



VISAYAS
STATE UNIVERSITY



Department of Agricultural Education and Extension
COLLEGE OF AGRICULTURE AND FOOD SCIENCE

VISAYAS STATE UNIVERSITY
RECEIVED
009-264
26 JAN 2023

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, Milagros C. Bales, Head of the Department of Agricultural Education and Extension, accomplished the following targets for the period July - December 2022.

MILAGROS C. BALES

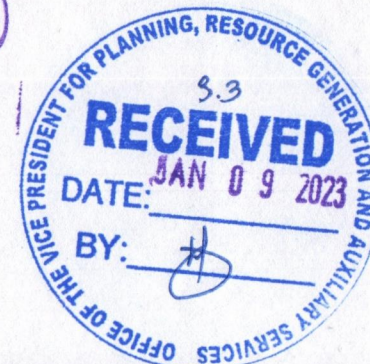
Department Head

Date: 01/06/23

VICTOR B. ASIO

College Dean

Date: 1/6/23



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

Personnel	Number (1)	Min. FTE (2)	Total FTE (1x2)	RDE Commitments***	Research	Publication	Extension
Department Head	1	4			0.0	1	1
Faculty w/ Univ. Designated Position	0	2.5			0.0	0	0
Regular Faculty (VSL)*	5	12			2.0	3	3
Regular Faculty (ILS)*	1	0			0.0	0	0
Admin Staff Members (JO)	2						
TOTAL:	9	18.5			2.0	4	4

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 (UMFO 4))

MFO No.		Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual		Rating				Remark (Details of the targeted output indicators with **)	% weight
					% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
MFO 1		ADVANCED EDUCATION SERVICES (20%)										
		OVPI 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:	Dept. Head & Faculty									4%
	a.	pursuing advanced research degree program (Ph.D) *	ACMonsanto RBGonzaga VCDargantes	15%	80%	ACMonsanto RBGonzaga ACOracion VCDargantes	5	5	5	5.00	*1 is MS degree holder but retire last July; 4 are pursuing PhD, with Ms ACOracion finishing here PhD program who became regular faculty on February 2022. VCDargantes also pursued his PhD degree starting in August 2022. *out of 9 faculty, only 5 are not PhD degree holder 4 pursuing PhD/ 5 * 100% = 80%	

	b.	actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)	Dept. Head & Faculty	30%	55.56%	LJC, HYG, KYT, MCBales, FTBalina	5	5	5	5.00	5 pursuing actively in research, ...out of 9 faculty * 100%	
	c.	producing technologies for commercialization or livelihood improvement		—								
	d.	whose research resulted in an extension program	Dept. Head & Faculty	—								
OVPI MFO 2. Graduate Student Management Services												
	PI 1: Percentage of graduate students enrolled in research degree programs *		Dept. Head & Faculty	100%	100%		5	5	5	5.00	All Graduate Students involved in research programs	2%
	PI 2: Percentage of accredited graduate programs *		Dept. Head & Faculty	100%	100%	PhD in AgEd, MS major in AgEx & AgEd, MAgDev major in AgEx & AgEd	5	5	5	5.00	All programs are undergoing RQAT Evaluation by CHED (June 2021). CHED Regional Office informed our office that PhD and MS AgEducation will have their COPC released before the year ends. All Programs have also under AACUP Accreditation, with all programs subjected of Level IV re-accreditation and only PhD AgEd Level III accredited. Their accreditation are on hold pending the release of the COPC.	2%
	PI 3: Number of graduate degree specializations offered and monitored *		Dept. Head & Faculty	5	6	Offered and monitored: PhD in AgEd, MS major in AgEx & AgEd, MAgDev major in AgEx & AgEd Monitored: PhD in Extension Science	5	5	5	5.00	PhD in Extension Science is on process of review by the University Curriculum Committee	2%
	PI 4: Total FTE coordinated, implemented & monitored *		Dept. Head & Faculty	25	42.17	1st Sem AY 2021-2022	5	5	5	5.00	MCB - 7.83, FTB - 3.50, LJC - 6, KPY - 7.33, HYG - 7.75, ACM - 9.50, DAC - 0.25	2%
	PI 5: Percentage increase in number of graduate students enrolled *		Dept. Head & Faculty	10%	100.00%	2nd sem 21-22 = 19 1st sem 22-23 = 38	5	5	5	5.00	PhD - 1, Magdev (AgEx - 18 and AgEd - 9), MS (AgEx - 10)	2%

