INSTRUCTION: To facilitate formula-assisted consolidation, don't delete nor add rows & columns. Dean's Office will hide blank rows after consolidation. Don't delete cell formulas. Use provided blank rows for additional Performance Indicators. Leave target blank if PI is not applicable. Cells in yellow color (if present) need to be filled-up or checked for data accuracy.

Visayas State University
College of Education
DEPARTMENT OF TEACHER EDUCATION
Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, LIJUERA J. CUADRA, Head of the Department of Teacher Education, commits to deliver and agree to be rated on the attainment of the following achievements in accordance with the indicated measures for the period January to June 2017.

LIJUERA J. CUADRA
Head, DTE

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

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

Personnel

Personnel	Number	FTE/sem	FTE/Summer	FTE Total
Department Head	1	4.0	0.0	7.1
Faculty w/ Univ. Designated Position	2	2.5	0.0	20,57
Regular Faculty (Vac. & Sick Leaves)	3	8.0	0.0	27.7
Regular Faculty (Teacher's Leave)	7	18.0	0.0	165.9
Part time Faculty Members	9	Actual	Actual	267.1
Admin Staff Members	3	0.0	0.0	0.0

MFO No.	MFO Descrip-tion	Success/Performance Indicator (PI)	Units/Persons Responsible*	Target	Actual Accomplishment — % Accomplishment as of December 2016	Actual Accomplishment — Details of Accomplishmnt	Rating — Quality	Rating — Efficiency	Rating — Timeliness	Rating — Average	Remark
UMFO 1:	**Advanced Education Services**										
	MFO 1. Graduate Degree Program Management Services										
		PI1: Number of graduate degree specializations offered and monitored	Head, Faculty	4	100.00	4.00	5	4	4	4.33	
		PI2: Total FTE monitored	Head, Faculty								
		-with PhD		8	157.00	12.60	5	5	4	4.7	
		-with MS		0							
		P13: Percentage increase in number of graduate students	Head, Faculty	10%	100.00%	10.00%	4	4	3	3.7	

Indicator	Responsible								Remarks
PI4: Percentage increase in the number of students who graduated within prescribed period	Head, Faculty	20%	90.00%	18.00%	4	4	3	3.67	
MFO 2: Graduate Student Management Service									
PI1. Number of graduate students awarded with scholarship/assistantship	Head, Faculty	1	100.00	1.00	4	4	4	4.0	
PI2: Percentage of graduate students awarded with scholarship/assistantship who graduated within prescribed period	Head, Faculty	10%	150.00	0.15	4	4	4	4	
PI3: Number of graduate students awarded with honors/destinction	Head, Faculty	1	0.00	0.00	4	4	3.00	3.7	
UMFO 2 Higher Education Services									
MFO 1: Curriculum Program Management Services									
PI1: Total FTE monitored	Head, Faculty								
- with PhD		25	188.00%	47.10	5	5	4	4.67	
- with MS		25	365.00%	91.30	5	5	4	4.67	
-part timers				267.10	5	5	4	4.67	
PI2: Percentage increase of undergraduate students enrolled	Head, Faculty	10%	100.00%	10.00%	4	4	4	4	
-BEED		10%			4	4	4	4	
-BSED		10%	150%	15%	4	4	5	4.33	
PI3: Percentage increase in the number of undergraduate students who graduated within prescribed period	Head, Faculty	75%	120%	90%					
PI4: Percentage passing of students in the licensure board examination	Head, Faculty								
BSED		25%	218%	54.67%	5	5	5	4.67	March 2017 results
BEED		10.00%	192%	19.28%	5	4	5	4.67	March 2016 results

4.0

Indicator	Responsible	Target	Accomplishment	Actual				Average	Remarks
PI15: Number of degree programs compliant to CMO supervised and implemented	Head, Faculty	2	100	2	5	4	5	4.67	
PI16. Number of academe/industry linkage established									
*Local	Head, Faculty	1	100	1	4	5	4	4.33	Baybay City Div Office-DepEd
*National		1	0 NA						negotiation is underway but not sealed yet
PI17a: Number of student advised	Head, Faculty								
*Enrolment		500	109%	546	4	5	5	4.67	
*On field practice		40	800%	350	4	5	5	4.67	
PI17b: Number of student advised/Assisted	Head, Faculty								
Student related activities assisted		7	500	35	4	5	5	4.67	
Student organizations advised		3	566.67	17	4	5	5	4.67	
PI18: Number of instructional materials developed	Head, Faculty								
New syllabi		2	200	4	5	4	4	4.33	
Revised syllabi		4	200	8	5	4	4	4.33	
Revised lecture manual/handouts		5	100	5	5	4	4	4.33	
New lab. manual		1	100	1	5	4	4	4.33	
Revised Lab. Manual		1	100	1	5	4	4	4.33	
New Powerpoint lecture presentation (per course)		10	150	15	5	4	4	4.33	
PI19: Additional Outputs	Head, Faculty								
UMFO 3 Research Services								4.57	
PI1: Number of published papers									
In refereed int'l journals	Head, Faculty	0							
In refereed nat'l journals	Head, Faculty	0							
In institutional journals	Head, Faculty	0							
PI 2. Number of research outputs presented in									
-local	Head, Faculty	0							

