



VISAYAS  
STATE UNIVERSITY



DEPARTMENT OF AGRONOMY  
COLLEGE OF AGRICULTURE AND FOOD SCIENCE  
VISAYAS STATE UNIVERSITY

9/6/24

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, LUZ G. ASIO, Head of the Department of Agronomy, commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January - June 2024.

LUZ G. ASIO  
Head, DA

Date: 09 July 2024

SUZETTE B. LINA

Dean, CAFS

Date: 09/07/24



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

Total FTE (1x2)

| Personnel                            | Number (1) | Min. FTE (2) | Publication | R&E |
|--------------------------------------|------------|--------------|-------------|-----|
| Department Head                      | 1          | 13.74        | 0           | 3   |
| Faculty w/ Univ. Designated Position | 0          | 0            | 0           | 0   |
| Regular Faculty (VSL)*               | 9          | 30           | 3           | 2   |
| Regular Faculty (TLS)*               | 1          | 0            | 0           | 0   |
| Admin Staff Members (Regular)        | 3          |              |             |     |
| Admin Staff Members (JO)             | 2          |              |             |     |
| Laboratory Aide (JO)                 | 1          |              |             |     |
| <b>TOTAL:</b>                        |            | 44           | 3           | 5   |

|                       |
|-----------------------|
| 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

\*\*\* 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                                                            | Consolidated Targets of all acad. departments * | Details of Accomplishments | Rating  |            |            |         | Remark (Details of the targetted output indicators with **) |
|---------|------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------------------|----------------------------|---------|------------|------------|---------|-------------------------------------------------------------|
|         |                                    |                                                                                      |                                                 |                            | Quality | Efficiency | Timeliness | Average |                                                             |
| MFO 1   | ADVANCED EDUCATION SERVICES (20%)  |                                                                                      |                                                 |                            |         |            |            |         |                                                             |
|         | 1                                  | Increase enrolment in graduate distant education program                             |                                                 |                            |         |            |            |         |                                                             |
|         |                                    | 1.1. Percent increase enrolment of extramural students (graduate distance education) | Department Head & Faculty                       | at least 2%                | 5%      | 5          | 5          | 5       | 5                                                           |

[illegible]



|      |                                                                                  |                                                                                 |                           |     |     |   |   |   |   |
|------|----------------------------------------------------------------------------------|---------------------------------------------------------------------------------|---------------------------|-----|-----|---|---|---|---|
|      | 10.1                                                                             | Total FTE monitored                                                             | Department Head & Faculty | 200 | 260 | 5 | 5 | 5 | 5 |
| 11   | <b>Monitor undergraduate degree programs implementation</b>                      |                                                                                 |                           |     |     |   |   |   |   |
|      | 11.1                                                                             | Number of graduate degree programs/specializations offered and monitored        | Department Head & Faculty | 2   |     |   |   |   |   |
| 12   | <b>Increase number of students graduating with honors/distinction</b>            |                                                                                 |                           |     |     |   |   |   |   |
|      | 12.1                                                                             | Number of students awarded with honors/distinction                              | Department Head & Faculty | 0   |     |   |   |   |   |
| 13   | <b>Produce teaching-learning materials for efficient delivery of instruction</b> |                                                                                 |                           |     |     |   |   |   |   |
|      | 13.1                                                                             | Percentage of courses offered with approved course syllabi                      | Department Head & Faculty | 85% | 88% | 5 | 5 | 5 | 5 |
|      | 13.2                                                                             | Percentage of courses offered with approved lms                                 | Department Head & Faculty | 85% | 88% | 5 | 5 | 5 | 5 |
| 14   | <b>Improve the graduation rate of undergraduate students</b>                     |                                                                                 |                           |     |     |   |   |   |   |
|      | 14.1                                                                             | Percentage of undergraduate students who graduated within the prescribed period | Department Head & Faculty | 5%  |     |   |   |   |   |
| 15   | <b>Improve delivery of instruction services</b>                                  |                                                                                 |                           |     |     |   |   |   |   |
|      | 15.1                                                                             | Number of curricular reviews conducted                                          | Department Head & Faculty | 0   |     |   |   |   |   |
|      | 15.2                                                                             | Number of lms reviewed by the CCC                                               | Department Head & Faculty | 1   |     |   |   |   |   |
|      | 15.3                                                                             | Number of course syllabi and Tos reviewed and approved                          | Department Head & Faculty | 5   |     |   |   |   |   |
| MFO5 | <b>SUPPORT TO OPERATIONS</b>                                                     |                                                                                 |                           |     |     |   |   |   |   |
| 16   | <b>Increase graduation rate to faculty-scholars</b>                              |                                                                                 |                           |     |     |   |   |   |   |
|      | 16.1                                                                             | Number of faculty scholars who graduated                                        | Department Head & Faculty | 2   |     |   |   |   |   |
| 17   | <b>Obtain accreditation for all graduate program</b>                             |                                                                                 |                           |     |     |   |   |   |   |
|      | 17.1                                                                             | Number of programs accredited at least 1 level                                  | Department Head & Faculty | 1   |     |   |   |   |   |