	PI 6: Percentage increase in number of students who graduated within prescribed period *		Dept. Head & Faculty	15%	12.50%	out of 8 MS/MagDev/PhD 2nd year standing students, 1 graduated	4	4	4	4.00	Daniel A. Catibo (MS in AgEd)	2%
	PI 7: Number of graduate students awarded with honors/distinction *		Dept. Head & Faculty	—								2%
	PI 8: Number of graduate students advised *		Dept. Head & Faculty	10	21	Graduate students Major in AgEx & AgEd, 1st sem AY 22-23	5	5	5	5.00	PhD -1, Magdev (AgEx - 18 and AgEd - 9), MS (AgEx - 10)	2%
	PI 9: Number of instructional materials developed *		Dept. Head & Faculty									
	On-line ready courseware			10	11	FTB, MCB, LJC, KPY, HYG, ACM	5	5	5	5.00	AgEx 215, AgEx 216, AgEx 218, AgEx 217, AgEx 234, ADED 222, AgDE 201, AgEx 233, AgDev 202, AgEx 247, AgEd 212, AgEd 241, AgEd 211, ADED 211, AgEd 231, AgEd 243, AgEd 214, ADED 213, AgEd 145, AgEd 245, AgEd 303, AgEd 311, AgEd 313	
	Flexible instructional materials			10	30	FTB, MCB, LJC, KPY, HYG, ACM	5	5	5	5.00		
	Assessment tools			10	40	FTB, MCB, LJC, KPY, HYG, ACM	5	5	5	5.00		
	PI 10: Number of virtual classrooms created and operationalized			5	9	DAEEx Graduate Faculty	5	5	5	5.00	MCB - 4, FTB - 2, LJC - 1, KPY - 1, ACM - 1	
MFO 2	HIGHER EDUCATION SERVICES (50%)											
	PI 1. Percentage of first time licensure exam takers that pass the licensure exams *		Dept. Head & Faculty	40%	56%	16 BSDE/BSA 1st time graduates	5	5	5	5.00	9 out of 16 first time takers of LEA Board exam held on November 22-24, 2022	7.5%
	PI 2. Percentage of graduates (2 years prior) that are employed *		Dept. Head & Faculty	60%	66%	35 BSDE graduates for 2020	5	5	5	5.00	23 are employed 12 are unemployed	2.5%
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *		Dept. Head & Faculty	100%	100%	BSA Curriculum	5	5	5	5.00	*CMO # 23, series 2021, Policies & standards for Bachelor of Science in Agriculture (BSA) program *The revised curriculum as offshot of the ovrshp done by CAFS in August will still be subjected to BOR approval.	2.5%
	PI 4. Percentage of undergraduate programs with accreditations *		Dept. Head & Faculty	100%	100%	BSA Program	5	5	5	5.00		2.5%
	PI 5: Total FTE, coordinated, implemented and monitored *		Dept. Head & Faculty	50	58.10	1st Semester AY 2022-2023	5	5	5	5.00	1st Sem 2022-2023: MCB - 0.60, FTB - 12.70, LJC - 1.40, DAC - 16.15, ACM - 7.35, KPY - 3, JSD - 7.30, HYG - 5.10	20%

20%

[illegible]

PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *		Dept. Head & Faculty	1	4	LJCuadra, MCBales, KPYap, HYGoltiano	5	5	5	5.00	*Graduate Tracer Study *Climate-Smart Farm Business School Training Manual *Green-the-Home (GTH) - Extension Cum Research Project *Social Impact of DENR-Supported Livelihood Project	2%
PI 2. Number of research outputs completed within the year *		Dept. Head & Faculty	1	3	MCB, FTBaliña, KPYap, ACOpcion, LJCuadra	5	5	5	5.00	1."Evaluation of the Extension Service Delivery System of the Abaca Industry in Eastern Visayas in Support to the Implementation of Investments for the Agriculture and Fisheries Modernization Plan (AFMP) at the Local and National Levels of I-Plan Sub-Component 1.2" 2. Adapting to the New Normal in Education: A Curriculum Modification Design Using Blended Learning Model 3. Graduates' Employability and Employer's Feedback in VSU	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			1	3	MCBales, VCDargantes, KLPYTEves	5.0	5.0	5.0	5.00	1. DARGANTES, V.C., BALES, M.C., & CASINILLO, L.F. 2022. Modeling Farmers' Involvement in the Participatory Coconut Planting Project of the Philippine Coconut Authority. Scientific Papers Series Management, Economic Engineering in Agriculture and Rural Development. Vol. 22:3, 2022 2. CADENAS, J.M., BALES, M.C., TEVES, KL., ABELA, J V., & CAGASAN, EG. 2022. Factors that Affect Adoption and Sustainability of Ornamental Production: the Case of Ornamentals Growers in Baybay City, Leyte. International Journal of Recent Research in Social Sciences and Humanities (IJRSSH) Vol. 9, Issue 2, pp: (1-19), Month: April - June 2022, Available at: www.paperpublications.org 3. BALANO, M.B., BAÑOC, D.M., ALCOBER, E.A.L. & TEVES, K.L.Y. 2022. Response of lowland rice (<i>Oryza sativa</i> Linn.) var. NSIC Rc216 to the application of paclobutrazol grown in acidic and alkaline soils.	1.50%
In refereed nat'l/regional journals			—								0.50%
PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences *		Dept. Head & Faculty									
In int'l fora/conferences			1								1.50%

	In nat'l/regional fora/conferences												3 papers were presented during the 3rd Regional Scientific Agriculture Education Conference held on Dec 8-9, 2022 in Borongan Eastern Samar: 1. LEVEL OF ADOPTION OF AGRICULTURAL TECHNOLOGIES BY 4-H CLUB YOUTH IN SOUTHERN LEYTE presented by Jemboy Cadenas, MCBalesanilaBTF ,paYPLK , 2. Determinants of Agricultural Technology Adoption Among 4-H Club Members in Southern Leyte presented by Cristita Clavina nad MCBales 3. Building Capacities of Farmers to Become Entrepreneurs thru Climate-Smart Farm Business School Approach (CSFBS) in Selected Municipalities of Region VIII presented by MCBales and EEOny	0.50%
	PI 5. Percent of research proposals approved *	Dept. Head & Faculty	10%	100%	LJCuadra, KPY	5	5	5	5.00	*Adapting to the New Normal in Education: A Curriculum Modification Design Using Blended Learning Model *Project Proposal submitted to KLAU Center for Civil and Human Rights, Notre Dame University, Indiana USA	0.5%			
	PI 6. Additional outputs*	Dept. Head & Faculty												
	No. of research-related awards (research conducted by faculty or student w/ faculty)										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 *	Dept. Head & Faculty	5	42	Green-the-Home Project, PHILFIDA Project	5	5	5	5.00	GTH-LGU Hilongos & LGU Baybay (CAO) PHILFIDA - 1 *PRDP *DA Region 8 *and other 37 LGU's in Region 8	2.0%			
	PI 2. Number of trainees weighted by the length of training *	Dept. Head & Faculty	50	250	GTH, PhilFIDA, ATI	5	5	5	5.00	PhilFIDA - 103 ATI Virtual Participants - 78 LNU Faculty - 40 , GTH - 35	2%			
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs *	Dept. Head & Faculty	2	2	GTH, PhilFIDA	5	5	5	5.00	Green-the-Home Project PhilFIDA	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	95%	95%	GTH, PhilFIDa	5	5	5	5.00	Green-the-Home Re-planning Workshop, PhilFIDA Capability Building Activities	1%			

