"Exhibit A"

OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, **EDITHA G. CAGASAN**, OIC-HEAD of the **DEPARTMENT OF DEVELOPMENT COMMUNICATION** commit to deliver and agreed to be rated on the attainment of the following ACCOMPLISHMENTS in accordance with the indicated measures for the period **JANUARY TO DECEMBER 2022.**

Prepared by:

EDITHA G. CAGASAN
Department Head
Date:July 7, 2022

Approved:

VICTOR B. ASIO
College Dean
Date: July 8, 2022

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				REMARKS (Details of Targetted Outputs Indicators with)	%
					% Accomplishments	Details of Accomplishments	Quality	Eficiency	Timeliness	Average		Weight
UMFO 1. ADVANCED EDUCATION SERVICES												
OVPAA MFO 2. Graduate Student Management Services												
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:											
	a.	pursuing advanced research degree program (Ph.D) *	DDC Head & Graduate Faculty	1.00	100%	1.00	5	5	4	4.67	JNA Sales; finished conducting his thesis, now writing his manuscript	2%

b.	actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)	DDC Head & Graduate Faculty	3	167%	5.00	5	5	5	5.00	All graduate faculty of DDC are involved in research both as leaders of funded projects ,professors & adviser/GAC members	2%
c.	producing technologies for commercialization or livelihood improvement	DDC Head & Graduate Faculty									
d.	whose research resulted in an extension program	DDC Head & Graduate Faculty	1	300%	3.00	5	5	5	5.00	Strengthening RDE Capability and Radio Drama on climate change, SOA	2%
OVPI MFO 2. Graduate Student Management Services											
PI 1: Percentage of graduate students enrolled in research degree programs *		DDC Head & Graduate Faculty	100%	100%	100%	5	5	5	5.00	All grad students (MSDC and MAgDev-DevCom are research programs)	2%
PI 2: Percentage of accredited graduate programs *		DDC Head & Graduate Faculty	100%	100%	100%	5	5	5	5.00	MSDC, MagDev major in DevCom, Level 5	2%
PI 3: Number of graduate degree specializations offered and monitored *		DDC Head & Graduate Faculty	1	200%	2.00	5	5	5	5.00	MSDC, MagDev major in DevCom	2%
PI 4: Total FTE coordinated, implemented & monitored*		DDC Head & Graduate Faculty	12	214%	25.67	5	5	5	5.00		2%
PI 5: Percentage increase in number of graduate students enrolled *		Head/Faculty/ Students	5%	4000%	200%	5	5	5	5.00	18 students enrolled including cognate students; increase of 200%	2%

PI 6: Percentage increase in number of students who graduated within prescribed period *	DDC Head & Faculty	5%	8000%	400%	5	5	5	5.00	*From 2 students who graduated last year, we now have 8 students who completed their requirements for graduation as of June*	2%
PI 7: Number of graduate students awarded with honors/distinction *										
PI 8: Number of graduate students advised *	DDC Head & Faculty	4	400%	16.00	5	5	5	5.00	*As adviser and members of GAC*	2%
PI 9: Number of instructional materials developed *										
On-line ready courseware	DDC Head & Faculty	3	233%	7.00	5	5	5	5.00	*DEVC212, 218, 205, 210, 214, 235, 297*	2%
Flexible instructional materials	DDC Head & Faculty	3	1167%	35.00	5	5	5	5.00	*For DEVC212, 218, 205, 210, 214, 235, 297*	2%
Assessment tools	DDC Head & Faculty	3	1167%	35.00	5	5	5	5.00	*For DEVC212, 218, 205, 210, 214, 235, 297*	2%
PI 10: Number of virtual classrooms created and operationalized	DDC Head & Faculty	3	233%	7.00	5	5	5	5.00	*DEVC212, 218, 205, 210, 214, 235, 297*	2%
						SUB-TOTAL		69.67		
						RATING		4.98		
HIGHER EDUCATION SERVICES (50%)										
PI 1. Percentage of first time licensure exam takers that pass the licensure exams *	NA									

