

**OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)**

I, BEATRIZ S. BELONIAS, Vice President for Instruction, 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 to December, 2017.

  
**EDGARDO E. TULIN**  
President

  
**BEATRIZ S. BELONIAS**  
VP for Instruction  
Date: \_\_\_\_\_

MFO No.	MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	Accom- plishment	Rating					Remark
						Quality	Efficiency	Timeliness	Average		
UMFO 1: Advanced Education Services											
OVPI MFO 1. Graduate Degree Program Management Services											
	PI 1: Number of graduate degree specializations offered and monitored		OVPI, OGS, College, Department	50	50	4	5	5	5	4.67	
	PI 2: Total FTE monitored		OVPI, OGS, College, Department	215	336.31	5	5	5	5	5.00	
	PI 3: Percentage increase in number of graduate students		OVPI, OGS, Department, Registrar	10%	13%	5	5	5	5	5.00	
	PI 4: Percentage increase in number of students who graduated within prescribed period		OVPI, OGS, Department, Registrar	20.00%	70.37%	5	5	5	5	5.00	
OVPI MFO 2. Graduate Student Management Services											
	PI 1: Number of graduate students awarded with scholarship/assistantship		OVPI, OGS, OPO, Department	63	113	5	5	5	5	5.00	
	PI 2: Percentage of graduate students awarded with scholarship/assistantship who graduated within prescribed period		OVPI, OGS, OPO, Department, Registrar	87%	96%	5	5	5	5	5.00	
	PI 3: Number of graduate students awarded with honors/distinction		OVPI, OGS, OPO, Department, Registrar	33	39	5	5	5	5	5.00	
UMFO 2. Higher Education Services											
OVPI MFO 1. Curriculum Program Management Services											
	PI 1: Total FTE monitored		OVPI, Department	250	312.5	5	5	5	5	5.00	
	PI 2: Number of new undergraduate curricular program compliant to CMO, approved and offered		OVPI, Department, University Curriculum Committee	NA							Waiting for the new CMO to be released by CHED



	PI 3: Number of existing curriculum proposal subjected to evaluation and compliant to CMO	OVPI, Department, University Curriculum Committee	1	1	5	5	5	5	5.00	
	PI 4: Percentage increase in number of undergraduate students enrolled	OVPI, Registrar, College, Department	6.00%	-18%	4	5	5	5	4.67	Due to non-acceptance of 1st and 2nd year students
	PI 5: Percentage increase in the number of undergraduate students who graduated within prescribed period	OVPI, Registrar, College, Department	12%	25%	5	5	5	5	5.00	
	PI 6: Percentage passing of students in licensure board examination	OVPI, Department, Registrar, URC	52%	70%	5	5	5	5	5.00	
<b>OVPI MFO 2. Student Management Services</b>										
	PI 1: Percentage increase of students enrolled in different degree programs	OVPI, Department, Registrar	10%	24%	4	5	5	5	4.67	Due to non-acceptance of 1st and 2nd year students
	PI 2: Number of students awarded with scholarship/fellowship/grants/assistantships	OVPI, Department, Registrar, USSO, Units	1000	2054	5	5	5	5	5.00	
	PI 4: Number of students availing of dormitory facilities	OVPI, USSO	1800	1800	5	5	5	5	5.00	
	PI 5: Number of undergraduate students awarded with honors/distinction	OVPI, Department, Registrar, USSO	NA							
<b>UMFO 5. Support to Operations (STO)</b>										
<b>OVPI MFO 1. Faculty Development Services</b>										
	PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted	OVPI, ODAHRD, SFAC, Department	40	101	5	5	5	5	5.00	
	PI 1.1: Number of faculty pursuing advanced research degree programs (MS) facilitated, monitored and assisted		45	58	5	5	5	5	5.00	
	PI 1.2 Number of faculty who finished advanced degree programs on time		5	8	5	5	5	5	5.00	
	PI 2: Number of faculty availing of scholarships		60	173	5	5	5	5	5.00	
	VSU Fellowship/Financial Assistance			41						
	National CHED			53						
	National DOST			69						
	International			10						
	PI 3: Number of faculty sent for trainings, seminars, Local		60	118	5	5	5	5	5.00	
	Regional			9						
	National			19						
	International			65						
	International			25						
<b>OVPI MFO 2. Faculty Recruitment/Hiring Services</b>										
	PI 1: Number of faculty recruited/hired aligned with ISO standards	OVPI, ODAHRD, APB, Department	25	33	5	5	5	5	5.00	
	PI 2: Number of appointments reviewed & recommended	OVPI, ODAHRD, APB, Department; 90 contracts (faculty on contracts & part timers) reviewed and acted	35	90	5	5	5	5	5.00	
<b>OVPI MFO 3. Faculty Evaluation Services</b>										



