



VISAYAS
STATE UNIVERSITY



**DEPARTMENT OF
MECHANICAL
ENGINEERING**

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2291

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, **Engr. 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 January - December 2021.

JUNDY R. CASTIL

Department Head

Date: 01/25/2022

JANNET C. BENCURE

College Dean

Date: 01/25/2022



Personnel	Total FTE (1)			RDE Commitments***		
	Number (1)	Min. FTE (2)		Research	Publication	Extension
Department Head	1	4.0	8.0	0	0	0
Faculty w/ Univ. Design	0	2.5	0.0	0	0	0
Regular Faculty (VSL)*	0	12.0	0.0	0	0	0
Regular Faculty (TLS)*	5	18.0	180.0	0	0	0
Part time Faculty	1	10.0	40.0	0	0	0
Admin Staff Members	1	0.0	0.0			
TOT			228.0	0	0	0

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)

MFO No.	Success/Performance Indicator (PI)	Units/ Persons Responsible	Department Target	Actual		Rating				Remark (Details of the targetted outputs indicators with *)	% weight
				% Accom- plishment as of Dec. 31, 2021	Details of Accom- plishment s	Quality	Efficiency	Timeliness	Average		

MFO No.	Success/Performance Indicator (PI)		Units/ Persons Responsible	Departm ent Target	Actual		Rating				Remark (Details of the targetted outputs indicators with *)	% weight
					% Accom- plishment as of Dec. 31, 2021	Details of Accom- plishment s	Quality	Efficiency	Timeliness	Average		
MFO 1	ADVANCED EDUCATION SERVICES (20%)											
	OVPA A MFO 1. Graduate Degree Program Management Services											
	1	PI 1. Percentage of graduate school faculty engaged in research work applied in any of the following:									4%	
		a. pursuing advanced research degree program										
		b. actively pursuing in the last three (3) years										
		c. producing technologies for commercialization or livelihood improvement										
		d. whose research resulted in an extension										
	OVPA A MFO 2. Graduate Student Management Services											
		PI 1: Percentage of graduate students enrolled in research degree programs *									2%	
		PI 2: Percentage of accredited graduate programs *									2%	
		PI 3: Number of graduate degree specializations offered and monitored *									2%	
		PI 4: Total FTE coordinated, implemented & monitored*									2%	
		PI 5: Percentage increase in number of graduate students enrolled *									2%	
		PI 6: Percentage increase in number of students who graduated within prescribed period *									2%	
		PI 7: Number of graduate students awarded with honors/distinction *									2%	
		PI 8: Number of graduate students advised *									2%	
		PI 9: Number of instructional materials developed *										
		On-line ready courseware										
		Flexible instructional materials										
		Assessment tools										
		PI 10: Number of virtual classrooms created and										
MFO 2	HIGHER EDUCATION SERVICES (50%)											
		PI 1. Percentage of first time licensure exam takers that pass the licensure exams *	All Faculty & Staff	61%		0					licensure examination was cancelled	7.5%

[illegible]

