VISAYAS
STATE UNIVERSITY

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1 4 JUL 2023

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, Bert C. Penalosa, head of the Department of Business and Management, 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 December 2023.

BERT C. PENALOSA
Department Head
Date: JUL 1 4 2023

MOISES NEIL V. SERIÑO
College Dean
Date: JUL 1 4 2023

INFORMATION ON PERSONNEL FULL-TIME TEACHING EQUIVALENT (FTE):   Total FTE (1x2)

Personnel	Min. FTE (2)	Publication	Extension
Department Head	0	0	0
Faculty w/ Univ. Designated Position	0	0	0
Regular Faculty (VSL)*	0	0	0
Regular Faculty (TLS)*	0	0	0
Part time Faculty	0	0	0
Admin Staff Members	0		
TOTAL:			

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

Note:
* On vacation-sick-leave status. Ratio of Instruction and RDE commitmtents should 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 *(UMFO 4)*

MFO No.			Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target 2023	Accomplishment (Jan to June)	% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	Remark (Details of the targetted outputs indicators with *)	% weight
MFO 1		**ADVANCED EDUCATION SERVICES (20%)**												
		OVPI MFO 1. Graduate Degree Program Management Services												
	1	**PI 1.** Percentage of graduate school faculty engaged	& Faculty											4%
		a.	pursuing advanced research degree program (Ph.D) *		14.29%	16.67%	116.67%	2 of the faculty have been pursuing phd	5.0	5.0	5.0	5.0		

		b.	actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)		60%	33%	55.56%	4 graduate faculty members have research: Tan, Gamotin, Ongy and Abamo	4.0	5.0	5.0	4.7		
		c.	producing technologies for commercialization or livelihood improvement											
		d.	whose research resulted in an extension program											
	OVPI MFO 2. Graduate Student Management Services													
		PI 1: Percentage of graduate students enrolled in research degree programs *		Dept. Head & Faculty	50%	44.00%	88.00%	17 students out of 22 students enrolled in sp	5.0	5.0	5.0	5.0		2%
		PI 2: Percentage of accredited graduate programs *		Dept. Head & Faculty	1	1	0.00%	Master of Management	5.0	5.0	5.0	5.0		2%
		PI 3: Number of graduate degree specializations offered and monitored *		Dept. Head & Faculty	2	2	100.00%	Business management and Agribusiness management	5.0	5.0	5.0	5.0		2%
		PI 4: Total FTE coordinated, implemented & monitored*		& Faculty	21	63.11	300.52%		5.0	5.0	5.0	5.0		2%
		PI 5: Percentage increase in number of graduate students enrolled *		Dept. Head & Faculty	7%	2.00%	28.57%	51- 1st sem; 50- 2nd sem	4.0	4.0	4.0	4.0		2%
		PI 6: Percentage increase in number of students who graduated within prescribed period *		Dept. Head & Faculty	5%	32%	636.36%	7 students out of 22	5	5	5	5.0		2%
		PI 7: Number of graduate students awarded with honors/distinction *		Dept. Head & Faculty	1	0			3.0	3.0	3.0	3.0		2%
		PI 8: Number of graduate students advised *		Dept. Head & Faculty	14	22.00	157.14%		5.0	5.0	5.0	5.0		2%
		PI 9: Number of instructional materials developed *		Dept. Head & Faculty										
		On-line ready courseware			9	8.00	88.89%		4.0	4.0	5.0	4.3		
		Flexible instructional materials/ supplemental learning resources			26	77.00	296.15%		5.0	5.0	5.0	5.0		
		Assessment tools			43	49.00	113.95%		5.0	5.0	5.0	5.0		
		PI 10: Number of virtual classrooms created and operationalized			9	10.00	111.11%		5.0	5.0	5.0	5.0		
MFO 2	HIGHER EDUCATION SERVICES (50%)													
		PI 1. Percentage of first time licensure exam takers that pass the licensure exams *		Dept. Head & Faculty	NA	NA								7.5%

