INSTRUCTION: To facilitate formula-assisted consolidation, don't delete nor add rows & columns. Dean's Office will hide blank rows after consolidation. Don't delete cell formulas. Use provided blank rows for additional Performance Indicators. Leave target blank if PI is not applicable. Cells in yellow color (if present) need to be filled-up or checked for data accuracy.

Visca, Baybay City, Leyte Visayas State University College of Education

## OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

period January to June 201 I, ALELI A. VILLOCINO, Head of the Institute of Human Kinetics, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the

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

**Admin Staff Members** Part time Faculty Members Regular Faculty (Teacher's Leave) Regular Faculty (Vac. & Sick Leaves) Faculty w/ Univ. Designated Position Department Head Number 1 10 2 3 0 8.0 4.0 Actual 18.0 FTE/sem 0.0 Actual 0.0 0.0 0.0 FTE/Summer 8.00 0.00 FTE Total 0.0 180.00

Reting Equivalents:
5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory
2 - Fair
1 - Poor

December 21, 201 Dean, College of Education LIJUERAJA, CUADRA

					Actual Accomplishment	ishment			Rating		
MFO No.	MFO Descrip- tion	Success/Performance Indicator (PI)	Units/Persons Responsible*	Target	% Accom-plishment as of June 2017	Details of Accom- plishmnt	Quality	Efficiency	Timeliness	Average	Remark
UMFO 1:	ADVANCED EDU	ADVANCED EDUCATION SERVICES									
	MFO 1. Graduat	MFO 1. Graduate Deggree Program Management Services									
		PI1: Number of graduate degree	3	3							
		specializations offered and monitored									
		PI2: Total FTE monitored									
		-with EdD	Faculty	1	3.25	3.25	5	5	4	4.7	
		-with MS	Faculty	5	2.37	4.75	5	S	4	4.7	
		P13: Percentage increase in number of graduate students enrolled	Faculty	10							
		PI4: Percentage increase in the number of students who graduated within prescribed period	Faculty	S							
	MFO 2: Gradua	MFO 2: Graduate Student Management Service									

																											UMFO 2			
																										MFO 1: Cui	HIGHER EDUCATION SERVICES			
New lecture manual	Revised syllabi	New syllabi	PI 7. Number of instructional materials developed	Student related activities assisted	Student organizations advised	PI 6b. No. of student organi-zations Advised/Assisted	On consultation	On field practice	PI 6a. Number of students advised	<ul><li>Awards/Honors Received by Students:</li></ul>	•Awards/Honors Received by:	* International	* National	*Local	PI 5. Number of academe/Industry linkage established	BEED	BSED	PI4: Percentage passing of students in the licensure board examination	PI3: Percentage increase in the number of undergraduate students who graduated within prescribed period	PI2: Percentage increase of undergraduate students enrolled	-Part timers	- with BS	- with MS	- with PhD	PI1: Total FTE monitored	MFO 1: Curriculum Program Management Services	TION SERVICES	PI3: Number of graduate students awarded with honors/destinction	awarded with scholarship/assistantship who graduated within prescribed period	PID: Percentage of graduate students
				Head, Faculty			Head, Faculty	Head, Faculty		Head, Faculty & Affiliate Staff	Head, Faculty	Head, Faculty	Head, Faculty	Head, Faculty					¥	Faculty	Faculty	Faculty	Faculty	Faculty						
	5	2		13	7		450	30		50	2	1	4	9					85%	60%	5	162	36	18						
	1.4	2		1.15	1.14	9	1.11	1.16		1.6	2	1	1.5	1.55					1.13	1.16		2.06%	1.66%	195%						
	7	4		15	8		500	35		80	4	1	6	14					96	70	42	334.45	59.8	35.25						
	ر.	Ŋ		4	4		4	5		55	5	4	4	5					5	4	4	5	5	5						
	4	5		4	4		4	5		5	Çī	4	4	5					4	4	4	5	5	5						
	4	5		4	4		4	4		5	U	4	4	4					4	U	4	4	4	4						
	4.3	5.0		4	4		4	5		и	(J)	4	4	5					4	4.3	4	4.7	4.7	4.7						