MFO No.	Success/Performance Indicator (PI)	Units/ Persons Responsible	Departm ent Target	Actual		Rating				Remark (Details of the targetted outputs indicators with *)	% weight
				% Accom- plishment as of Dec. 31, 2021	Details of Accom- plishment s	Quality	Efficiency	Timeliness	Average		
	<i>On thesis/ field practice/special problem</i>	ME Project Adviser, Chairman and Members On the Job Training Committee (Chairman and	31	100%	31	4	4	4	4.00	26 students for OJT and 5 groups for ME Project advised 2nd sem SY 2020-2021 MSA-26; JRC-29 ; PLE-8 ; ACM- 26 ; ECO-3; RGP-8; TOS- 3 1st sem SY 2021-2022 MSA-5 ; JPB-2 ; PLE-9; ACM- 10	1%
	<i>No. of approved manuscript submitted within prescribed period</i>	All faculty & St	19	42%	8	3	3	3	3.00	only 8 students got their OJT manuscript approved	1%
	<i>On consultation</i>	All faculty & St	270	123%	333	4	4	4	4.00	MSA-92 1st year JRC-71 4th year PLE-82 3rd year ACM-65 2nd year ECO-21 irregular TOS-19 irregular	0.5%
	PI 9: Number of student organizations advised/ assisted *	Dept. Head & Faculty									
	<i>Student organizations advised</i>	JRC, ACM, AS	1	100%	1	5	4	4	4.33	PSME VSU SU	1.25%
	<i>Student organizations assisted on student related activities</i>	JRC, ACM, AS	1	100%	1	5	4	4	4.33	Department Online Consultation & JPSME Week	1.25%
	PI 10: Number of instructional materials developed *										10%
	<i>On-line ready courseware</i>	JRC, ASC &	17	176%	30	5	5	4	4.67	2nd sem SY 2020-2021	
	<i>Flexible instructional materials</i>			100%	286	5	5	4	4.67	2nd sem SY 2020-2021	
	<i>Assessment tools</i>	All faculty mem	17	271%	46	5	5	4	4.67	2nd sem SY 2020-2021	
	PI 10: Number of virtual classrooms created and operationalized	Dept. Head & I	17	171%	29	5	5	4	4.67	2nd sem SY 2020-2021 CSB-3; JRC-2; PLE-3; ACM-3; ECO-4; RGP-3; TOS-2 1st sem SY 2021-2022 MSA - 3; PLE - 3; ACM-3	
	PI 11: Additional Outputs										
	<i>Agency/firm/industry linkages</i>			100%	1	5	5	5	5.0	CoreTech System, Samar State University	

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				% Accom- plishment as of Dec. 31, 2021	Details of Accom- plishment s	Quality	Efficiency	Timeliness	Average		
	Revised OJT/FP manual conforming to college standards			100%	1	5	5	5	5.0	OJT Manual	
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 *										2%
	PI 2. Number of research outputs completed within the year *										2%
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *										
	<i>In refereed int'l journals</i>										1.50%
	<i>In refereed nat'l/regional journals</i>										0.50%
	PI 4. Number of research outputs presented in										
	<i>In int'l fora/conferences</i>			100%	1	5	5	5	5.0	Asian Conference on Resource Management & Good Governance	1.50%
	<i>In nat'l/regional fora/conferences</i>										0.50%
	PI 5. Percent of research proposals approved *	RGP, JRC	50%							Submitted research proposal	0.5%
	PI 6. Additional outputs*										
	No. of research-related awards (research conducted by faculty or student w/ faculty)				1	5	5	5	5.0	3rd place Best Paper Category, Asian Conference	1.50%
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 *	RGP, JRC, PLE, ASC	1	100%	1	4	4	4	4.0	OJT webinars	2.0%
	PI 2. Number of trainees weighted by the length of training	RGP, JRC,	10								2%
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs *	RGP, JRC, PLE, ASC	1								2%

MFO No.	Success/Performance Indicator (PI)	Units/ Persons Responsible	Departm ent Target	Actual		Rating				Remark (Details of the targetted outputs indicators with *)	% weight
				% Accom- plishment as of Dec. 31, 2021	Details of Accom- plishment s	Quality	Efficiency	Timeliness	Average		
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance*	RGP, JRC, PLE, ASC	80%								1%
	PI 5. Number of technical/expert services *										1%
	Research Mentoring										
	Peer reviewers/Panelists										
	Resource Persons	RGP, JRC, PL	1	200%	2	5	5	5	5.0	Resource person during ME Week; Energy Engineering class	
	Convenor/Organizer										
	Consultancy				1	5	5	5	5.0	Collaborative project with SSU	
	Evaluator										
	PI 8. Percent of extension proposals approved *	RGP, JRC	50%							No extension proposal	0.5%
	PI 11. Additional outputs *										
	No. of extension-related awards (extn. conducted by										1.5%
MFO 5	Support to Operations										
	OVPA MFO 1. Faculty Development Services										
	PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted *										0.63%
	PI 1.1: Number of faculty pursuing advanced research degree programs (MS) facilitated, monitored and assisted *	Department Personnel & Scholarship	3	100%	3	5	5	5	5.00	Faculty on study leave under monitoring (AVB, JPB, VLI)	0.63%
	PI 1.2: Number of faculty who finished advanced degree program on time	Department Personnel & Scholarship	1							Engr. Binueza reinstated with lacking requirements for his MSME degree	0.63%
	PI : Number of faculty granted with external scholarships	Department Personnel &	2	100%	2	5	5	5	5.00	Faculty members with external scholarships: JPB, VLI	0.63%
	PI 3: Number of faculty granted with internal fellowship grants	Department Personnel &	1	100%	1	5	5	5	5.00	Faculty members under VSU Fellowship: AVB	0.63%
	PI 4: Number of faculty granted with sabbatical leave										0.63%
	PI 5: Number of faculty sent for trainings, seminars, conferences	Department Personnel &	8	13%	1	4	4	4	4.00	PLE - IEEE Annual National Convention	0.63%