|    |                                                                    |                                                                                           |                           |     |     |   |   |   |   |   |
|----|--------------------------------------------------------------------|-------------------------------------------------------------------------------------------|---------------------------|-----|-----|---|---|---|---|---|
| 18 | Instructional materials approved by the UIMRC                      |                                                                                           |                           |     |     |   |   |   |   |   |
|    | 18.1                                                               | Number of instructional materials approved                                                | Department Head & Faculty | 1   |     |   |   |   |   |   |
| 19 | Increase the percentage of graduate faculty pursuing PhD           |                                                                                           |                           |     |     |   |   |   |   |   |
|    | 19.1                                                               | Percentage of graduate faculty                                                            | Department Head & Faculty | 40% |     |   |   |   |   |   |
| 20 | Obtain COPC of graduate program                                    |                                                                                           |                           |     |     |   |   |   |   |   |
|    | 20.1                                                               | Number of programs with COPC                                                              | Department Head & Faculty | 1   |     |   |   |   |   |   |
| 21 | Increase the percentage of graduate students enrolled on schedule  |                                                                                           |                           |     |     |   |   |   |   |   |
|    | 21.1                                                               | Percentage of graduate students enrolled on schedule                                      | Department Head & Faculty | 50% |     |   |   |   |   |   |
| 22 | Increase number of students with scholarships/assistantships       |                                                                                           |                           |     |     |   |   |   |   |   |
|    | 22.1                                                               | Number of graduate students awarded with scholarships/assistantships                      | Department Head & Faculty | 2   | 2   | 5 | 5 | 5 | 5 | 5 |
| 23 | Obtain COPC of undergraduate programs                              |                                                                                           |                           |     |     |   |   |   |   |   |
|    | 23.1                                                               | Number of program with COPC                                                               | Department Head & Faculty | 1   |     |   |   |   |   |   |
| 24 | Obtain accreditation for all undergraduate programs                |                                                                                           |                           |     |     |   |   |   |   |   |
|    | 24.1                                                               | Number of programs accredited at least 1 level                                            | Department Head & Faculty |     |     |   |   |   |   |   |
| 25 | Increase percentage of undergraduate students enrolled on schedule |                                                                                           |                           |     |     |   |   |   |   |   |
|    | 25.1                                                               | Percentage of undergraduate students enrolled on schedule                                 | Department Head & Faculty | 50% | 65% | 5 | 5 | 5 | 5 | 5 |
| 26 | Improve teaching performance of faculty members                    |                                                                                           |                           |     |     |   |   |   |   |   |
|    | 26.1                                                               | Percentage of faculty rated at least VS in the Teaching performance evaluation by student | Department Head & Faculty | 90% | 95% | 5 | 5 | 5 | 5 | 5 |
|    | 26.2                                                               | Percentage of faculty rated at least VS by supervisor                                     | Department Head & Faculty | 90% | 95% | 5 | 5 | 5 | 5 | 5 |



