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 **July 1, 2017 to December 31, 2017**.

NORBERTO E. MILLA, Ph.D.
Department Head
Date: January 22, 2018

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

CANDELARIO L. CALIBO, Ph.D.
Dean, CAS
Date: January 22, 2018

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 Management										
		PI.1 Graduate degree program monitored									
		PI.2 Total Graduate FTE Monitored	RA Patindol	2.50	10.56	RA Patindol taught Stat 206 and Stat 221 in the 1st sem. SY 2017-2018	5	5	5	5.00	
		PI.3 Percentage increase in number of graduate students enrolled									

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		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	90.5	244.30	Total FTE of seven (7) regular faculty in the department teaching undergraduate courses	5	5	5	5.00	
		PI 2. Number of undergraduate curricular program compliant to CMO approved and offered									BSS has no CMO yet during this period
		PI.3 Average passing percentage in licensure examinations in mandated programs									No licensure exam for BS Statistics graduates

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		PI.4 Number of undergraduate students in mandated programs who graduated within the prescribed									
		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
		PI.6 Number of academic/industry linkage establlished	NE Milla JM Guarte	1	3	RSC, PSRTI and PSAI Region VIII Chapter	5	5	5	5.00	NE Milla serves as the principal representaive of VSU to the RSC; JM Guarte acts as the focal person and training coordinator under the VSU-PSRTI partnership
		PI.7 Additional Output									
		Number of class rosters submitted within prescribed period	DepStat faculty	52	52		5	5	5	5.00	All DepStat faculty taught a total of 52 sections of statistics courses in the 1st Semester SY 2017-2018
		Number of gradesheets submitted within prescribed period	DepStat faculty	52	50		5	5	4	4.67	

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		Number of trainings/seminars/workshops attended	VM Alao PG Batidor JMB Bulahan MAS Estoy	1	1	Seminar-workshop on Classification and Regression Trees (CART) conducted on Dec. 4-6, 2017	5	5	5	5.00	
MFO2. Student Management Services											
		PI.1 Number of Hours of Student Advising and Consultating									
		No.of hours of academic advising	JM Guarte NE Milla	20	30	There are only 21 BSS students enrolled in the 1st semester SY 2017-2018	5	5	5	5.00	Approximately 30 minutes per student
		Ho. of hours on special problem advising/consulting	VM Alao NE Milla	32/sem	85	VM Alao and NE Milla (one advisee each)	5	5	5	5.00	target=16hrs/sem per faculty
		No. of hours on subject-related consultating	DepStat faculty	96/sem	159	Related to course-specific requirements (e.g. exam scores, grades, etc.)	5	5	5	5.00	target=16hrs/sem per faculty; 6 faculty teaching undergraduate statistics courses
		No. of hours of thesis and statistical consultating	DepStat faculty	80/sem	251	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

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		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									
		Revised syllabi/course outline	DepStat faculty	7	7	Stat 21, Stat 141, Math 126, Stat 21h, Stat 143, Stat 131, CS 142	5	5	5	5.00	
		New instructional materials (Powerpoint lecture presentation/handouts/lab exercises/lab manuals	DepStat faculty	3	5	Stat 21, Stat 21h, Stat 130, Stat 143	5	5	5	5.00	
		Revised instructional materials (Powerpoint lecture presentations/handouts/lab exercises/lab manuals)	DepStat faculty	4	6	CS 142, STAT 131, STAT 21E, Stat 21, Math 126, Stat 141	5	5	5	5.00	
		PI.4 Additional outputs									
		Number of student awards/honors received									
		Number of students facilitated/coordinated on tree planting									
		Number of students who sought guidance and counselling	VM Alao	6	8		5	5	5	5.00	

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		Number of activities organized/attended/assisted/participated/faciltated	DepStat Faculty, Admin. Aide and VSU StatSoc	4	5	DepStat Annual Academic Convocation; Dice Dice Baby & Probabaloonity (during the 93rd VSU Anniversary); Opening Program for 28th NSM Celebration; 2nd Inter-High School Statistical Quiz Show; Statistical Services during PASUC Culture & Arts Festival	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									

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		regional fora/conferences	PG Batidor VM Alao	1	2	Evaluation of the Spiral Progression Approach in Teaching Science & Mathematics in the Junior High School Curriculum at Matlang National High School, Isabel, Leyte (PG Batidor); Hybrid-Bootsrap Estimation of a Semiparametric Analysis of Covariance (ANCOVA) Model (VM Alao)	5	5	5	5.00	
		national fora/conferences									
		PI.3 Number of research projects conducted and/or completed on schedule	JM Guarte (Socioeconomics Division Head of RERC)	2	2	"Socioeconomic Impact and Operational Evaluation of Renewable Energy Systems(RES) Installed in the Different Island Barangays in Leyte and Southern Leyte"	5	5	5	5.00	
		PI.4 Number of research proposals submited									