	Indicator	Responsible	Target	Accomplishment	%	Remarks				Avg		Weight
	PI 2. Percentage of graduates (2 years prior) that are employed *	Dept. Head & Faculty	85%	90.00%	105.88%	Based from the previous survey, there were 54/60 who were employed.	5.0	5.0	5.0	5.0		2.5%
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *	Dept. Head & Faculty	20%	10%	47.51%	808 BSAB students against 8503 undergrad students	4.0	4.0	4.0	4.0		2.5%
	PI 4. Percentage of undergraduate programs with accreditations *	Dept. Head & Faculty	1	1	100.00%	BSAB	5.0	5.0	5.0	5.0		2.5%
	PI 5: Total FTE, coordinated, implemented and monitored *	Dept. Head & Faculty	433	306.26	70.73%		4.0	5.0	5.0	4.7		20%
	PI 8: Number of students advised: *	Academic adviser	528	820.00	155.30%		5.0	5.0	5.0	5.0		
	On thesis/ field practice/special problem	Case study/field practice	140	165.00	117.86%		5	5	5	5.0		1%
	No. of approved manuscript submitted within prescribed period		85	90	105.88%		5.0	5.0	5.0	5.0		1%
	On consultation		350	759.00	216.86%		5.0	5.0	5.0	5.0		0.5%
	PI 9: Number of student organizations advised/ assisted *	& Faculty										
	Student organizations advised		2	2	100.00%	SABS and LAYF	5.0	5.0	5.0	5.0		1.25%
	Student organizations assisted on student related activities		1	3	300.00%	SNE, SABS, LAYF	5.0	5.0	5.0	5.0		1.25%
	PI 10: Number of instructional materials developed *	& Faculty										10%
	On-line ready courseware	Dept. Head & Faculty	17	32.00	188.24%		5.0	5.0	5.0	5.0		
	Flexible instructional materials	Dept. Head & Faculty	70	150.00	214.29%		5.0	5.0	5.0	5.0		
	Assessment tools	Dept. Head & Faculty	79	152.00	192.41%		5.0	5.0	5.0	5.0		
	PI 10: Number of virtual classrooms created and operationalized	Dept. Head & Faculty	34	38.00	111.76%		5.0	5.0	5.0	5.0		
	PI 11: Additional Outputs	Dept. Head & Faculty										
	Program Accreditation/ evaluation		1	1.00	100.00%		5.0	5.0	5.0	5.0		
	Agency/firm/industry linkages		2	46.00	2300.00%	partner farms during OJT	5.0	5.0	5.0	5.0		
	Number of long examinations administered and checked			138.00			5.0	5.0	5.0	5.0		
	Number of quizzes administered and checked			304.00			5.0	5.0	5.0	5.0		

	Number of lab reports and term papers checked and graded			197.00			5.0	5.0	5.0	5.0		
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 *	Dept. Head & Faculty	7	11	150.00%	Abamo, Bongat, Tan and Andrino	5.0	5.0	5.0	5.0		2%
	PI 2. Number of research outputs completed within the year *	Dept. Head & Faculty	2	5.00	250.00%	Bongat, Tan and Gamotin, Abamo and Andrino	5.0	5.0	5.0	5.0		2%
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	Dept. Head & Faculty										
	In refereed int'l journals		50%	20%	40.00%	Abamo	4.0	3.0	3.0	3.3		1.50%
	In refereed nat'l/regional journals		50%	0%	0.00%		2.0	2.0	2.0	2.0		0.50%
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences *	Dept. Head & Faculty										
	In int'l fora/conferences		2	3.00	150.00%	Bongat, Abamo	5.0	5.0	5.0	5.0		1.50%
	In nat'l/regional fora/conferences		3	8.00	266.67%	Gamotin, Bongat, Abamo and Tan	5.0	5.0	5.0	5.0		0.50%
	PI 5. Percent of research proposals approved *	Dept. Head & Faculty	20%	100%	500.00%	Abamo	5.0	5.0	5.0	5.0		0.5%
	PI 6. Additional outputs*	& Faculty										
	No. of research-related awards (research conducted by faculty or student w/ faculty)											
	No. of journal articles or scientific papers received and reviewed as peer-reviewer			2.00		Abamo	5.0	5.0	5.0	5.0		1.50%
	Number of UMs submitted to ITSO, VSU			2.00		Tan	5.0	5.0	5.0	5.0		
	Other outputs implementing the new normal due to covid 19			1.00		Bongat	5.0	5.0	5.0	5.0		
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 *	Dept. Head & Faculty	7	34	485.71%	Bongat, Abamo, Tan, Penalosa, Aguinaldo	5.0	5.0	5.0	5.0		2.0%
	PI 2. Number of trainees weighted by the length of training *	Dept. Head & Faculty	100	153.00	153.00%	Ongy, Pomida, Abamo, Bongat	5.0	5.0	5.0	5.0		2%
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs *	Dept. Head & Faculty	3	49.00	1633.33%	Abamo, Aguinaldo, Bongat, Pugosa, Gapasin,	5.0	5.0	5.0	5.0		2%