|    |                                                                         |                                                                                       |                           |     |     |   |   |   |   |                            |
|----|-------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------|-----|-----|---|---|---|---|----------------------------|
| 27 | Smooth enrolment of students in the subsequent semester                 |                                                                                       |                           |     |     |   |   |   |   |                            |
|    | 27.1                                                                    | Percentage of courses offered with final grades submitted within the allowable period | Department Head & Faculty | 90% | 95% | 5 | 5 | 5 | 5 | 5                          |
| 28 | Improve competence of faculty in teaching, research and other functions |                                                                                       |                           |     |     |   |   |   |   |                            |
|    | 28.1                                                                    | Number of faculty pursuing advance degrees                                            | Department Head & Faculty | 3   | 2   | 3 | 3 | 3 | 3 | 3                          |
|    | 28.2                                                                    | Number of faculty scholars who completed their advance degrees                        | Department Head & Faculty | 0   |     |   |   |   |   |                            |
|    | 28.3                                                                    | Number of faculty granted with external scholarship                                   | Department Head & Faculty | 0   |     |   |   |   |   |                            |
|    | 28.4                                                                    | Number of faculty granted with internal scholarship/fellowship                        | Department Head & Faculty | 2   | 1   | 4 | 4 | 4 | 4 | Half of the year<br>4 only |
|    | 28.5                                                                    | Number of faculty granted with sabbatical leave                                       | Department Head & Faculty | 2   |     |   |   |   |   |                            |
|    | 28.6                                                                    | Number of faculty granted with post-doctoral leave                                    | Department Head & Faculty | 0   |     |   |   |   |   |                            |
|    | 28.7                                                                    | Number of faculty sent to trainings, seminars and conferences                         | Department Head & Faculty | 1   | 2   | 5 | 5 | 5 | 5 | 5                          |
| 29 | Comply with CSC, CHED and PRC qualification requirements                |                                                                                       |                           |     |     |   |   |   |   |                            |
|    | 29.1                                                                    | Number of new faculty hired with at least master's degree                             | Department Head & Faculty | 2   | 1   | 4 | 4 | 4 | 4 | Half of the year<br>4 only |
| 30 | Enable all students to enroll within the scheduled registration period  |                                                                                       |                           |     |     |   |   |   |   |                            |
|    | 30.1                                                                    | Percentage of student and validated within the scheduled registration period          | Department Head & Faculty | 60% | 65% | 5 | 5 | 5 | 5 | 5                          |
|    | 30.2                                                                    | Number of students advised during the registration period                             | Department Head & Faculty | 50  | 55  | 5 | 5 | 5 | 5 | 5                          |
| 31 | Provide support to students from partner schools                        |                                                                                       |                           |     |     |   |   |   |   |                            |
|    | 31.1                                                                    | Number of OJT MOAs prepared                                                           | Department Head & Faculty | 1   | 4   | 5 | 5 | 5 | 5 | 5                          |
|    | 31.2                                                                    | Number of student enterns deployed and monitored                                      | Department Head & Faculty | 5   | 7   | 5 | 5 | 5 | 5 | 5                          |
|    | 31.3                                                                    | Number of thesis students advised                                                     | Department Head & Faculty | 40  | 15  | 3 | 3 | 3 | 3 | 3                          |