	PI 5. Number of technical/expert services *		Dept. Head & Faculty									1%
	Research Mentoring			1	5	GTH, PhilFIDA	5	5	5	5.00	SRA-GTH, MCLipian and Archille Galupo, Krystl Kaye Casinillo, Rosemarie Decio	
	Peer reviewers/Panelists			1	1	ATI	5.0	5.0	5.0	5.00	Panelist in one of the Micro Teaching of Training at ATI	
	Resource Persons			2	2	MCB, KLPYap, All faculty of DAEEx	5	5	5	5.00	ATI , LNU, PhilFIDA and LEA Review Class in the main campus and in VSU Villaba campus	
	Convenor/Organizer			2	2	GTH Project and PhilFIDA	5	5	5	5.00	Green-the-Home Re-planning Workshop, Capability Building Activities	
	Consultancy											
	Evaluator			1								
	PI 8. Percent of extension proposals approved *		Dept. Head & Faculty	50%								0.5%
	PI 11. Additional outputs * - Copyrighted Training Manuals		Dept. Head & Faculty		2.00	CS-FBS/MCBales	5.0	5.0	5.0	5.00	Copyrighted Training Module/Manual *Cebuano Version: "Giya Pagdumala sa Climate-Smart Farm Business School" *Waray Version: "Giya ha Pagdumara han Climate-Smart Farm Business School" Authors: Milagros C. Bales, Elvira E. Ongy, Lyca G. Ipong, Angim D. Loreno and Archille C. Galupo	
	No. of extension-related awards (extrn. conducted by faculty or student & faculty) *		Dept. Head & Faculty									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	4		5	5	5	5.00	RBGonzaga, ACMonsanto, Aiza C. Oracion and VCDargantes	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	1	3		5.0	5.0	5.0	5.00	3 Part- time Instructors (FTBalina, Jeanie Deluza, and Daniel Catibo)	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%

10%

PI 4: Number of seminars/trainings/ conventions/workshops coordinated outside of the university *		Dept. Head & Faculty	3	4		5	5	5	5.00	3 trainings for PHIFIDA staff as part of the Capability building activities of the project. And training with farmers and tATs in Hilongos on Leadership and Entrepreneurial Devt. And Financial record Keeping	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	95%	100%		5	5	5	5.00	All DAEEEx Faculty were rated by the students for 2nd sem AY 21-22 outstanding and very satisfactory	0.75%
PI6 : Number of in-house seminars/trainings/ workshops/reviews conducted *		Dept. Head & Faculty	2	2.00		5.0	5.0	5.0	5.00	Dept workshop on the preparation of documents and Np for the Level 4 AACUP Accreditation	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 - 2 programs (PhD AgEd and MS AgEd) issued COPC		Dept. Head & Faculty	4	2.00		4.0	4.0	4.0	4.00	2 Programs (MS AgEx and MAgDev Programs) waiting for COPC release	
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	Zero non-conformity		5	5	5	5.00	Zero non-conformity (No NC)	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	100%	100%		5	5	5	5.00	Submitted PPMP for 2023	1%
PI 2. Zero percent complaint from clients served		Dept. Head & all faculty & staff	95%	100%		5	5	5	5.00	No Complaint	2%
PI 3. Number of coaching sessions among faculty & staff***		Dept. Head	2	5		5	5	5	5.00	Ms. Aiza Oracion, Aira Oraño and new 3 part-time istructors and GTA were newly hired at the Department. They were briefed and guided from time to time how they should perform their tasks efficiently and effectively.	
PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**		Dept. Head	3	4		5	5	5	5.00	*July 1, 2022 *August 2, 2022 *September 6, 2022 *November 17, 2022	

5%

	PI 5. Number of monthly/special faculty & staff meetings conducted**		Dept. Head	10	4	Faculty and Staff meeting and Emergency meeting	5	5	4	4.67	*July 1, 2022 *August 2, 2022 *September 6, 2022 *November 17, 2022	
	PI 3: Additional Outputs		Dept. Head & all faculty & staff									
	Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies *										*Involvement of thesis students in departments research projects *Integrating research results in instructional materials *Alternative internship program during pandemic * Integrating RCA and OCA as one of the tools in community and organizational assessments *Involving junior faculty in research and extension projects as a way of mentoring.	2%
Total Over-all Rating							257.667					
Average Rating							4.955					
Adjectival Rating							OUTSTANDING					

5%

Received by:

TONI MARC L. DARGANTES

Planning Office

Date: JAN 09 2023

Calibrated by:

DANIEL LESLIE S. TAN

Chairman, PMT

Date: JAN 09 2023

Approved:

EDGARDO E. TULIN

President

Date: 1/10/2023

* 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