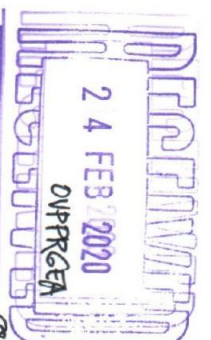




VISAYAS
STATE UNIVERSITY



Department of Soil Science
College of Agriculture and Food Science
Visca, Baybay City, Leyte, PHILIPPINES
Telefax: NONE
Telephone: 053-563-7652
Website: www.vsu.edu.ph



EPUB# 7915 2/20/20
2221

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, SUZETTE B. LINA, Head of the Department of Soil Science, 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 2019 to Dec 31, 2019. (Accomplishment)

SUZETTE B. LINA

Department Head

Date: _____

VICTOR B. ASIO

Dean, CAFS

Date: _____

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

Personnel	Number	FTE/sem	FTE/Summer
Department Head	1	4	0.0
Faculty w/ Univ. Designated Position (Dean)	1		0.0
Regular Faculty (Vac. & Sick Leaves)	3	8	0.0
Regular Faculty (Study and Sabbatical Leave)	2	0	0.0
Regular Faculty (Teacher's Leave)	0	18	0.0
Affiliate Staff and one Part-Timer	4	Actual	Actual
Admin Staff Members	3	0	0.0

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

Handwritten signature and date: 6/18/20

MFO No.	MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible*	Target	Actual Accomplishment	Rating				Remark
						Quality	Efficiency	Timeliness	Average	
MFO 1	Advanced Education Services	PI 1. Number of FTE coordinated and implemented	Head, Graduate faculty, clerk	5	19.17	5.0	5.0	5.0	5.0	SS 211,SS 212 SS213, SS215, SS 217
		PI 2. Number of graduate degree specializations offered and monitored	Head, clerk, faculty	1	1.00	5.0	5.0	5.0	5.0	MS SOIL SCIENCE
		PI 3. Number of graduate students enrolled in the department	Graduate Faculty	4	21	5.0	5.0	5.0	5.0	Manila, Pizon, Paculaba, Galvez, Gamale, Modina, Regina, Cagasan, Belmores, Escultor, Mahipos,Asencion, Requitulo, Batuto, Balanay, Bedico, Bulawan, Demain, Ocoy, Salas, Juvy
		PI.4 Number of graduate students who graduated within prescribed period		1	1	5.0	5.0	5.0	5.0	Cagasan
		PI.5 Number of graduate students gainfully employed in line with his/her field	Adviser	1	2	5.0	5.0	5.0	5.0	Cagasan
Graduate Student Management Services										
		PI1. Number of Graduate thesis outline approved	SBL, VBA	1	3	5.0	5.0	4.5	4.83	

	P12. Number of Graduate manuscripts approved	VBA, SBL	1	1	5.0	5.0	4.5	4.83	Cagasan
	P13: Number of graduate students awarded with scholarship/ assistantship	DSS graduate faculty	2	18	5.0	5.0	5.0	5.0	Manla, Pizon, Paculaba, Galvez, Gamale, Modina, Regina, Cagasan, Belmores, Escultor, Mahipos, Batuto, Balanay, Bedico, Bulawan, Demain, Ocoy, Salas
	P1 4. Number of graduate students advised and assisted	VBA, SBL ,DSM	3	20	5.0	5.0	5.0	5.0	Manla, Pizon, Paculaba, Galvez, Gamale, Modina, Regina, Cagasan, Belmores, Escultor, Mahipos,Ascencion, Requittillo, Batuto, Balanay, Bedico, Bulawan, Demain, Ocoy, Salas, Juvy
	P15: Percentage of graduate students awarded with scholarship/assistanship who graduated within prescribed period	VBA, SBL (GAC)	1	50%	5.0	5.0	5.0	5.0	Cagasan
MFO 2	Higher Education Services P1 1. Number of FTE coordinated and implemented	Head, DSS faculty & clerk DSS faculty (regular) Affiliate Staff & GTA	 75.00 15.00	 112.50 15.76	 5.0 5.0	 5.0 5.0	 5.0 5.0	 5.0 5.0	 SS24, SS 110, SS111, SS115, SS113, SS197SS199b, Ea Sc 001,
	P1 2. Number of degree of specialization compliant to CMO supervised and monitored	DSS Faculty, Head	1	1	5.0	5.0	5.0	5.0	BS Agriculture Major in SOIL SCIENCE

