Visayas State University
College of Arts and Sciences
DEPARTMENT OF STATISTICS
Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, **NORBERTO E. MILLA**, Head of the Department of Statistics, **College of Arts and Sciences** 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 1, 2018 to June 30, 2018**.

NORBERTO E. MILLA, Ph.D.
Department Head
Date: June 29, 2018

CANDELARIO L. CALIBO, Ph.D.
Dean, CAS
Date: June 29, 2018

REMBERTO A. PATINDOL, Ph.D.
Chairman, PMT

APPROVED

EDGARDO E. TULIN, Ph.D.
President

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

MFO No.	MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible*	Target	Actual Accomplishment		Rating				Remark
					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
UMOF1. Advanced Education Services											
	MFO1. Graduate Degree Program										
		PI.1 Graduate degree program monitored									
		PI.2 Total Graduate FTE Monitored	RA Patindol	2.50	5.56	Dr. Patindol taught STAT 210 in the 2nd. Sem., SY 2017-2018	5	5	5	5.00	
		Number of graduate courses taught per semester	RA Patindol	1	1	Dr. Patindol taught STAT 210 in the 2nd. Sem., SY 2017-2018	5	5	5	5.00	

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		PI.3 Percentage increase in number of graduate students enrolled									
		PI.4 Percentage increase in number of graduate students who graduated within prescribed period									
MFO2. Graduate Student Management Services											
		PI.1 Number of graduate students awarded with scholarships/ assistantships									
		PI.2 Percentage of graduate students awarded with scholarship/ assistantship who graduated within the prescribed period									
		PI.3 Number of graduate students awarded with honor/distinction upon graduation									
		PI.4 Number of graduate students advised									
UMFO 2. Higher Education Services											
MFO 1. Curriculum Program Management Services											
		PI 1. Total Undergraduate FTE monitored	DepStat faculty	88	190.55		5	5	5	5.00	

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		PI 2. Number of undergraduate curricular program compliant to CMO approved and offered	DepStat Curriculum Committee	1	1	Revised BS Statistics curriculum was revised per CMO No. 42 s.2017 and approved by BOR of VSU	5	5	5	5.00	Will be offered in the 1st Sem.SY 2018-2019
		PI.3 Average passing percentage in licensure examinations in mandated programs									No licensure exam for BS Statistics graduates
		PI.4 Number of undergraduate students in mandated programs who graduated within the prescribed period	DepStat faculty	5	5		5	5	5	5.00	One of the five graduated with latin honors (cum laude)
		PI.5 Percentage increase in the number undergraduate students enrolled	DepStat faculty	0%	0%		5	5	5	5.00	No freshman was admitted to the BSS program beginning 1st semester of SY 2016-2017
	MFO2. Student Management Services										
		PI.1 Number of Hours of Student Advising and Consultating									
		No.of hours of academic advising	JM Guarte NE Milla	10	15	There are only 19 BSS students enrolled in the 2nd semester SY 2017-2018	5	5	5	5.00	Approximately 30 minutes per student; at least one academic advising per sem

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		Ho. of hours on special problem advising/consulting	VM Alao MAS Estoy JM Guarte NE Milla	64/sem	325	VM Alao (3 advisees); MAS Estoy (2 advisees each); and NE Milla (1 advisee)	5	5	5	5.00	target=16hrs/sem per faculty
		No. of hours on subject-related consultating	DepStat faculty	80/sem	330	Related to course-specific requirements (e.g. exam scores, grades, etc.)	5	5	5	5.00	target=16hrs/sem per faculty
		No. of hours of thesis and statistical consultating	DepStat faculty	200	298	Clients are non-BSS students who are doing thesis	5	5	5	5.00	Activities include design of experiments, sample size computation, and data analysis and interpretation; clients are VSU student and faculty researchers and researchers outside VSU
		PI.2 Number of student organizations advised/assisted	VM Alao MAS Estoy	1	1	VSU Statistics Society	5	5	5	5.00	
		PI.3 Number of instructional materials developed or revised									
		New Course syllabi/course outline	PG Batidor and JMB Bulahan	1	1	SP 112	5	5	5	5.00	SP 112 (Stat. & Proby for Grade 11)