|      |                                                                                         |                                                                                                                  |                           |     |        |   |   |   |   |   |
|------|-----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|---------------------------|-----|--------|---|---|---|---|---|
| 32   | Provide mentorship to students from partner schools                                     |                                                                                                                  |                           |     |        |   |   |   |   |   |
|      | 32.1                                                                                    | Number of exchange students supervised                                                                           | Department Head & Faculty |     |        |   |   |   |   |   |
|      | 32.2                                                                                    | Number of students from other schools having summer program supervised                                           | Department Head & Faculty | 5   | 13     | 5 | 5 | 5 | 5 | 5 |
| 33   | Share available facilities and expertise to other students of the university            |                                                                                                                  |                           |     |        |   |   |   |   |   |
|      | 33.1                                                                                    | Number of students from other academic departments conducting research activities served                         | Department Head & Faculty |     |        |   |   |   |   |   |
| 34   | Augment instructional facilities                                                        |                                                                                                                  |                           |     |        |   |   |   |   |   |
|      | 34.1                                                                                    | Number of classrooms and lab rooms constructed and/or renovated                                                  | Department Head & Faculty | 0   |        |   |   |   |   |   |
| 35   | Promptly release the TPES summary result as input for coaching and mentoring activities |                                                                                                                  |                           |     |        |   |   |   |   |   |
|      | 35.1                                                                                    | Percentage of TPES summary results released on or before the end of the midterm exams of the succeeding semester | Department Head & Faculty | 90% | 91.32% | 5 | 5 | 5 | 5 | 5 |
| 36   | Improve overall work performance of faculty members                                     |                                                                                                                  |                           |     |        |   |   |   |   |   |
|      | 36.1                                                                                    | Percentage of faculty members evaluated by their supervisors                                                     | Department Head & Faculty | 90% | 95%    | 5 | 5 | 5 | 5 | 5 |
| MFO6 | GENERAL ADMINISTRATION AND SERVICES                                                     |                                                                                                                  |                           |     |        |   |   |   |   |   |
| 37   | Efficiently utilize the allocated budget from regular agency fund (GAA)                 |                                                                                                                  |                           |     |        |   |   |   |   |   |
|      | 37.1                                                                                    | Percentage budget utilization                                                                                    | Department Head & Faculty | 90% | 95%    | 5 | 5 | 5 | 5 | 5 |
| 38   | Efficiently utilize allocated internally generated fund                                 |                                                                                                                  |                           |     |        |   |   |   |   |   |
|      | 38.1                                                                                    | Percentage budget utilization                                                                                    | Department Head & Faculty | 80% | 85%    | 5 | 5 | 5 | 5 | 5 |
| 39   | Efficiently deliver needed services                                                     |                                                                                                                  |                           |     |        |   |   |   |   |   |
|      | 39.1                                                                                    | Number of departments/institute/offices supervised                                                               | Department Head & Faculty | 1   | 1      | 5 | 5 | 5 | 5 | 5 |



|             |                                                                          |                                                                                                      |                           |     |     |   |   |   |                       |
|-------------|--------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|---------------------------|-----|-----|---|---|---|-----------------------|
|             | 39.2                                                                     | Number of management meetings conducted                                                              | Department Head & Faculty | 10  | 6   | 3 | 3 | 3 | 3                     |
|             | 39.3                                                                     | Number of committee meetings conducted                                                               | Department Head & Faculty | 5   | 6   | 5 | 5 | 5 | 5                     |
|             | 39.4                                                                     | Number of routine documents acted                                                                    | Department Head & Faculty | 50  |     |   |   |   |                       |
|             | 39.5                                                                     | Number of requests acted                                                                             | Department Head & Faculty | 10  | 15  | 5 | 5 | 5 | 5                     |
|             | 39.6                                                                     | Number of memoranda prepared                                                                         | Department Head & Faculty | 0   |     |   |   |   |                       |
|             | 39.7                                                                     | Percentage of IFWs submitted to OVPAA September 30                                                   | Department Head & Faculty | 90% | 95% | 5 | 5 | 5 | 5                     |
|             | 39.8                                                                     | Percentage of "Report of Actual Teaching Load" submitted to OVPAA 30 days after the start of classes | Department Head & Faculty | 90% | 95% | 5 | 5 | 5 | 5                     |
|             | 39.9                                                                     | Percentage of faculty and staff submitted a DTR every month                                          | Department Head & Faculty | 90% | 95% | 5 | 5 | 5 | 5                     |
|             | 39.1                                                                     | Percentage of complaints, if any, addressed on time                                                  | Department Head & Faculty | 5%  | 6%  | 5 | 5 | 5 | 5                     |
|             | 39.11                                                                    | Percentage of action plans implemented and monitored as scheduled                                    | Department Head & Faculty | 10% | 5%  | 3 | 3 | 3 | Half of the year only |
|             | 39.12                                                                    | Monthly accomplishment report submitted on time                                                      | Department Head & Faculty | 80% | 85% | 5 | 5 | 5 | 5                     |
| <b>MFO3</b> | <b>RESEARCH SERVICES</b>                                                 |                                                                                                      |                           |     |     |   |   |   |                       |
| <b>40</b>   | <b>Increase the international publication outputs of faculty members</b> |                                                                                                      |                           |     |     |   |   |   |                       |
|             | 40.1                                                                     | Number of Scopus, WoS and ACI publications and other reputable journals                              | Department Head & Faculty | 2   |     |   |   |   |                       |
| <b>41</b>   | <b>Increase the number of research outputs completed</b>                 |                                                                                                      |                           |     |     |   |   |   |                       |
|             | 41.1                                                                     | Number of outputs                                                                                    | Department Head & Faculty | 0   |     |   |   |   |                       |
| <b>42</b>   | <b>Enhance the research competence of faculty</b>                        |                                                                                                      |                           |     |     |   |   |   |                       |
|             | 42.1                                                                     | Number of research proposals submitted                                                               | Department Head & Faculty | 1   | 1   | 5 | 5 | 5 | 5                     |
|             | 42.2                                                                     | Number of research proposals approved                                                                | Department Head & Faculty | 1   | 1   | 5 | 5 | 5 | 5                     |