,

1

								UMFO 3																		
In reg'l fora/conferences	In nat'l fora/conferences	In int'l fora/conferences	PI 2. Number of research outputs presented in	In institutional journals	In refereed nat'l journals	In refereed int'l journals	PI1: Number of published papers	RESEARCH SERVICES	Number of Kinetika (MAPEH newsletter) prepared for this year	Number of Students Oriented on BSED MAPEH program and institute policies	Accreditation of curricular program (4TH LEVEL PHASE 1)	PI 8. Additional outputs	Revised Sports Scorsheets for extra curricular activities	Musical Scores for Choral and Instruments	Revised Powerpoint lect. presentation (per course)	New Powerpoint lecture presentation (per course)	Revised Lab. Manual	New lab. manual	Revised lecture manual	Organized Workshops/ Sports Clinic	Identification of Instructional needs priorities and materials for procurement	Compliance of AACUP Accrediatation Recommendation	Proposal from Non-Thesal to Thesis Program	Revision of Intramural Sports Program	Info Drive to promote undergrad and MaEd Program	Review with syllabus- Instructional Materials
									ב	190	ь		ω	15	100	50				4	12	Þ	Ь	1	Ъ	ω
									2.00%	1.32%	1.00%		1.67%	1.33%	1.30%	1.20%				1.25	1.25	1%	1%	2	Ľ	1.6
									2	251	Ь		5	20	130	60				5	15	1	1	2	1	ر.
									4	Ŋ	رب رب		5	ъ	ر. د	U				رب. در	U	U	UT.	5	5	5
									4	5	ഗ		л	5	v	<sub>5</sub>				5	и	U	Uī	UI	5	4
									ω	Ŋ	Ŋ		5	5	4	4				ъ	S	U	ر.	5	v	4
									3.67	<sub>5</sub>	υ		5	v	4.7	4.7				5.00	5.00	5.00	5.00	5.00	5.00	4.30

											3								
											MFO 4								
											EXTENSION SERVICES								
PI9: Number of partnerships/linkages	PI.8. Amount of extension money generated from institutional funding (Thousand PHP)	P17. Amount of extension money generated from external funding (Thousand PHP)	PI 6. Percent of extension proposals approved	PI 5. Number of extension proposals submitted	P14. Number of extension projects conducted and/or completed on schedule	Individuals	Groups	PI 3. Number of beneficiaries served	PI 2. Number of IEC materials/technoguides developed/used	PI 1. Number of days trained weighted by length of training	RVICES	No. of research-related awards (research conducted by faculty or student w/ faculty)	PI 8. Additional outputs	PI Z. Amount of research money generated from institutional funding (Thousand PHP)	PI 6. Amount of research money generated from external funding (Thousand PHP)	PI 5. Percent of research proposals approved	PI 4. Number of research proposals submitted	P13. Number of research projects conducted and/or completed on schedule	In institutional fora/conferences
Head, Faculty							Head, Faculty												
1	50,000			2	1	70	2			25				50,000			1	Ъ	
4				1.5	ъ	1.21				1.20%							0	0	
12				ω	1	85				30									
5				4	5	5				5							ω	ω	
4				4	υ	Ŋ				S							ω	ω	
4				4	4	5				4							ω	ω	
4				4	5	5				4.7							3.0	3.0	

,

															UMFO 5		
									_					MFO 1: Facu	SUPPORT TO OPERATIONS		
Monitored the attendance of faculty in varied academic and co-curricular activities.	Prepared office orders, memoranda and other documents relative to academic and othern concerns	Supervised and monitored the implementation of instructional programs, porjects and activities	MFO 2 As Department Head	Attendance of Meetings and other related school activities	coordinated workshops, sports clinics and trainings	Committee Assignments as a member/chairperson organized by the university	Number of State Colleges and Universities coordinated for Regional SCUAA	Number of sports/wellness activities (Faculty and Staff Sportsfest, University Intramural Games, University Goodwill Games)	Recommends faculty to attend training or seminars related to their field of specialization	Attended workshops, trainings, sports	Coordinated workshops, sports clinics	Organized Workshops/ Sports Clinic	Pl1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted	MFO 1: Faculty Development Services	OPERATIONS	No. of extension-related awards (extn. conducted by faculty or studnt & faculty)	Other Outputs
Head	Head	Head, faculty, coaches, program coordinators		Head, Faculty	Head, Faculty	Head, Faculty & staff (university-wide)	Dean,Sports Directors, Faculty and Staff	Faculty					Faculty				
18	12	45		30	15	45	11	4	5	12	4	4	7				
1.11	1.25	1.25		1.33	1.33	1.14	12	1.33	1.25	0.013	2%	2%	1.6				
20	15	50		40	20	40	11	4	5	8	6	6	00				
ر.	C	5		ъ	5	v	5		ر.	5	5	5	ъ				
5	5	4		5	5	Uī	5	υ	ű	5	ر.	5	4				
v	ر. د	4		5	5	ъ	И	υ	ر. د	5	5	5	ω				
C1	5	4		5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	4.0				

