutional funding (Thousand PHP)									
		PI 9. Additional outputs									
		No. of research-related awards (research conducted by faculty or student w/ faculty)									
1FO 4	Extension Services	PI 1. Number of person-days trained weighted by length of training	RDL, LAG, FJA, ICE, LCC, ICPM	500	600	Training on Processing of food products from rootcrops, meat, fish, fruits and vegetables	5	5	5	5.00	
		PI 2. Number of IEC materials/technoguides developed/used									
		PI 3. Number of beneficiaries served									
		Groups	LAG, RDL, ICE, LCC, ICPM	8	10		5	5	5	5.00	
		Individuals	LAG, RDL, ICE, LCC, ICPM	320	330		5	5	5	5.00	
		P1.5 No. of faculty/staff acting as resource persons in training	All Faculty members	20	22		5	5	5	5.00	
		PI 4. Number of extension projects conducted and/or completed on schedule	ICE & faculty members	1	2		5	5	4	4.67	
		PI 7. Amount of extension money generated from external funding (Thousand PHP)	ICE	3M	3M	Funds for equipment from DTI	5	5	5	5.00	
		Additional:Number of MOA forged	ICE	1	2		5	5	5	5.00	

MFO 6 Ge	Support to Operations	PI 1. Number of seminars/ trainings/conventions/ workshops coordinated for entire university									
		PI 2. Number of in-house seminars/trainings/ workshops/reviews conducted									
		P1 3. Number of seminars/ trainings/conventions/ workshops									
		International	ICPM	1	1		5	4	4	4.33	
		National	LAG, ICE	1	2		5	5	5	5.00	
		Regional	LAG,RDL,ICE	2	4		5	5	5	5.00	
		Local	FJA, RDL, LAG, ICE, LCC, ICPM	3	6		5	5	5	5.00	
		PI 2. Additional outputs									
MFO 6	General Admin. & Support Services (GASS)	PI 1. Number of departments and/or service units supervised and monitored									
		PI 2. No. of management meetings conducted	ICE, LAG	8	10	Department Meetings	5	5	4	4.67	
		PI 3. Number of documents attended and served	ICE	410	430	Various office documents	5	5	5	5.00	
		PI 4. Number of academic lecture/laboratory rooms maintained	DCManagbanag	5	5	DFST01, DFST02, DFST03, DFST04, DFT05	5	5	4	4.67	
		PI.5 Number of apparatus/ equipment maintained	LMV	25	35		5	5	4	4.67	
		PI 6. Area of lawn maintained (sq.m, approx.)	DCManagbanag	3427m2	3426m2		5	5	4	4.67	
		PI 8. Number of office and laboratory equipment purchased	ICE, COS	10	20	freezer, oven, pasteurizer, refrigerator, balance, etc.	5	5	4	4.67	
		PI 9. Zero percent complaint from clients served	All Faculty & Staff	100	100	No valid complaint	5	5	4	4.67	
		PI 10. Additional Outputs								203.67	

Total Over-all Rating				202.67		
Average Rating				4.71		
Adjectival Rating				Outstanding		
Managbanag	Lorina A. Galvez, FJA - Felix J. Amestoso, RDL - Rober		nish Chris P. Mesias, COS - Carlito O	Suganob, DCM - Dioscoro C. Approved:		
Received by:	Calibrated by:	Recommending Approval:		leful		
DANIEL M. TUDTUD, JR	REMBERTO A PATINDOL	BEATRIZ/S. BELONIAS		EDGARDO E. TULIN		
Planning Officer	Chairman, PMT	Vice Pres. for Instruction		F President		
Date:	Date:	Date:		Date:		