Undergraduate Student Management Services										
		PI 1. Number of undergraduate thesis outline approved	Head, DSS faculty	4	5	5.0	5.0	4.8	4.93	Longay, Serafin, Castro, Ocinaría, Lorenzo
		PI 2: Number of undergraduate students awarded with scholarship/ assistantship	Head, DSS faculty	1	2	5.0	5.0	5.0	5.0	
		Student advising and consultation services								
		PI 3. Number of academic advisees	Head, DSS faculty	18	30	5.0	5.0	5.0	5.0	BSA-1 to BSA-4(Soil Science)
		PI 4. Number of student-related activities assisted	Head, DSS faculty, OSSM advisers & clerk	5	6	5.0	5.0	5.0	5.0	Acquaintance, Tree Planting, General cleaning
		PI 5. Number of instructional materials developed								
		<i>Revised syllabi</i>	DSS faculty	0	3	5.0	5.0	4.5	4.8	SS 110, SS113, Ea Sci 001, SS 2, SS 24
		<i>Revised lecture manual</i>	DSS faculty	2	3	5.0	5.0	5.0	5.0	SS 24, SS 22, SS 113
		<i>Revised Lab. Manual</i>	DSS faculty	1	2	5.0	5.0	5.0	5.0	Earth Sci 001, SS113, SS110

		New Powerpoint lecture presentation (per course)	DSS faculty	2	3	5.0	5.0	5.0	5.0	Earth Sci 001, SS113, SS110
		On-line course lecture materials								
		On-line course lab. materials								
		PI 6. Additional outputs								
		Accreditation of curricular program (level IV Phase 2	All Faculty & Staff							
MFO3. Faculty Evaluation Services		PI 1. Teaching Performance	DSS faculty	VS	VS	5.0	5.0	5.0	5.0	
MFO 4		Research Services								
		PI 1. Number of published papers in internationally indexed journals								
		In refereed int'l journals	VBA, DSM	1	3	5.0	5.0	4.5	4.83	Science and Humanities Journal, ATR
		PI 2. Number of research outputs presented in regional/national/ int'l fora/conferences								
		In int'l fora/conferences	SBL & DML	1	2	5.0	5.0	5.0	5.0	PSSN
		In nat'l fora/conferences	DSS faculty	0						
		In reg'l fora/conferences	DSS faculty	0						
		In institutional fora/conferences	DSS Faculty	1	1	5.0	5.0	5.0	5.0	
		PI 3. Number of research projects conducted and/or completed on schedule	VBA, SBL, BCI	4	4	5.0	5.0	5.0	5.0	Limestone, Yolanda, Food for the Hungry, Standardization and Reformulation of Organic Fertilizer, Soil Health Project (VSU)
		PI 4. Number of research proposals submitted	VBA, SBL, DSM, BCI	2	2	5.0	5.0	5.0	5.0	SRA, VSU

		PI 5. Percent of research proposals approved	DSS faculty	10%	50%	5.0	5.0	5.0	
		PI 6. Amount of research money generated from external funding (Thousand PHP)	VBA, SBL, BCI	1M	1M	5.0	5.0	5.0	Funding was reflected in Project Leader's IPCCR
		PI 7. Amount of research money generated from institutional funding (Thousand PHP)	VSU	50k	250K	5.0	5.0	5.0	VSU Limestone project
		PI 8. Additional outputs							
		No. of research-related awards (research conducted by faculty or student w/ faculty)	VBA	1	1	5.0	5.0	5.0	Publication award
MFO 5	Extension Services	PI 1. Number of beneficiaries served							
		Groups(Training Activities)	VBA, SBL, DSM, AML	2	3	5.0	5.0	5.0	DSS Extension Project
		Individuals	DSS faculty,lab tech	50	115	5.0	5.0	5.0	visitors in the lab
		PI 2. Number of extension projects conducted and/or completed on schedule	SBL, VBA, BCI	2	2	5.0	5.0	5.0	YLP, CAFS Extension project
		PI 3. Percent of extension proposals approved	SBL	10%	100%	5.0	5.0	4.5	4.83
		PI4. Amount of extension money generated from external funding (Thousand PHP)	SBL	10K	250K	5.0	5.0	5.0	YLP
		PI 5. Amount of extension money generated from institutional funding (Thousand PHP)	SBL	25K	150K	5.0	5.0	5.0	DSS Extension Project
		PI 6. Number of scholars managed under DOST-ASTHRD	VBA	40	50	5.0	5.0	5.0	DOST-ASTHRD scholars
		PI 7. Additional Inputs							

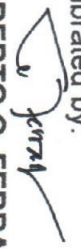
	Technical/ Expert services (international, national, regional)									
	<i>RDE reviewer/panelist</i>	VBA, SBL	2	2	5.0	5.0	5.0	5.0	5.0	
	<i>Resource person</i>	VBA, BCI	2	2	5.0	5.0	5.0	5.0	5.0	
	<i>Journal editor/reviewer</i>	VBA, SBL, DSM, BCI	1	4	5.0	5.0	5.0	5.0	5.0	ATR, JSH, JATM
	Pl. 8. Number of linkages forged									
	<i>International</i>	VBA, SBL	2	2	5.0	5.0	5.0	5.0	5.0	ACIAR,SWISS Cocoboards, Erasmus Mundus Program
	<i>National</i>		1	2	5.0	5.0	5.0	5.0	5.0	SRA, PCAAARD
	<i>Local</i>		1	2	5.0	5.0	5.0	5.0	5.0	DA, BSWM