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				% Accom- plishment as of Dec. 31, 2021	Details of Accom- plishment s	Quality	Efficiency	Timeliness	Average		
	OVPA MFO 2. Faculty Recruitment/Hiring Services										
	PI 2: Number of faculty recruited/hired based on needed	Department									0.13%
	OVPA MFO 3. Faculty Evaluation Services										
	PI 3: Number of seminars/trainings/ conventions/workshops coordinated for entire university *										0.25%
	PI 4: Number of seminars/trainings/ conventions/workshops coordinated outside of the university *										0.25%
	PI 5: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated *	All faculty members & Staff	100%	100%	100%	5	5	5	5.0	All faculty members are rated with OVS	0.75%
	PI 6: Number of in-house seminars/trainings/ workshops/reviews conducted *	JRC	1	100%	1	5	5	5	5.0	Training on syllabus preparation to Engr. De Los Santos and Engr. Bilocura	0.25%
	PI 7: Additional outputs *										
	Number of faculty/staff awards/honors received related to operations support										0.25%
	OVPA 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*	All faculty & sta	100%	100%	100%	5	5	5	5.00	no NC as per IQA	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*	JRC, ASC	2	100%	2	5	5	5	5.00	PPMP funded by GF and STF	1%
	PI 2. Zero percent complaint from clients served	All faculty &	100%	100%	100%	5	5	5	5.00	no complaints received	2%
	PI 3. Number of coaching sessions among faculty & staff**	JRC	8	100%	8	4	4	4	4.00	conducted coaching among faculty & staff	
	PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**	All faculty & St	1	200%	2	5	5	5	5.00	discussed during department meetings	

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				% Accom- plishment as of Dec. 31, 2021	Details of Accom- plishment s	Quality	Efficiency	Timeliness	Average		
	PI 5. Number of monthly/special faculty & staff meetings conducted**	JRC, ASC	4	300%	12	5	5	5	5.00	conducted department monthly/special meetings	
	PI 3: Additional Outputs										
	Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies *										2%
Total Over-all Rating					32	148.67					
Average Rating						4.65					
Adjectival Rating						Outstanding					

JRC- Engr. Jundy R. Castil (Head), PLE- Engr. Philip Caesar L. Ebit, RGP-Engr. Ronard G. Paña, ECO-Engr. Edgardo C. Ochavillo, TOS- Engr. Triponio O. Solarte Jr., CSB-Engr. Cleo S. Bilocura, ACM-Engr.

Andrew C. Merafuentes, MSA-Mr. Mark Anthony S. Arcayan; ASC- Ms. Antonette S. Cruz(Admin.Aide IV)

Faculty on study leave: AVB- Engr. Ayrton John V. Bantay, JPB- Engr. Jake Ernest P. Binueza, VLI-Engr. Vic Angelo L. Impas

Received by:

Calibrated by:

Recommending Approval:

Approved:


DILBERTO O. FERRAREN


DANIEL LESLIE S. TAN


BEATRIZ S. BELONIAS


EDGARDO E. TULIN

Planning Office

Chairman, PMT

Vice Pres. for Acad. Affairs

President

Date: 8 Feb 2022

Date: _____

Date: 1/27/22

Date: 2/7/22

* 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