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		Revised syllabi/course outline	VM Alao MAS Estoy NE Milla	5	7	STAT 132, CS 142, STAT 21, STAT 142, STAT 130, STAT 21H, STAT 111	5	5	5	5.00	STAT 111 is the replacement course for STAT 135
		New Powerpoint lecture presentation/handouts	PG Batidor and JMB Bulahan	1	1	SP 112	5	5	5	5.00	
		Revised Powerpoint lecture presentations/handouts	DepStat faculty	5	7	STAT 132, CS 142, STAT 21, STAT 142, STAT 130, STAT 21H, STAT 111	5	5	5	5.00	
		PI.4 Additional outputs									
		Number of student awards/honors received	DepStat faculty	1	1	1 BSS student graduated cum laude during the June 15, 2018 Commencement Exercises	5	5	5	5.00	
		Number of students facilitated/coordinated on tree planting	PG Batidor	6	6	There were 6 graduating BSS students	5	5	5	5.00	
		Number of students who sought guidance and counselling	VM Alao	8	20		5	5	5	5.00	

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		Number of activities organized/attended/assisted/p articipated/faciltated	DepStat Faculty, Admin. Aide and VSU StatSoc	4	5	Seminar-Workshop on Classification and Regression Trees, CAS Month Celebration, Tribute Party for Graduating Students, Commencement Exercises, DepStat and DMP Joint Teambuilding	5	5	5	5.00	
UMFO 3. Research Services											
		PI.1 Number of papers published in academic/research journals									
		refereed international journal									
		refereed national journal									
		refereed local journal									
		PI.2 Number of research outputs presented in regional/ national/international fora/conferences									
		international fora/conferences									
		national fora/conferences									

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		PI.3 Number of research projects conducted and/or completed on schedule	JM Guarte (Head, Socioeconomics and Extension Division of the Renewable Energy Research Center)	4	4	Formulates research design and constructs questionnaires/ interview schedules; guides data collection and data analysis, writes the report; edits, and finalizes research/terminal reports	5	4	4	4.33	Operational Evaluation of Solar Home System (SHS) Use by Household Beneficiaries in Leyte and Southern Leyte (Four Island Barangays)
		PI.4 Number of research proposals submited									
		PI.5 Percent of research proposals approved									
		PI.6 Amount of research money generated from external fundint									
		PI.7 Amount of research money generated from institutional funding									
		Pi.8 Additional outputs									
		Number of research-related awards (faculty & student)									

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UMFO 4. Extension Services											
		PI.1 Number of person-days trained weighted by length of training	VM Alao MAS Estoy PG Batidor JMB Bulahan NE Milla	37.5	80	(1) Seminar-Workshop on Classification and Regression Trees conducted on Feb. 16-17, 2018 (16 participants); (2) Regional Training on Statistical Analysis of Research Data on Feb. 14-16, 2018 (40 partcipants)	5	5	5	5.00	Target=1 training of 25 participants for 3 days
		PI.2 Numbers of trainings conducted	VM Alao MAS Estoy PG Batidor JMB Bulahan NE Milla	1	2	(1) Seminar-Workshop on Classification and Regression Trees conducted on Feb. 16-17, 2018 (16 participants); (2) Regional Training on Statistical Analysis of Research Data on Feb. 14-16, 2018 (40 partcipants)	5	5	5	5.00	Target=1 training of 25 participants for 3 days
		PI.3 Number of IEC materials/technoguies developed/used									
		PI.4 Number of benificiaries									
		Groups									

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		Individuals									
		PI.5 Number of technical/expert services									
		Membership in CHED technical panel/Regional Statistics Committee	JM Guarte NE Milla	1	2	JM Guarte is a member of the CHED Technical Committee in Statistics; NE Milla is VSU's Principal Representative to the Regional Statistics Committee	5	5	5	5.00	
		Peer reviewers/Panelist									
		Resource Persons	VM Alao MAS Estoy PG Batidor JMB Bulahan NE Milla	1	5	(1) Seminar-Workshop on Classification and Regression Trees conducted on Feb. 16-17, 2018 (16 participants); (2) Regional Training on Statistical Analysis of Research Data on Feb. 14-16, 2018 (40 partcipants)	5	5	5	5.00	
		Convenor/Organizer									
		Consultancy									
		Evaluator									
		Judge									
		PI.6 Number of extension projects conducted									

| MFO No. | MFO Description | Success/Performance Indicator (PI) | Units/Persons Responsible* | Target | Actual Accomplishment | | Rating | | | | Remark |
					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		PI.7 Number of extension proposals submitted									
		PI.8 Percent of extension proposals approved									
		PI.9 Amount of extension money generated from external funding									
		PI.10 Amount of extension money generated from institutional funding									
		PI 11 Additional outputs									
		Number of training courses consulted, prepared and coordinated	JM Guarte VM Alao	1	2	(1) Seminar-Workshop on Classification and Regression Trees conducted on Feb. 16-17, 2018 (16 participants); (2) Regional Training on Statistical Analysis of Research Data on Feb. 14-16, 2018 (40 partcipants)	5	5	5	5.00	