	PI 1: Percentage of faculty rated by students with at least very satisfactory rating	OVPI, Department, admin staff	70%	100%	5	5	5	5	5.00	
<b>OVPI MFO 4. Admission &amp; Registration Services</b>										
	PI 1: Number of graduating high school students who took the entrance scholarship exam resulting from information drive	OVPI, USSO	NA							
	PI 2: Number of students enrolled and validated within scheduled regular registration period	OVPI, USSO	2500	5029	5	5	5	5	5.00	
<b>OVPI MFO 5. Guidance and Counselling &amp; Support to Students Services</b>										
	PI 1: Number of guidance activities conducted	OVPI, USSO	9	16	5	5	5	5	5.00	
	PI 2: Number of students who have availed of guidance and counselling services	OVPI, USSO	1000	645	2	5	5	5	4.00	
	PI 3: Number of students awarded scholarship and grants and monitored	OVPI, USSO	1000	2054	5	5	5	5	5.00	
	PI 4: Number of best practices on students services implemented	OVPI, USSO	4	6	5	5	5	5	5.00	
<b>OVPI MFO 6. Library Services</b>										
	PI 1: Percentage increase in the number of resources acquired and made available to students, faculty, staff and researchers	OVPI, Univ Lib	95%	100%	5	5	5	5	5.00	
	PI 2: Percentage increase in the number of students, faculty, researchers and staff availing the Library resources and facilities	OVPI, Univ Lib	95%	99%	5	5	5	5	5.00	
	PI 3: Number of best Library practices introduced which increase demand to avail of Library services	OVPI, Univ Lib	6	8	5	5	5	5	5.00	
<b>OVPI MFO 7. Distance Education Services</b>										
	PI 1: Number of distance education curricular programs implemented	OVPI, OGS, OPO, Registrar, Department	4	5	5	5	5	5	5.00	
	PI 2: Percentage increase in the number of extramural students enrolled	OVPI, OGS, OPO, Registrar, Department	2%	-28%	5	4	5	4.67	Off-campus students shifted to on-campus scheme due to K to 12 scholarship	
	PI 3: Number of extramural students graduated within the prescribed period	OVPI, OGS, OPO, Registrar, Department	1	1	5	5	5	5.00	Ms. Lanuza	
<b>OVPI MFO 8. Program and Institutional Accreditation Services</b>										
	PI 1: Number of undergraduate degree programs which passed accreditation/evaluation at least Level 1	OVPI, QAC, OGS, Department	4	12	5	5	5	5.00		
	PI 1.1: Number of graduate degree programs which passed accreditation/evaluation at least Level 1	OVPI, QAC, OGS, Department	26	26	5	5	5	5.00		
	PI 1.1 Number of institutional accreditation conducted	OP, OVPI, OVPAF, QAC, Concerned units	1	1	5	5	5	5.00		
	PI 2: QMS on faculty recruitment, development & performance evaluation aligned with ISO standards	OVPI, QAC, ODAHRD	50%	100%	5	5	5	5.00		



PI 3: Degree program compliant with CHED	OVPI, QAC, College, Department	NA								Awaiting for the new CMO to be released by CHED in preparatio for the implementation of the K to 12 program
PI 4: Readiness to SUC levelling by CHED & DBM	OVPI, QAC, Department	NA								Already awarded Level III
<b>OVPI MFO 9. Development Broadcasting &amp; Communication Services</b>										
PI 1: Number of technical services rendered	OVPI, DYDC	75	455	5	5	5	5	5.00		
PI 2: Number of radio programs developed and aired	OVPI, DYDC	100	1400	5	5	5	5	5.00		
PI 3: Number of guests invited and interviewed on air	OVPI, DYDC	20	50	5	5	5	5	5.00		
PI 4: Number of beneficiaries/clientele served	OVPI, DYDC	20000	76870	5	5	5	5	5.00		
PI 5: Number of queries served on time	OVPI, DYDC	110	217	5	5	5	5	5.00		
PI 6: Number of student interns supervised	OVPI, DYDC	3	12	5	5	5	5	5.00		
<b>UMFO 6. General Administration and Support Services (GASS)</b>										
<b>OVPI MFO 1. Administrative and Facilitative Services</b>										
PI 1: Number of colleges, departments & support units supervised, monitored & coordinated	OVPI, College, Department	45	45	5	5	5	5	5.00		
PI 2: Number of management meetings conducted	OVPI, College, Department	40	54	5	5	5	5	5.00		
PI 3: Number of documents signed and approved	OVPI, College, Department	1000	3600	5	5	5	5	5.00		
PI 2: Number of university committees/ boards/council chaired & coordinated	OVPI, College, Department	6	7	5	5	5	5	5.00		
PI 3: Number of personnel policies reviewed and endorsed to UADCO & approved by BOR	OVPI, ODAHRD, PRPEO, College, Department	1	1	5	5	5	5	5.00		
PI 4: Number of academic related policies reviewed and endorsed to UADCO & approved by BOR	OVPI, College, Department	1	3	5	5	5	5	5.00		
PI 5: Number of frontline academic services monitored and ensured to be customer friendly & efficient and citizens charter posted conspicuously	OVPI, College, Department, Units	13	13	4	5	5	5	4.67		
PI 6: Percentage of new faculty recruited/hired using procedures aligned with ISO standards	OVPI, ODAHRD, PRPEO, APB, College, Department	90%	100%	5	5	5	5	5.00		
PI 7: Percentage of newly hired faculty oriented with university policies and procedures	OVPI, ODAHRD, PRPEO	NA							The orientation is already taken cared of by ODAHRD	
PI 8: Percentage of faculty evaluated by their students	OVPI, PRPEO, Department, Admin Staff	90%	100%	5	5	5	5	5.00		
PI 8: Percentage of IPCRs reviewed and acted	PMT, VPs and President	90%	100%	5	5	5	5	5.00		
<b>OVPI MFO 2. Frontline Services</b>										
PI 1: Efficient and customer-friendly frontline service	Zero percent complaint from clients served	0	0	5.0	5.0	5.0	5.0	5.00		
Best practices/new initiatives:										
Crafted the following proposals:										
Proposal to adopt New GE courses				5	5	5	5	5.00		

