Visayas State University
INSTRUCTION
Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, NANCY V. DUMAGUING, Department Head for Department of Consumer and Hospitality Management (DCHM), commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July-December, 2017

NANCY V. DUMAGUING
Departent Head
Date: _____

MFO Descrip-tion	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	Actual Accom-plishment	Rating				Remark
					Quality	Efficiency	Timeliness	Average	
1: Advanced Education Services									
	PI 1: Number of graduate degree specializations offered and monitored	NA							
	PI 2: Total FTE monitored	NA							
	PI 3: Percentage increase in number of graduate students enrolled	NA							
	PI 4: Percentage increase in number of students who graduated within prescribed period	NA							
	Percentage of programs (major fields) accredited Level 1-4	NA							
OVPI MFO 2. Graduate Student Management Services									

PI 1: Number of graduate students awarded with scholarship/ assistantship	NA							
PI 2: Percentage of graduate students awarded with scholarship/ assistantship who graduated within prescribed period	NA							
PI 3: Number of graduate students awarded with honors/distinction	NA							

UMFO 2. Higher Education Services

OVPI MFO 1. Curriculum Program Management Services

PI 1: Total FTE monitored	All faculty	345		4	5	5	4.70	
PI 2: Number of new undergraduate curricular program compliant to CMO, approved and offered		0						
PI 3: Number of existing curriculum proposal subjected to evaluation and compliant to CMO	All faculty	1	1	4	5	5	4.70	
PI 4: Percentage increase in number of undergraduate students enrolled	All faculty	1%	1%	4	5	5	4.70	
PI 5: Percentage increase in the number of undergraduate students who graduated within prescribed period	All faculty	2%	2%	4	5	5	4.70	
PI 6: Percentage passing of students in licensure board examination	NA							

OVPI MFO 2. Student Management Services

PI 1: Percentage increase of students enrolled in different degree programs	NA							
PI 2: Number of students awarded with scholarship/fellowship/grants /assistantships	AllFaculty	5	10	5	5	5	5.00	
PI 3: Number of graduates gainfully employed in jobs related to their undergraduate programs	All faculty	50	150	5	5	5	5.00	
PI 4: Number of students availing of dormitory facilities	NA							
PI 5: Number of undergraduate students awarded with honors/distinction	All faculty	5	5	4	5	5	4.70	

UMFO 5. Support to Operations (STO)

OVPI MFO 1. Faculty Development Services

Indicator	Office/Person							
PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted	NVDumaguing	1	2	5	5	4	4.70	
OVPI MFO 2. Faculty Recruitment/Hiring Services								
PI 1: Number of faculty recruited/hired aligned with ISO standards	NVDumaguing/All faculty/Adm Staff	1	1	4	5	5	4.70	
PI 1: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects	All faculty	90%	95%	5	5	5	5.00	
OVPI MFO 4. Admission & Registration Services								
PI 1: Number of graduating high school students who took the entrance scholarship exam resulting from information drive	NA							
PI 2: Number of students enrolled and validated within scheduled regular registration period	All faculty	200	575	5	5	5	5.00	
OVPI MFO 5. Guidance and Counselling & Support to Students Services								
PI 1: Number of guidance activities conducted	NA							
PI 2: Number of students who have availed of guidance and counselling services	All faculty	50	297	5	5	5	5.00	
PI 3: Percentage of students awarded scholarship and grants	NA							
PI 4: Number of best practices on students services implemented	NA							
OVPI MFO 6. Library Services								
PI 1: Percentage increase in the number of students, faculty and staff availing the Library services	NA							
PI 2: Percentage increase in the number of students, faculty, researchers and staff availing the Library resources and facilities	NA							
PI 3: Number of best Library practices introduced which increase demand to avail of Library services	NA							
OVPI MFO 7. Distance Education Services								

PI 1: Number of distance education curricular programs implemented	NA							
PI 2: Percentage increase in the number of extramural students enrolled	NA							
PI 3: Number of extramural students graduated within the prescribed period	NA							

OVPI MFO 8. Program and Institutional Accreditation Services

PI 1: Number of degree programs which passed accreditation/evaluation at least Level 1	All faculty	1	1	4	5	5	4.70	
PI 2: QMS on faculty recruitment, development & performance evaluation aligned with ISO standards	Dept. Personel Com	95%	95%	5	5	5	5.00	
PI 3: Degree program compliant with CHED	All faculty	1	0					curriculum under revision to comply CHED CMO
PI 4: Readiness to SUC levelling by CHED & DBM	All faculty	100%	100%	5	5	5	5.00	

OVPI MFO 9. Development Broadcasting & Communication Services

PI 1: Number of technical services rendered	NA							
PI 2: Number of radio programs developed and aired	NA							
PI 3: Number of guests invited and interviewed on air	NA							
PI 4: Number of beneficiaries/clientele served	NA							
PI 5: Number of queries served on time	NA							
PI 6: Number of student interns supervised	NA							

UMFO 6. General Administration and Support Services (GASS)

OVPI MFO 1. Administrative and Facilitative Services

PI 1: Number of colleges, departments & support units supervised, monitored & coordinated	NVDumaguing	1	1	4	5	5	4.70	
PI 2: Number of management meetings conducted	All faculty	4	10	5	5	5	5.00	
PI 3: Number of documents signed and approved	NVDumaguing/	300	685	5	5	5	5.00	
PI 2: Number of university committees/ boards/council chaired & coordinated		1	3	5	5	5	5.00	

PI 3: Number of personnel policies reviewed and endorsed to UADCO & approved by BOR	NA							
PI 4: Number of academic related policies reviewed and endorsed to UADCO & approved by BOR	NA							
PI 5: Number of frontline academic services monitored and ensured to be customer friendly & efficient and citizens charter posted conspicuously	All faculty/Adm staff	5	7	5	5	5	5.00	
PI 6: Percentage of new faculty recruited/hired using procedures aligned with ISO standards	Personnel Dept. Com	100%	100%	5	5	5	5.00	
PI 7: Percentage of newly hired faculty oriented with university policies and procedures	All faculty	100%	100%	5	5	5	5.00	
PI 8: Percentage of faculty evaluated by their students	All faculty	100%	100%	5	5	5	5.00	
PI 8: Percentage implementation of SPMS & PBB	NA							
PI . Forged linkage outside of the university	All faculty	15	o	5	5	5	5.00	
OVPI MFO 2. Frontline Services								
PI 1. Efficient and customer-frienly frontline service	All faculty/Adm staff	Zero percent complaint	0%	5	5	5	5.00	
Best practices/new initiatives	N.V.Dumaguing	1	5	5	5	5	5.00	
Total Over-all Rating							127.30	
Average Rating							4.90	
Adjectival Rating					Very Satisfactory			

Received by   Calibrated by:

REMBERTO A. PATINDOL
Chairman, PMT

Date_____   Date: _____

Recommending Approval:

BEATRIZ S. BELONIAS
Vice Pres. for Instruction
Date: _____

Approved:

EDGARDO E. TULIN
President
Date: _____