MFO 6 Support to Operations										
	<i>Faculty Development Services</i>									
		Pl 1. Number of faculty pursuing advanced research degree programs (PhD.) facilitated, monitored & assisted	DSS APC, CMOQ	0	1	5.0	5.0	5.0	5.0	Cecille Marie Quiñones (Germany)
	<i>Hiring/Promotion of Support Staff</i>									
MFO 7	General Admin. & Support Services (GASS)	Pl 1. Number of departments and/or service units supervised and monitored	DSS Head	1	2	5.0	5.0	5.0	5.0	DSS, SRA Laboratory
		Pl 2. No. of management meetings conducted	DSS Head	1	4	5.0	5.0	5.0	5.0	Department Meeting

		PI 2. Number of faculty and staff monitored	DSS Head	6	10	5.0	5.0	5.0	5.0	DMaranguit, Bjadina, MMagdadaro, KOraiz, MA Barbadillo, LManla, Alumacad, JCapricho, JO Staff, R.Pugoy
		PI 2. Number of documents attended and served	DSS head, clerk	50	195	5.0	5.0	5.0	5.0	Office document
		PI 3. Number of academic lecture/laboratory rooms maintained	Faculty, lab tech, utility, JO	5	7	5.0	5.0	5.0	5.0	DSS Rm.101, 116, 117, 119, 205, 206, 207
		PI 5. Number of heavy equipment maintained	SRTPAL-SRA head/faculty, lab tech, utility	2	8	5.0	5.0	5.0	5.0	Ovens, furnace, etc.
		PI 4. Area of lawn maintained (sq.m, approx.)	utility, JO	200sqm	200 sqm	5.0	4.8	5.0	4.93	
		PI 5. Number of CR's supervised for cleaning and maintenance	Students' CR	1	2	4.9	4.9	4.9	4.9	
		PI 6. Number of department meetings conducted	Head, DSS faculty & staff	4	5	5.0	5.0	5.0	5.0	Meeting with faculty, meeting with APC and APC
		PI 7. Number of EXECOM meetings attended	Dean, Head	2	4	5.0	5.0	5.0	5.0	Regular and emergency meeting
		PI 8. Number of College/University meetings attended	DSS faculty involved in Univ. Committees	5	10	5.0	5.0	5.0	5.0	Accreditation, QAC, meeting at OP, etc, UAC
		PI 9. Number of committee membership	DSS faculty, Head	5	5	5.0	5.0	5.0	5.0	AACCU-University, Scholarship-College level, Department-based Comm.
		PI 10. Number of office and laboratory equipment requested and purchased	Head, Clerk, Lab tech	3	3	5.0	5.0	5.0	5.0	LCD, electric fans, aircon unit, ovens

	PI 11. Editor in Chier of Univ. Journal	VBA	10	10	5.0	5.0	5.0	5.0	Reviewed and edited articles; facilitated in assigning reviewers, printing and reproduction of ATR journal
	PI 12. Coordinator of scholarship programs	VBA	1	2	5.0	5.0	5.0	5.0	DOST, Erasmus mundus
	PI 13. Number of scholars monitored under DOST and Erasmus Mundus	VBA, DOST project staff	15	40	5.0	5.0	5.0	5.0	Monitor scholars in terms of their academic performance and thesis
	PI 14. Number of field workers supervised	Head, Fied coordinator & Asisstant	3	5	5.0	4.5	4.5	4.67	
	PI 15. number of field activities supervised	Head, Fied coordinator & Asisstant	4	5	5.0	4.5	5.0	4.83	Land preparation, harvesting, field maintenance, marketing
	PI 16. Number of soil laboratory managed	VBA, Dept Head	2	3	5.0	5.0	5.0	5.0	
	PI 17. Zero percent complaint from clients served		0 % complaint	0% complaint	5.0	5.0	5.0	5.0	All Faculty and Staff
Total Over-all Rating			328.40						
Average Rating			4.975						
Adjectival Rating			OUTSTANDING						

Calibrated by:




DILBERTO O. FERRAREN

VP for Resource Generation and External Affairs

Date: _____

Recommending Approval:




REMBERTO A. PATINDOL

VP for Finance and Administ VP for Instruction

Date: 2-19-2020

Approved:



BEATRIZ S. BELONIAS, Ph.D.

President

Date: _____

EDGARDO E. TULIN, Ph.D.

President

Date: _____

1 – quality

2 – Efficiency

3 – Timeliness

4 - Average