|             |                           |                                                                                                                                 |                           |          |        |   |   |   |   |                       |
|-------------|---------------------------|---------------------------------------------------------------------------------------------------------------------------------|---------------------------|----------|--------|---|---|---|---|-----------------------|
|             | 42.3                      | Number of approved research projects/studies implemented                                                                        | Department Head & Faculty | 2        | 1      | 4 | 4 | 4 | 4 | Half of the year only |
|             | 42.4                      | Amount of research money obtained from external source                                                                          | Department Head & Faculty | 300, 000 | 360000 | 5 | 5 | 5 | 5 |                       |
|             | 42.5                      | Amount of research money obtained from internal sources                                                                         | Department Head & Faculty | 200, 000 | 300000 | 5 | 5 | 5 | 5 |                       |
|             |                           | Number of research outputs presented in:                                                                                        |                           |          |        |   |   |   |   |                       |
|             | 42.6                      | a. International                                                                                                                | Department Head & Faculty | 0        |        |   |   |   |   |                       |
|             |                           | b. National                                                                                                                     | Department Head & Faculty | 0        |        |   |   |   |   |                       |
|             |                           | c. regional or institutional conferences                                                                                        | Department Head & Faculty | 2        | 1      | 4 | 4 | 4 | 4 |                       |
|             | 42.7                      | Number of patent applications                                                                                                   | Department Head & Faculty | 0        |        |   |   |   |   |                       |
|             | 42.8                      | Number of patents approved                                                                                                      | Department Head & Faculty | 0        |        |   |   |   |   |                       |
|             | 42.9                      | Number of creative works published                                                                                              | Department Head & Faculty | 0        |        |   |   |   |   |                       |
|             | 42.10                     | Number of research articles derived from approved research in the university, submitted                                         | Department Head & Faculty | 0        |        |   |   |   |   |                       |
|             | 42.11                     | Number of research articles derived from approved research in the university, published                                         | Department Head & Faculty | 0        |        |   |   |   |   |                       |
| <b>MFO4</b> | <b>EXTENSION SERVICES</b> |                                                                                                                                 |                           |          |        |   |   |   |   |                       |
|             | 43                        | Increase the research outputs utilized by the industry or by other beneficiaries                                                |                           |          |        |   |   |   |   |                       |
|             | 43.1                      | Number of research outputs                                                                                                      | Department Head & Faculty | 1        |        |   |   |   |   |                       |
|             | 44                        | Engage in active partnership with LGUs, industries, NGOs, NGAs, SMEs and other stakeholders as a result of extension activities |                           |          |        |   |   |   |   |                       |
|             | 44.1                      | Number of MOUs/MOA                                                                                                              | Department Head & Faculty | 1        | 1      | 5 | 5 | 5 | 5 |                       |
|             | 45                        | Increase the number of trainees weighted by the length of training                                                              |                           |          |        |   |   |   |   |                       |
|             | 45.1                      | Number of trainees weighted by the length of training                                                                           | Department Head & Faculty | 200      | 30     | 3 | 3 | 3 | 3 | Half of the year only |