PI 2. Percentage of graduates (2 years prior) that are employed *	DDC Head & Faculty	75%	133%	100%	5	5	5	5.00	30 graduates in 2019 and 2020. Majority (86.7%) are presently employed, while six (6) reported not working because they are currently pursuing graduate studies full-time as scholars	2%
PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *	DDC Head & Faculty	100%	100%	100%	5	5	5	5.00	all DevCom students	2%
PI 4. Percentage of undergraduate programs with accreditations *	DDC Head & Faculty	100%	100%	100%	5	5	5	5.00	BSDC program; now with Level 4 re-accredited status	2%
PI 5: Total FTE, coordinated, implemented and monitored *	DDC Head & Faculty	80	141%	112.90	5	5	5	5.00		3%
PI 8: Number of students advised: *										
On thesis/ field practice/special problem	DDC Head & Faculty	4	875%	35.00	5	5	5	5.00	all have approved outlines; 28 already able to defend their thesis manuscripts	3%
No. of approved manuscript submitted within prescribed period	DDC Head & Faculty	2	1400%	28.00	5	5	5	5.00	28 have already successfully defended their thesis manuscripts	2%
On consultation	DDC Head & Faculty	15	667%	100.00	5	5	5	5.00	through email and messenger; some personal consultations	2%
PI 9: Number of student organizations advised/ assisted *										
Student organizations advised	DDC Head & Faculty	1	400%	4.00	5	5	5	5.00	Virtual advising	2%

Student organizations assisted on student related activities										
PI 10: Number of instructional materials developed *										
On-line ready courseware	DDC Head & Faculty	7	714%	50.00	5	5	5	5.00	for second sem subjects	2%
Flexible instructional materials	DDC Head & Faculty	7	714%	50.00	5	5	5	5.00	for second sem subjects	2%
Assessment tools	DDC Head & Faculty	7	714%	50.00	5	5	5	5.00	still on a lockdown	2%
PI 10: Number of virtual classrooms created and operationalized	DDC Head & Faculty	6	167%	10.00	5	5	5	5.00		2%
						SUB-TOTAL		60.00		
						RATING		5.00		
RESEARCH SERVICES (10%)										
PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	DDC Head & Faculty	2	350%	7.00	5	5	5	5.00	5 VSU-funded; 2 externally funded (EWC, YRRP)	2%
PI 2. Number of research outputs completed within the year *	DDC Head & Faculty	1	200%	2.00	5	5	5	5.00	YRRP and EWC-SOA	2%
PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *										
In refereed int'l journals	DDC Head & Faculty	10%	300%	30%	5	5	5	5.00	1 in ATR,1 in SRRN	2%
In refereed nat'l/regional journals	DDC Head & Faculty	10%	300%	30%	5	5	5	5.00	2 in CTU journal	2%
PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences *										
In int'l fora/conferences	NONE								Due to COVID	
In nat'l/regional fora/conferences	NONE								Due to COVID	
PI 5. Percent of research proposals approved *	DDC Head & Faculty	2	200%	4.00	5	5	5	5.00	3 VSU-funded; 1 foreign funded	2%
PI 6. Additional outputs*										

NUMBER OF RESEARCH AWARDS RECEIVED	DDC Senior Faculty & Prof Emeritus									
					SUB-TOTAL			25.00		
					RATING			5.00		
EXTENSION SERVICES (10%)										
PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities *	DDC Head & Faculty	4	200%	8.00	5	5	5	5.00	*5 International, 1 National, 2 Regional*	2%
PI 2. Number of trainees weighted by the length of training *	DDC Head & Faculty	30	177%	53.00	5	5	5	5.00		2%
PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs *	DDC Head & Faculty	1	300%	3.00	5	5	5	5.00	*Trainings on google site creation, training on SOA for SLSU*	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*	DDC Head & Faculty	75%	133%	100%	5	5	5	5.00	*Radio training for affiliates, google classroom*	2%
PI 5. *Number of technical/expert services* *										
Mentoring	DDC Senior Faculty	6	167%	10.00	5	5	5	5.00	*DDC & DYDC*	2%
Peer reviewers/Panelists	DDC Senior Faculty	1	200%	2.00	5	5	5	5.00	*selected few faculty*	2%
Resource Persons	DDC Head & Faculty	4	175%	7.00	5	5	5	5.00	*all done virtually*	2%
Convenor/Organizer	DDC Head & Faculty	3	233%	7.00	5	5	5	5.00	*all done virtually*	2%
Consultancy for free or pro bono	DDC Head & Faculty	1	400%	4.00	5	5	5	5.00	*with DepEd, SLSU, SKSU*	2%
Evaluator	DDC Head & Faculty	1	200%	2.00	5	5	5	5.00	*in-house reviews, ATI*	2%
PI 8. Percent of extension proposals approved *	DDC Head	50%	600%	3.00	5	5	5	5.00	*IEC-YRRP and Radio Drama on climate change*	