	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance*	Dept. Head & Faculty	55%	98%	178.18%		5.0	5.0	5.0	5.0		1%
	PI 5. *Number of technical/expert services* *	& Faculty										1%
	Research Mentoring		4	8.00	200.00%	Abamo, Alacio, Bongat, Pomida, Mangaoang	5.0	5.0	5.0	5.0		
	Peer reviewers/Panelists		2	6.00	300.00%	Gamotin, Abamo, Amestoso	5.0	5.0	5.0	5.0		
	Resource Persons		13	23.00	176.92%	Gamotin, Abamo, Lao, Bongat, Penalosa, Pugosa, Tan	5.0	5.0	5.0	5.0		
	Convenor/Organizer		1	2.00	200.00%	Bongat	5.0	5.0	5.0	5.0		
	Consultancy											
	Evaluator		2	7.00	350.00%	Abamo, Bongat	5.0	5.0	5.0	5.0		
	PI 8. Percent of extension proposals approved *	Dept. Head & Faculty	20%	100.00%	500.00%	1 out of 1- Gapasin	4.0	4.0	4.0	4.0		0.5%
	PI 11. Additional outputs *	& Faculty										
	No. of extension-related awards (extn. conducted by faculty or student & faculty) *											
	Other outputs implementing the new normal due to covid 19											1.5%
MFO 5	**Support to Operations**											
	OVPI MFO 1. Faculty Development Services											
	PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted *	Dept. Head & Faculty	2	2	100.00%	Montanez, Ratilla	5.0	5.0	5.0	5.0		0.625%
	OVPI MFO 2. Faculty Recruitment/Hiring Services											
	PI 2: Number of faculty recruited/hired based on needed competencies and aligned with ISO standards *	Dept. Head & Faculty	4	2	50.00%	2 part-time	5.0	4.0	3.0	4.0		0.125%
	OVPI MFO 3. Faculty Evaluation Services											
	PI 3: Number of seminars/trainings/ conventions/workshops coordinated for entire university *	Dept. Head & Faculty										0.25%
	PI 4: Number of seminars/trainings/ conventions/workshops coordinated/attended outside of the university *	Dept. Head & Faculty	3	9	300.00%	Abamo	5.0	5.0	5.0	5.0		0.25%
	PI 5: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated *	Dept. Head & Faculty	70%	100%	142.86%		5.0	5.0	5.0	5.0		0.75%
	PI6 : Number of in-house seminars/trainings/ workshops/reviews conducted/ attended*	Dept. Head & Faculty	2	4	200.00%	Tan, Bongat, Gamotin,	5.0	5.0	5.0	5.0		0.25%
	PI 7 : Additional outputs *	Dept. Head & Faculty										

	Number of faculty/staff awards/honors received related to operations support										0.25%
	OVPI 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*	Dept. Head & Faculty	Zero non-conformity	1 CAR		OPCR	3.0	3.0	3.0	3.0	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*	Dept. Head	1	3	300.00%	Advanced education, higher education and lab fees	5.0	5.0	5.0	5.0	1%
	PI 2. Zero percent complaint from clients served	Dept. Head & all faculty & staff	Zero non-conformity	Zero non-conformity							2%
	PI 3. Number of coaching sessions among faculty & staff**	Dept. Head	8	6	75.00%		5.0	5.0	5.0	5.0	
	PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**	Dept. Head	4	4	100.00%		5.0	5.0	5.0	5.0	
	PI 5. Number of monthly/special faculty & staff meetings conducted**	Dept. Head	12	8	66.67%		5.0	5.0	5.0	5.0	
	PI 3: Additional Outputs	Dept. Head									
	Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies *			1		Eating together during lunch and special events to build more camaraderie	5.0	5.0	5.0	5.0	2%
Admin Support Services											
	Membership in University committees	Member		1			5.0	5.0	5.0	5.0	
	Membership in College committees	Member	1	1	100.00%		5.0	5.0	5.0	5.0	
	Membership in the Department committees	Member	5	5	100.00%		5.0	5.0	5.0	5.0	
Dept.Head	Number of department meetings presided		3	8	266.67%		5.0	5.0	5.0	5.0	
	Number of execom meetings attended		3	7	233.33%		5.0	5.0	5.0	5.0	
	Number of UAC mtgs attended			1			4.0	5.0	5.0	4.7	
	Prompt submission of required documents			1			4.0	5.0	5.0	4.7	
	Annual Report		1	1	100.00%		5.0	5.0	5.0	5.0	
	Procurement Plan		1	3			5.0	5.0	5.0	5.0	
	Staff Development Plan		1	1	100.00%		5.0	5.0	5.0	5.0	
	OPCR/ IPCR		30	18	60.00%		4.0	5.0	5.0	4.7	

	Number of FacultyMentored		8	4	50.00%		4.0	4.0	4.0	4.0	
	Number of admin staff supervised		3	2	66.67%		5.0	5.0	5.0	5.0	
	Number of department activities supervised		3	4	133.33%		5.0	5.0	5.0	5.0	
	Number of faculty members for study leave		2	2	100.00%		5.0	5.0	5.0	5.0	
	Number of supervisory plans prepared and submitted		1	1	100.00%		5.0	5.0	5.0	5.0	
	Number of coaching and mentoring reports		2	1	50.00%		4.0	5.0	5.0	4.7	
	Number of class observation conducted		10	17	170.00%		5.0	5.0	5.0	5.0	
Total Over-all Rating										393.666667	
Average Rating										4.80	
Adjectival Rating										Outstanding	

Received by:

TONI MARC L. DARGANTES
Planning Office

Date: JUL 14 2023

Calibrated by:

DANIEL LESLIE S. TAN
Chairman, PMT

Date: JUL 19 2023

EDGARDO E. TULIN
President

Date: JUL 25, 2023

*   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