Indicator		Value 1	Value 2	Value 3	Value 4	Value 5	Value 6	Value 7	Average
-national	Head, Faculty	0							
-interrnaional	Head, Faculty	0							
PI 3. Number of research projects conducted and/or	Head, Faculty	1	100%	1	4	5	4	4	4.33
PI 4. Number of research proposals submitted	Head, Faculty	2	100%	2	4	4	4	4	
PI 5. Percent of research proposals approved	Head, Faculty	50%	100	0%					
PI 6. Amount of research money generated from external funding (Thousand PHP)	Head, Faculty	0%		0%					
PI 7. Amount of research money generated from institutional funding (Thousand PHP)	Head, Faculty	50k		0%					
PI 8. Additional outputs									
No. of research-related awards (research conducted by faculty or student w/ faculty)	None								
MFO 4 EXtension Services									4.22
PI 1. Number of person-days trained weighted by length of training	Head, Faculty	20	125	25	4	4	4	4	
PI 2. Number of Instructional Materials developed/used	Head, Faculty	5	100	5	4	4	4	4	
PI 3. Number of beneficiaries served	Head, Faculty								
Groups		1	100	2	4	4	4	4	
Individuals		30	300	90	4	5	5	4.33	
PI 4. Number of extension projects conducted and/or	Head, Faculty	0							
PI 5. Number of extension proposals submitted	NA								
PI 6. Percent of extension proposals approved	NA								
PI 7. Amount of extension money generated from external funding (Thousand PHP)	NA								
PI 8. Amount of extension money generated from institutional funding (Thousand PHP)	Head, Faculty	25k							
PI19: Additional Outputs									

Performance Indicator	Conducted by	Target		Actual	Q	E	T	Rating
No. of extension-related awards (extn. conducted by faculty or student & faculty)	NA							4.08
UMFO 5 — Support to Operations								
MFO 1: Faculty Development Services								
PI1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted	Head, Faculty	4	100	4	5	4	5	4.67
PI 2. *Number of in-house seminars/trainings/ workshops/reviews conducted*	Head, Faculty	1	100	2	4	4	5	4.33
PI 3. Additional outputs								
MFO 2: Faculty Recruitment/Hiring Services								
Number of faculty/staff awards/honors received related to operations support	Head, Faculty	1						
PI1: Number of faculty recruited/hired aligned with ISO standards	Head, Faculty	6	150	9	5	4	5	4.67
MFO 3: Faculty Evaluation Services								
PI1: Percentage of faculty rated by students with at least VS rating in 50% of the subjects evaluated	Head, Faculty	50%	180	90%	5	4	5	4.67
MFO 4: Admission and Registration Services								
PI: Number of graduating high school students who took the exam resulting from information drive	NA	5	200	10	4	5	4	4.33
MFO 5: Program and Institutional Accreditation Services								
PI1: Number of degree program which passed	Head, faculty	2	100	2	5	4	5	4.67
PI2: Degree program compliant with CHED	Head, faculty and staff	2	**100**	**2**	**5**	**4**	**5**	4.67
PI3: Readiness to SUC levelling by CHED and DBM	Head, faculty	50	100	50%	4	5	4	4.33
UMFO 6 — General Addministration and Support Services								
PI 1. Number of departments and/or service units supervised and monitored	NA	35						4.54

Performance Indicator		Target	Accomplishment					Rating
PI 2. No. of management meetings conducted	Head	5	120%	6	4	5	5	4.33
PI 3. Number of documents attended and served	Head	250		400	4	5	5	4.67
PI 4. Number of academic lecture/laboratory rooms maintained	Head, staff	10	160%		4	5	5	4.67
PI 5. Number of heavy equipment maintained	NA		100	10	4	5	5	4.33
PI 6. Area of lawn maintained (sq.m, approx.)	Head, staff	800	100	800	4	5	5	4.67
PI 7. Number of office and laboratory equipment purchased	Head, staff	3		4	5	5		4.67
PI 8. Zero percent complaint from clients served	Head, staff	0	166.67	5	5	4	5	4.67
PI 9. Additional Outputs	Head, staff							
Total Over-all Rating								4.53
								25.94
Average Rating								4.32
Adjectival Rating								

Calibrated by:

REMBERTO A. PATINDOL
Chairman, PMT
Date: _____

Received by:

Planning Officer
Date: _____

Recommending Approval:

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

Approved:

EDGARDO E. TULIN
President
Date: _____