PI 11. Additional outputs *										
NUMBER OF LEAFLETS, MODULES, TECHNO-VIDEO AND COFFEE TABLE BOOK PRODUCED	DDC Head & 2 Faculty									
				SUB-TOTAL			55.00			
				RATING			5.00			
SUPPORT TO OPERATIONS (5%)										
OVPI MFO 1. Faculty Development Services										
PI 1: Number of faculty pursuing advanced research degree programs facilitated, monitored and assisted *	DDC Faculty & affiliates	1	200%	2.00	5	5	5	5.00	JNAS (PhD), IMJA (MSDC)	1%
OVPI MFO 2. Faculty Recruitment/Hiring Services										
PI 2: Number of faculty recruited/hired based on needed competencies and aligned with ISO standards *	DDC Head & Faculty		0%	1.00	5	5	5	5.00	new DDC instructor	1%
OVPI MFO 3. Faculty Evaluation Services										
PI 3: Number of seminars/trainings/ conventions/workshops coordinated for entire university *	DDC Head & Faculty	4	1325%	53.00	5	5	5	5.00	done virtually	2%
PI 4: Number of seminars/trainings/ conventions/workshops coordinated outside of the university *	DDC Head & Faculty	3	600%	18.00	5	5	5	5.00	All requested	1%
PI 5: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated *	DDC Head & Faculty	70%	143%	100%	5	5	5	5.00	All were rated outstanding except for 1 VS	2%
PI6 : Number of in-house seminars/trainings/ workshops/reviews conducted *	DDC Head & Faculty	3	600%	18.00	5	5	5	5.00	as requested	1%
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*	DDC Head & Faculty	100 %	100%	100%	5	5	5	5.00	No NCs during the ISO 2nd surveillance audit	2%
				SUB-TOTAL			35.00			
				RATING			5.00			
General Admin. & Support Services (5%)										

PI 1. Submission of College/Department PPMP for the following year within deadline as prescribed by BAC*	DDC Head & Faculty	1	400%	4.00	5	5	5	5.00	*DDC and DYDC,*	2%
PI 2. Zero percent complaint from clients served	DDC Head & Faculty	0	100%	0.00	5	5	5	5.00	*Zero-percent complaint*	1%
PI 3. Number of coaching sessions among faculty & staff**	DDC Head & Faculty	1	500%	5.00	5	5	5	5.00	*For 1 faculty who got a VS rating and for staff preparaing docs for accreditation*	1%
PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**	DDC Head & Faculty	1	300%	3.00	5	5	5	5.00	*Done during faculty and staff meetings*	1%
PI 5. Number of monthly/special faculty & staff meetings conducted**	DDC Head & Faculty	1	300%	3.00	5	5	5	5.00		1%
PI 3: Additional Outputs										
Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies *										
							SUB-TOTAL	25.00		
							RATING	5.00		
Over-all TOTAL								269.67		100%
Average Rating								4.99		
Adjectival Rating								**Outstanding**		

Received by:

TONI MARC L. DARGANTES
Planning Office
Date: 7/15/2022

Calibrated by:

DANIEL LESLIE S. TAN
VP for Admin. & Finance
Date: JUL 2 2 2022

Approved by:

EDGARDO E. TULIN
University President
Date: 7/26/22