Visayas State University
College of Agriculture Food and Science
DEPARTMENT OF AGRONOMY
Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, BERTA C. RATILLA, Head, Department of Agronomy ,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 to June 2018.

BERTA C. RATILLA
Head, Department of Agronomy
Date: _____

Approved:

VICTOR B. ASIO
Dean, CAFS
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	DA Faculty	2	2	5	5	5	5.00	
		PI 2: Total FTE monitored	DA Faculty	7.5	11.62	5	5	5	5.00	
		PI 3: Percentage increase in number of graduate students enrolled	DA Faculty	26%	55%	4.9	5	5	4.97	
		PI 4: Percentage increase in number of students who graduated within prescribed period	DA Faculty	50%	83%	5	5	5	5.00	
		PI 5: Number of graduate programs approved but under CHED moratorium	DA Faculty	1	1	5	5	4.9	4.97	
	OVPI MFO 2. Graduate Student Management Services									
		PI 1: Number of graduate students awarded with scholarship/ assistantship	DA Faculty	2	8	5	5	5	5.00	
		PI 2: Percentage of graduate students awarded with scholarship/ assistantship who graduated within prescribed period	DA Faculty	40%	83%	5	5	5	5.00	
		PI 3: Number of graduate students awarded with honors/distinction	DA Faculty	1	3	4.9	4.9	4.9	4.90	
UMFO 2. Higher Education Services										

OVPI MFO 1. Curriculum Program Management Services

	PI 1: Total FTE monitored	DA Faculty	100	128.9	5	5	5	5.00
	PI 2: Number of new undergraduate curricular program compliant to CMO, approved and offered	DA Faculty	1	1	5	5	4.9	4.97
	PI 3: Percentage increase in number of undergraduate students enrolled	DA Faculty	16%	58%	5	4.9	5	4.97
	PI 4: Percentage increase in the number of undergraduate students who graduated within prescribed period	DA Faculty	40%	70%	4.9	4.9	4.9	4.90

OVPI MFO 2. Student Management Services

	PI 1: Percentage increase of students enrolled in degree program	DA Faculty	15	58%	4.9	4.9	4.9	4.90
	PI 2: Number of students awarded with scholarship/fellowship/grants /assistantships	DA Faculty	2	4	5	5	4.9	4.97
	PI 3: Number of graduates gainfully employed in jobs related to their undergraduate programs	DA Faculty	4	7	5	4.9	4.9	4.93

UMFO 3. Research Services

	PI 1. Number of published papers in internationally indexed journals							
	In refereed int'l journals	DA Faculty	0	1	5	5	5	5.00
	PI 2. Number of research outputs presented in regional/national/ int'l fora/conferences							
	In nat'l fora/conferences	DA Faculty	1	2	5	5	4.9	4.97
	PI 3. Number of research projects conducted and/or completed on schedule	DA Faculty	1	2	5	4.9	5	4.97

UMFO 4. Extension Services

	PI 1. Number of person-days trained weighted by length of training	DA Faculty	170	280	5	5	5	5.00
	PI 3. Number of beneficiaries served							
	Groups	DA Faculty	4	8	5	5	5	5.00
	Individuals	DA Faculty	170	280	5	5	5	5.00
	PI 4. Number of extension projects conducted and/or completed on schedule	DA Faculty	1	1	5	5	4.9	4.97

UMFO 5. Support to Operations (STO)

OVPI MFO 1. Faculty Development Services
OVPI MFO 2. Faculty Recruitment/Hiring Services
OVPI MFO 3. Faculty Evaluation Services
OVPI MFO 4. Admission & Registration Services
OVPI MFO 5. Guidance and Counselling & Support to Students Services
OVPI MFO 6. Library Services
OVPI MFO 7. Distance Education Services

	PI 1: Number of distance education curricular programs implemented	DA Faculty	1	1	5	5	5	5.00	
	PI 2: Percentage increase in the number of extramural students enrolled	DA Faculty	20%	50%	5	5	5	5.00	
OVPI MFO 8. Program and Institutional Accreditation Services									
	PI 1: Number of degree programs which passed accreditation/evaluation at least Level 1	DA Faculty	1	1	5	5	5	5.00	
	PI 3: Degree program compliant with CHED	DA Faculty	1	1	5	5	5	5.00	
OVPI MFO 9. Development Broadcasting & Communication Services									
UMFO 6. General Administration and Support Services (GASS)									
OVPI MFO 1. Administrative and Facilitative Services									
	PI 3: Number of new faculty requested to be hired using standard procedures of the university	Recommended for approval to University President	1	1	5	5	4.9	4.97	
	PI 4: Number of faculty recommended for graduate studies	Recommended for approval to University President	1	1	5	4.9	5	4.97	
	PI 5: Number of management meetings conducted	DA Faculty	4	6	5	5	4.9	4.97	
	PI 6: Number of documents signed and approved/month	DA Faculty	15	20	5	5	5	5.00	
	PI 10: Number of frontline academic services monitored and ensured to be customer friendly & efficient and citizens charter posted conspicuously	DA Faculty	1	1	5	4.9	5	4.97	
OVPI MFO 2. Frontline Services									
	PI 1. Efficient and customer-frienly frontline service	DA Faculty and Support Staff	Zero complain	0	5.0	5.0	5.0	5.00	
	PI 2. Best practices/new initiatives								
	Subsidized student/JO contribution during parties	DA Faculty and Support Staff			5	5	5	5.00	
	Recycling of used papers	DA Faculty and Support Staff			4.9	5	5	4.97	
Total Over-all Rating								**169.20**	
Average Rating					**4.99**	**4.98**	**4.97**	**4.98**	
Adjectival Rating								**OUTSTANDING**	

Comments and Recommendations for Development Purpose:

1- Quality
2- Efficiency
3- Timeliness
4- Average

Received by:

DILBERTO O. FERRAREN
Planning Office
Date: _____

Calibrated by:

REMBERTO A. PATINDOL
PMT Chairman
Date: _____

Recommending Approval:

BEATRIZ S. BELONIAS
Vice President, Instruction
Date: _____

Approved by:

EDGARDO E. TULIN
President
Date: _____