|    |                                                                                                                                    |                                                                                                                                                           |                           |   |  |   |  |   |   |                            |
|----|------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|---|--|---|--|---|---|----------------------------|
| 46 | Underlake extension programs and projects consistent with VSUs mandated and priority programs                                      |                                                                                                                                                           |                           |   |  |   |  |   |   |                            |
|    | 46.1                                                                                                                               | Numb extension programs projects conducted                                                                                                                | Department Head & Faculty | 1 |  | 1 |  | 5 | 5 | 5                          |
| 47 | Increase the percentage of beneficiaries who rated the training course as satisfactory or higher in terms of quality and relevance |                                                                                                                                                           |                           |   |  |   |  |   |   |                            |
|    | 47.1                                                                                                                               | Percentage beneficiaries who rated the training course as satisfactory or higher in terms of quality and relevance                                        | Department Head & Faculty |   |  |   |  |   |   |                            |
| 48 | Enhance extension competence of the faculty                                                                                        |                                                                                                                                                           |                           |   |  |   |  |   |   |                            |
|    | 48.1                                                                                                                               | Number of extension proposals submitted                                                                                                                   | Department Head & Faculty | 0 |  |   |  |   |   |                            |
|    | 48.2                                                                                                                               | Number of extension proposals approved                                                                                                                    | Department Head & Faculty | 0 |  |   |  |   |   |                            |
|    | 48.3                                                                                                                               | Number of approved extension projects implemented                                                                                                         | Department Head & Faculty | 1 |  | 1 |  | 5 | 5 | 5                          |
|    |                                                                                                                                    | Number of extension outputs presented in:                                                                                                                 |                           |   |  |   |  |   |   |                            |
|    | 48.4                                                                                                                               | a. International                                                                                                                                          | Department Head & Faculty | 0 |  |   |  |   |   |                            |
|    |                                                                                                                                    | b. National                                                                                                                                               | Department Head & Faculty | 0 |  |   |  |   |   |                            |
|    |                                                                                                                                    | c. regional or institutional conferences                                                                                                                  | Department Head & Faculty | 1 |  | 1 |  | 5 | 5 | 5                          |
|    | 48.5                                                                                                                               | Number of extension activities conducted                                                                                                                  | Department Head & Faculty | 1 |  | 1 |  | 5 | 5 | 5                          |
|    | 48.6                                                                                                                               | Number of trainings, seminars and for a conducted                                                                                                         | Department Head & Faculty | 2 |  | 1 |  | 4 | 4 | Half of the year<br>4 only |
|    |                                                                                                                                    | Number of expert services rendered:                                                                                                                       |                           |   |  |   |  |   |   |                            |
|    | 48.7                                                                                                                               | a. peer reviewer of journal/book                                                                                                                          | Department Head & Faculty | 2 |  | 4 |  | 5 | 5 | 5                          |
|    |                                                                                                                                    | b. reviewer of research and extension proposals                                                                                                           | Department Head & Faculty | 1 |  | 3 |  | 5 | 5 | 5                          |
|    |                                                                                                                                    | c. resource speaker/person (panelist, discussant, judge in academic and research competition, moderator in conferences, convenor, organizer, facilitator) | Department Head & Faculty | 5 |  | 6 |  | 5 | 5 | 5                          |