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		Number of CHED Technical Committee (TC) for Statistics meetings/activities attended	JM Guarte	2	2	Evaluation of project proposal of INSTAT, UPLB for COE/COD grant in Science and Mathematics on April 30, 2018; Workshop on BS in Statistics Program Evaluation Instrument (for quality assessment and monitoring) on June 13, 2018.	5	5	5	5.00	
UMFO 5. Support to Operations											
MFO1. Faculty Development Services											
		PI.1 Number of faculty pursuing advanced degree programs (PhD) facilitated, monitored and assisted									
		PI.2 Number of faculty awarded with graduate studies/scholarships	JMB Bulahan DepStat Personnel Committee	1	1	JMB Bulahan will be on study leave with pay beginning Aug. 1, 2018 for her MS in Statistics at UP Diliman	5	5	5	5.00	JMB Bulahan is applying for a DOST scholarsip grant
		PI.2 Number of faculty awarded with graduate studies/ scholarship/ assistantships who graduated within prescribed period									

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
MFO2.Faculty Recruitment/Hiring Services											
		PI.1 Number of faculty recruited/hired	Donna C. Cuyno DepStat Personnel Committee	1	1	DC Cuyno was hired by the department as a regular faculty in July 2, 2018	5	5	5	5.00	
MFO3. Faculty Evaluation Services											
		PI.1 Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	DepStat Faculty	95%	100%	all faculty obtained at least VS rating	5	5	5	5.00	
		PI.2 Number of student evaluation administered by the administrative staff per semester	DepStat Admin. Aide (Jansel Joi C. Villas)	1	1	Only one (1) Evaluation of Faculty Teaching Performance was conducted in the 2nd Semeter of SY 2017-2018	5	5	5	5.00	Mrs. Villas was assigned to evaluate the faculty of the Biotechnology department
MFO4. Program and Institutional Accreditation Services											
		PI.1 Number of degree programs which passed accreditation/ evaluation at least Level I									
		PI.2 QMS on faculty recruitment, development									
		PI.3 Percentage of degree programs compliant whith CHED									
UMFO 6. General Administration and Support Services (GASS)											
MFO1. Administrative and Facilitative Services											

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		PI.1 Number of units/sections supporte, supervised, monitored and coordinated.	DepStat Head	1	1	Department of Statistics is composed of seven (8) faculty members and two (2) administrative staff	5	5	5	5.00	
		PI. 2 No. of management meetings conducted	DepStat faculty and staff	5	5	Meeting is regularly conducted every month	5	5	5	5.00	Two meetings were conducted in January and June
		PI.3 Percentage of documents signed and approved	DepStat Head and Admin. Aide	100%	100%	Various office documents	5	5	5	5.00	
		PI.4 Number of requests for materials and apparatus/ equipment, and office supplies prepared and submitted	DepStat Head and Admin. Aide	5	11	Purchase requests for office supplies and equipment	5	5	5	5.00	
		PI.5 Number of academic lecture/laboratory rooms maintained	DepStat Head and Lab. Aide	3	3	EB-203a, EB-203b, and EB-204; EB-203a and EB203b house the DepStat administrative office and the statistical computing laboratory; EB-204 is purely a classroom	5	5	5	5.00	FD Espina is the Lab. Aide and is incharge in maintaining these rooms

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		PI.6 Percentage of laboratory apparatus and office equipment maintained	DepStat Head and Lab. Aide	100%	100%	Maintenance and minor repair of PCs in the computer lab; installation of electrical and internet connections in the computer lab	5	5	5	5.00	
MFO2. Frontline Services											
		PI 1 Efficient and customer-friendly frontline service	DepStat faculty and staff	100%	100%	All complaints acted appropriately	5	5	5	5.00	
Total Over-all Rating											
Average Rating							184.3				
Adjectival Rating							4.98				
							Outstanding				

Received by:

_____

Planning Office

Date: _____

Calibrated by:

REMBERTO A. PATINDOL, Ph.D.

Chairman, PMT

Date: _____

Recommending Approval:

BEATRIZ S. BELONIAS, Ph.D.

Vice Pres. for Instruction

Date.

Approved:

EDGARDO E. TULIN, Ph.D.

President

Date: _____