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		PI.5 Percent of research proposals approved									
		PI.6 Amount of research money generated from external funding									
		PI.7 Amount of research money generated from institutional funding									
		Pi.8 Additional outputs									
		Number of research-related awards (faculty & student)									
UMFO 4. Extension Services											
		PI.1 Number of person-days trained weighted by length of training	NE Milla JM Guarte VM Alao MAS Estoy	37.5	87.5	(1) Training on Statistical Forecasting Using Regression Analysis conducted in Sept. 26-29, 2017 with 25 participants; and (2) Training Course on Statistical Data Management and Analysis Using MS EXCEL 2013 and Report Writing conducted in Oct. 9-13, 2017 with 25 participants	5	5	5	5.00	Target= 1 training for a min. of 25pax per training for a min. of 3 days

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		PI.2 Numbers of trainings conducted	NE Milla JM Guarte VM Alao MAS Estoy	1	2	(1) Training on Statistical Forecasting Using Regression Analysis conducted in Sept. 26-29, 2017 with 25 participants; and (2) Training Course on Statistical Data Management and Analysis Using MS EXCEL 2013 and Report Writing conducted in Oct. 9-13, 2017 with 25 participants	5	5	5	5.00	
		PI.3 Number of IEC materials/technoguies developed/used									
		PI.4 Number of benificiaries served									
		Groups									
		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	

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		Peer reviewer	JM Guarte	1	2	JM Guarte reviewed the paper "Economic Mobility in Urban Southeast Asia: The Case of the Philippines and Indonesia;" submitted to TPS on Sept. 14, 2017	5	5	5	5.00	JM Guarte is the Asso. Editor of The Philippine Statistician the official publication of the Philippine Statistical Association, Inc.
		Resource Persons	NE Milla JM Guarte VM Alao MAS Estoy	1	4	NE Milla served as the resource person for the Training on Statistical Forecasting Using Regression Analysis conducted in Sept. 26-29, 2017; JM Guarte, VM Alao, and MAS Estoy served as resource persons for the Training Course on Statistical Data Management and Analysis Using MS EXCEL 2013 and Report Writing conducted in Oct. 9-13, 2017	5	5	5	5.00	
		Convenor/Organizer									
		Consultancy									
		Evaluator									

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		Judg/Panelist	NE Milla JM Guarte VM Alao	1	2	NE Milla served as panelist during the Eastern Visayas Basic Education Research Conference on Nov. 16-18, 2017; NE Milla, JM Guarte, and VM Alao served as judges in the 2nd Inter- High School Statistics Quiz Show	5	5	5	5.00	
		PI.6 Number of extension projects conducted									
		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	1	1	Training Course on Statistical Data Management and Analysis Using MS EXCEL 2013 and Report Writing conducted in Oct. 9-13, 2017	5	5	5	5.00	

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		Number of CHED Technical Committee (TC) for Statistics meetings/activities attended	JM Guarte	1	1	Attended the National Public Orientation on the BS Statisitics PSGs as panelist and VSU representative; held on Dec. 5, 2017 at the CHED Auditorium, CHED Central Office, Diliman, Quezon City.	5	5	5	5.00	
		Number of Regional Statistics Committee (RSC) meetings/activities attended	NE Milla	2	2	Attended the 3rd RSC Meeting on Sept. 8, 2017 and the 4th RSC Meeting on Dec. 21, 2017	5	5	5	5.00	
		Chairmanship/membership in University Committees	NE Milla	0	3	Committee on Admission Test Construction, Committee on Change of Grades, and Honors and Awards Committee	5	5	5	5.00	NE Milla serves as the chairperson of the Committee on Admission Test Construction and is a member of Committee on Change of Grades, and Honors and Awards Committee

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
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									
		PI.2 Number of faculty awarded with graduate studies/ scholarship/ assistantships who graduated within prescribed period									
MFO2.Faculty Recruitment/Hiring Services											
		PI.1 Number of faculty recruited/hired	PG Batidor DepStat Personnel Committee	1	1	PG Batidor was hired by the department as a regular faculty in August 2017	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 outstanding teaching performance 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 1st Semeter of SY 2017-2018	5	5	5	5.00	

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
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											
		PI.1 Number of units/sections supporte, supervised, monitored and coordinated.	DepStat Head	1	1	Department of Statistics is composed of seven (7) 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 December
		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	9		5	5	5	5.00	

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					Accomplishments	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		PI.5 Number of academic lecture/laboratory rooms maintained	DepStat Head and Admin. Aide	3	3	EB-203a, EB-203b, and EB-204; EB-203a houses the DepStat administrative office and the Statistical Computing Laboratory 1; EB203-b is Statistical Computing Laboratory 2; EB-204 is purely a classroom	5	5	5	5.00	FD Espina is incharge in maintaining the cleanliness of the three (3) rooms
		PI.6 Number of laboratory apparatus and office equipment maintained	DepStat Head and Admin. Aide	37	37	Complete Set Desktop PC=29; Printer=2; LCD Projector=4; AC unit=2;	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										194.7	
Average Rating										4.99	
Adjectival Rating										Outstanding	

Received by:

Calibrated by:

REMBERTO A. PATINDOL, Ph.D.

Date: _____

Date: _____

Recommending Approval:

BEATRIZ S. BELONIAS, Ph.D.
Vice Pres. for Instruction

Date: _____

Approved:

EDGARDO E. TULIN, Ph.D.
President

Date: _____