					I												
		UMFO 6															
		GENERAL ADM				MFO 6: Progn		MFO 5: Admis		MFO 4: Facult		MFO 3: Facul					
PI 2. No. of management meetings conducted	PI 1. Number of departments and/or service units supervised and monitored	GENERAL ADMINISTRATION AND SUPPORT SERVICES	Pl3: Readiness to SUC levelling by CHED and DBM	Pl2: Degree program compliant with CHED	PI1: Number of degree program which passed accrediation/evaluation at least Level 1	MFO 6: Program and Institutional Accreditation Services	PII: Number of graduating high school students who took the exam resulting from information drive	MFO 5: Admission and Registration Services	PII: Percentage of faculty rated by students with at least VS rating in 50% of the subjects evaluated	MFO 4: Faculty Evalution Services (IHK)	Pl1: Number of faculty recruited/hired aligned with	MFO 3: Faculty Recruitment/Hiring Services	Submitted support to students documents for Institutional accreditation	Prepared teaching assignments of faculty	Issued memos to faculty members for effective implementation of plans and programs of the institute.	Submitted budget proposals of sports programs (regional & national scuaa), university-wide sportsfest, institute and university anniversary activities	Conducts in-service training activity for improvement of instruction in the institute at least once per semester.
Head	Head, Faculty and Staff,Dean, President,VP & Students								Head, Faculty				Head, faculty	Head, faculty	Head	Head, faculty	Head, faculty
25	20		1	Ь	1				11		2		ь	12	4	U.	4
1.25	1.25		1	1	1				ב		12		1	1.16	1.25	1.2	1.25
30	25		1	1	1				11		2		1	14	v	6	ъ
5	5		ъ	5	5				v		5		v	ъ	И	л	υ,
5	Ŋ		ű	5	5				v		ر.		ر.	5	<sub>5</sub>	5	5
Ŋ	ъ		5	5	Δı				и		5		4	5	5	л	5
5	5.0		5.0	5.0	5.0				5.0		5		4.7	G	5	5	5
									Regular - 5, Part-time - 5								

The second secon			-	The same of the sa	The second secon					The state of the s
	<u>PI 3.</u> Number of documents attended and served	Head	1,000	1.5	1500	ъ	5	σ	Ŋ	
	PI 4. Number of academic lecture/laboratory rooms maintained		8	1.25	10	v,	5	S	5	
	PI 5. Number of athletic equipment maintained		800	1.25	1000	ū	US.	ω	4	
	Conducted an inventory of equipment, supplies and materials		2	1.5	з	U	<sub>5</sub>	4	4.7	
	PI 6. Area of sports facilities maintained		18	1.11	20	ر.	5	4	4.7	
	<u>P17.</u> Number of sports equipment purchased	Head	800	1.25	1,000	5	5	4	4.7	
	<u>P18.</u> Zero percent complaint from clients served	Head, Faculty. Staff	0	1	0	5	ű	S	5	
	PI 9. Additional Outputs									
	P10 Organized a team building activity to enhance competence, efficiency and team performance		1	100%	1	5	4	4	4	
	P11 Used a software program developed for inventory of equipment, supplies and material		1	100%	1	4	5	5	4.7	
						П				
Total Over-all Rating  Average Rating						356	350 4.720	332	313.54	18.24
Adjectival Rating									4.56	Very Satisfactory

Received by:

Phannel Office Date:

Recommending Approval:

Recommending Approval:

Recommending Approval

Approved:

The Recommending Approval

Approved:

Date:

Date:

Date: