



VISAYAS
STATE UNIVERSITY



COLLEGE OF ARTS AND SCIENCES
VISAYAS STATE UNIVERSITY

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)(CAS)

I, **Ma. Theresa P. Loreto**, Dean of the College of Arts and Sciences, commits to deliver and agrees to be rated on the attainment of the following **accomplishments** in accordance with the indicated measures for the period **January - June 2023**

MA. THERESA P. LORETO

College Dean

Date: July 14, 2023

BEATRIZ S. BELONIAS

Vice President for Acad. Affairs

Date: JUL 14 2023



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

Personnel	Target	Actual
DoPAC	302	286
DBS	205	1,159
Biotech	63	70
DepStat	134	208
DMath	450	269
DPhys	274	134
DLABS	943	1,622
TOTAL:	2,371.0	3,749.1

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

Note: * On vacation-sick-leave status. Ratio of Instruction and RDE commitments should be determined based on FTE of 18 units

** On Teacher's Leave status. Minimum FTE required is 18 units

*** Professors and Associate Professors are required to commit RDE outputs (Please Performance Indicators under Research (**UMFO 3**) and extension (**UMFO 4**))

MFO No.			Success/Performance Indicator (PI)		Units/Persons Responsible	Consolidated Targets of all acad. departments*	Actual Accomplishments		Rating				Remark (Details of the targetted output indicators with **)	% weight
							% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
MFO 1	ADVANCED EDUCATION SERVICES (20%)													
	OVPI MFO 1. Graduate Degree Program Management Services													
	PI 1.	Percentage of graduate school faculty engaged in research work applied in any of the following:				0	100%	3	5.0	5.0	5.0	5.0		4%
		a. pursuing advanced research degree program (Ph.D)				College Dean & Dept. Heads	0							

		actively pursuing in the last three (3) years b. (investigative research, basic and applied scientific research, policy research social science research)	College Dean & Dept. Heads	14	136%	19	5.0	5.0	5.0	5.0		
		c. producing technologies for commercialization or livelihood improvement	College Dean & Dept. Heads	0								
		d. whose research resulted in an extension program	College Dean & Dept. Heads	0								
OVPI MFO 2. Graduate Student Management Services				0								
	PI 1:	Percentage of graduate students enrolled in research degree programs *	Dept. Head & Faculty	0								2%
	PI 2:	Percentage of accredited graduate programs *	Faculty	0								2%
	PI 3:	Number of graduate degree specializations offered and monitored *	Dept. Head & Faculty	2	250%	5	5.0	5.0	5.0	5.0		2%
	PI 4:	Total FTE coordinated, implemented & monitored*	Dept. Head & Faculty	16.0	180%	28.8	5.0	5.0	5.0	5.0		2%
	PI 5:	Percentage increase in number of graduate students enrolled *	Dept. Head & Faculty	10%	50%	5%	5.0	5.0	4.0	4.7		2%
	PI 6:	Percentage increase in number of students who graduated within prescribed period *	Dept. Head & Faculty	10%	50%	5%	4.0	5.0	5.0	4.7		2%
	PI 7:	Number of graduate students awarded with honors/distinction *	Dept. Head & Faculty	0								2%
	PI 7-a:	Number of graduate students awarded with scholarship/assistantship *	Dept. Head & Faculty	1	200%	2	5.0	5.0	5.0	5.0		2%
	PI 8:	Number of graduate students advised *	Faculty	5	400%	20	5.0	5.0	5.0	5.0		2%
	PI 9:	Number of instructional materials developed *	Faculty	0								
		On-line ready courseware		5	100%	5	5.0	5.0	5.0	5.0		
		Flexible instructional materials		5	1040%	52	5.0	5.0	5.0	5.0		
		Assessment tools		13	715%	93	5.0	5.0	5.0	5.0		
		Syllabus		10	130%	13	5.0	5.0	5.0	5.0		
	PI 10:	Number of virtual classrooms created and operationalized		6	100%	6	5.0	5.0	5.0	5.0		
	PI 11:	Additional Outputs		0								
		Number of PhD dissertation proposals reviewed mfor appropriateness of the statistical design		2	150%	3	5.0	5.0	5.0	5.0		
MFO 2 HIGHER EDUCATION SERVICES (50%)				0								
	PI 1:	Percentage of first time licensure exam takers that pass the licensure exams *	Dept. Head & Faculty	0								7.5%

	PI 2:	Percentage of graduates (2 years prior) that are employed *	Dept. Head & Faculty	45%	150%	67%	5.0	5.0	5.0	5.0		2.5%
	PI 3:	Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *	Dept. Head & Faculty	83%	112%	93%	5.0	5.0	5.0	5.0		2.5%
	PI 3-a:	Number of undergraduate curricular program complaint to CMO approved and offered	Dept. Head & Faculty	2	100%	2	5.0	5.0	5.0	5.0		
	PI 3-b:	Number of graduates in mandated programs graduated within prescribed period	Dept. Head & Faculty	30	133%	40	5.0	5.0	5.0	5.0		
	PI 4:	Percentage of undergraduate programs with accreditations *	Dept. Head & Faculty	51%	196%	100%	5.0	5.0	5.0	5.0		2.5%
	PI 5:	Total FTE, coordinated, implemented and monitored *	Dept. Head & Faculty	2355	158%	3,720.2	5.0	5.0	5.0	5.0		20%
*		Number of grade sheets submitted within prescribed period		17	176%	30	5.0	5.0	5.0	5.0		
*		Number of INC forms with grade submitted within prescribed period		9	300%	27	5.0	5.0	5.0	5.0		
*		Number of trainings attended related to instruction		4	75%	3	5.0	5.0	4.0	4.7		
*		Number of long examinations administered and checked		62	102%	63	5.0	5.0	5.0	5.0		
*		Number of quizzes administered and checked		48	94%	45	5.0	4.0	5.0	4.7		
*		Number of lab reports and problems sets checked		67	119%	80	5.0	5.0	5.0	5.0		
	PI 7:	Percentage of graduates (2 years prior) who are employed and/ pursuing graduate studies	Dept. Head & Faculty	50%								
*		Percentage increase in number of undergraduate students who graduated within prescribed period	Dept. Head & Faculty	50%	196%	98%	5.0	5.0	5.0	5.0		
*		Percentage increase in number of undergraduate students enrolled	Dept. Head & Faculty	10%	30%	3%	4.0	4.0	5.0	4.3		
*		Number of academe/industry linkage established	Dept. Head & Faculty	1								
	PI 8:	Number of students advised: *	Faculty		100%	43	5.0	5.0	5.0	5.0		
		<i>On thesis/ field practice/special problem</i>	Faculty	101	198%	200	5.0	5.0	5.0	5.0		1%
		<i>No. of approved manuscript submitted within prescribed period</i>	Dept. Head & Faculty	75	73%	55	5.0	5.0	4.0	4.7		1%
		<i>On consultation</i>	All Faculty Members	590	445%	2,625	5.0	5.0	5.0	5.0		0.5%
		<i>On immersion</i>		0								

PI 9:	Number of student organizations advised/ assisted *	Dept. Head & Faculty	0									
	Student organizations advised	Faculty	12	150%	18	5.0	5.0	5.0	5.0			1.25%
	Student organizations assisted on student related activities	Dept. Head & Faculty	8	288%	23	5.0	5.0	5.0	5.0			1.25%
PI 9-a:	Number of instructional materials developed *	Dept. Head & Faculty	0									10%
	On-line ready courseware	Dept. Head & Faculty	40	55%	22	4.0	5.0	5.0	4.7			
	Flexible instructional materials	Dept. Head & Faculty	60	413%	248	5.0	5.0	5.0	5.0			
	Assessment tools	Dept. Head & Faculty	144	860%	1,238	5.0	5.0	5.0	5.0			
	Supplemental learning resources	Dept. Head & Faculty	22	82%	18	5.0	4.0	5.0	4.7			
	Number of industry linkages established	Dept. Head & Faculty	1	500%	5	5.0	5.0	5.0	5.0			
PI 10:	Number of virtual classrooms created and operationalized	Dept. Head & Faculty	93	96%	89	4.0	5.0	5.0	4.7			
PI 11:	Additional Outputs	Dept. Head & Faculty	0									
	Department policy for timely submission of IM related documents (i.e., syllabus, TOS, etc.)	Dept. Head & Faculty	3									
	Number of OBE course syllabi prepared and approved for use	Dept. Head & Faculty	32	388%	124	5.0	5.0	5.0	5.0			
	No. of TOS prepared and approved	Faculty	36	653%	235	5.0	5.0	5.0	5.0			
*	No. of completion forms for INC submitted within the prescribed period	Dept. Head & Faculty	15	2733%	410	5.0	5.0	5.0	5.0			
	Number of trainings attended related to instruction	Dept. Head & Faculty	8	213%	17	5.0	5.0	5.0	5.0			
	Agency/firm/Coordinates with potential firms and maintains	Dept. Head & Faculty	1	100%	1	5.0	5.0	5.0	5.0			
	number of proposal on training/guidelines/policies; updated Laboratory Safety Manual prepared			100%	2	5.0	5.0	5.0	5.0			
	Number of in-house trainings conducted			100%	2	5.0	5.0	5.0	5.0			
	Awards received related to instruction			100%	1	5.0	5.0	5.0	5.0			
	Number of solutions/glasswares prepared/day/lab			100%	20	5.0	5.0	5.0	5.0			
	No. of faculty & students assisted for their glassware & equipment for thesis			100%	50	5.0	5.0	5.0	5.0			
	No. of glassware and chemicals reagents prepared			100%	200	5.0	5.0	5.0	5.0			
	number of advised and checked thesis outline/manuscript of BS Chemistry students			100%	72	5.0	5.0	5.0	5.0			

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	PI 7:	Number of publication in peer-reviewed journals			1								
	PI 10:	Amount of research money generated from institutional funding (thousand PhP)			10,000	0%							
MFO 4	EXTENSION SERVICES (10%)				0								
	PI 1:	Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities *			5	100%	5	5.0	5.0	5.0	5.0		2.0%
	PI 2:	Number of trainees weighted by the length of training *			5	0%							2%
*		Number of person-days trained weighted by length of training			10	0%							2%
*		Number of trainings conducted			1	0%							2%
*		Number of beneficiaries served:			0								2%
*		Groups			1	100%	1	5.0	5.0	5.0	5.0		2%
*		Individuals			10	0%							2%
	PI 3:	Number of extension programs organized and supported consistent with the SUC's mandated and priority programs *			1	300%	3	5.0	5.0	5.0	5.0		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*			50%	180%	90%	5.0	5.0	5.0	5.0		1%
	PI 5:	Number of technical/expert services *	Faculty		0	100%	4	5.0	5.0	5.0	5.0		1%
		Research Mentoring			1	300%	3	5.0	5.0	5.0	5.0		
		Peer reviewers/Panelists			1	700%	7	5.0	5.0	5.0	5.0		
		Resource Persons			3	400%	12	5.0	5.0	5.0	5.0		
		Convenor/Organizer			2	0%							
		Consultancy			4	275%	11	5.0	5.0	5.0	5.0		
		Evaluator			2	250%	5	5.0	5.0	5.0	5.0		
	PI 6:	Number of Extension projects conducted			1	200%	2	5.0	5.0	5.0	5.0		
*	PI 7:	Number of Extension proposals submitted			1	100%	1	5.0	5.0	5.0	5.0		
*	PI 7-a:	Number of Extension proposals approved			1	0%							
	PI 8:	Percent of extension proposals approved *			100%	0%							0.5%
	PI 9:	Amount of extension money generated from institutional funding (Thousand PhP)			10,000	2560%	256,000	5.0	5.0	5.0	5.0		0.5%
	PI 11:	Additional outputs *	Faculty		0								

		No. of extension-related awards (extrn. conducted by faculty or student & faculty) *		0								1.5%
		No. of extension proposal submitted for approval and funding		2	0%	-						
MFO 5 SUPPORT TO OPERATIONS				0								
OVPI MFO 1. Faculty Development Services				0								
	PI 1:	Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted *	Dept. Head & Faculty	15	167%	25	5.0	5.0	5.0	5.0		0.625%
OVPI MFO 2. Faculty Recruitment/Hiring Services				0								
	PI 2:	Number of faculty recruited/hired based on needed competencies and aligned with ISO standards *	Head and DPC	29	86%	25	5.0	5.0	4.0	4.7		0.125%
OVPI MFO 3. Faculty Evaluation Services				0								
	PI 3:	Number of seminars/trainings/ conventions/workshops coordinated for entire university *		1	0%							0.25%
	PI 4:	Number of seminars/trainings/ conventions/workshops coordinated outside of the university *		1	0%							0.25%
	PI 5:	Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated *	Dept. Head & Faculty	71%	140%	100%	5.0	5.0	5.0	5.0		0.75%
	PI 6:	Number of in-house seminars/trainings/ workshops/reviews conducted *		5	60%	3	4.0	5.0	5.0	4.7		0.25%
	PI 7:	Additional outputs *		0								
		Number of faculty/staff awards/monors received related to operations support		0								0.25%
		Number of seminars/webinars attended		4	75%	3	5.0	5.0	4.0	4.7		
OVPI MFO 4. Program and Institutional Accreditation Services				0								
	PI 1:	Number of degree programs which passed accreditation/evaluation at least level 1		1	0%							
	PI 2:	Degree Program Complaint with CHED Requirements		2	50%	1	5.0	4.0	5.0	4.7		
	PI 3:	QMS on faculty recruitment, development and performance evaluation aligned with ISO standards		1	0%							
	PI 4:	Number of activities organized/attended/assisted/participated/facilitated		2	0%							

	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*		Dept. Head & Faculty	Complied	100%	Complied/Zero Non-conformity	5.0	5.0	5.0	5.0		2.50%
MFO 6	GENERAL ADMINISTRATIVE AND SUPPORT SERVICES												
	PI 1.	Submission of College/Department PPMP for the following year within deadline as prescribed by BAC*		Dept. Head	on time submission	100%	on time submission	5.0	5.0	5.0	5.0		1%
	PI 2.	Zero percent complaint from clients served		Dept. Head & all faculty & staff	0% complaint	100%	0% complaint	5.0	5.0	5.0	5.0		2%
	PI 3.	Number of coaching sessions among faculty & staff**		Dean and Dept. Heads	12	117%	14	5.0	5.0	5.0	5.0		
	PI 4.	Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**		Dean and Dept. Heads	9	278%	25	5.0	5.0	5.0	5.0		
	PI 5.	Number of monthly/special faculty & staff meetings conducted**		Dean and Dept. Heads	49	116%	57	5.0	5.0	5.0	5.0		
	PI 6.	Number of class observations conducted			30	157%	47	5.0	5.0	5.0	5.0		
	PI 7:	Additional Outputs			0								
		Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies *		Deans & Dept. Heads	1	100%	1.0	5.0	5.0	5.0	5.0		2%
		Number of memoranda and other documents served on time				100%	35.0	5.0	5.0	5.0	5.0		
		No. of Government forms facilitated, submitted on time				100%	30.0	5.0	5.0	5.0	5.0		
		Percentage of offices maintained and cleaned				100%	95%	5.0	5.0	5.0	5.0		
		Percentage of lecture rooms maintained				100%	5%	5.0	5.0	5.0	5.0		
		Percentage of Laboratory rooms maintained				100%	100%	5.0	5.0	5.0	5.0		
		Number of surroundings maintained				100%	1	5.0	5.0	5.0	5.0		
		Number of CRs maintained				100%	6	5.0	5.0	5.0	5.0		
		Number of times DoPAC surroundings mowed				100%	7	5.0	5.0	5.0	5.0		
		Number of emergency assistance provided				100%	10	5.0	5.0	5.0	5.0		
		Number of inventory conducted				100%	1	5.0	5.0	5.0	5.0		
		Number of faculty/staff intertained for signing of clearance											
	PI 14:	Response to NCs and CARs issuances			1	100%	1	5.0	5.0	5.0	5.0		

		Percentage of NCs received and acted	Deans & Dept. Heads	100%	0%	-						2%
		Percentage of CARs received and acted	Deans & Dept. Heads	0	100%	100%	5.0	5.0	5.0	5.0		2%
		Number of request/recommendation/invitation letters submitted	Deans & Dept. Heads	2	5950%	119.0	5.0	5.0	5.0	5.0		2%
		Number of job request submitted	Deans & Dept. Heads	2	900%	18.0	5.0	5.0	5.0	5.0		2%
							539.00					
Total Over-all Rating							4.945					
Average Rating							OUTSTANDING					
Adjectival Rating												

Received by:

tmd
TONI MARC L. DARGANTES

Planning Office

Date: JUL 14 2023

Calibrated by:

[Signature]
DANIEL LESLIE S. TAN

Chairman, PMT

Date: JUL 14 2023

Approved:

[Signature]
EDGARDO E. TULIN

President

Date: JUL 19, 2023

- * The College target should be equal to the consolidated target of the departments under the College.
- ** To indicate in the remarks column the details of the targetted outputs for easy review and calibration.
- *** No percentage weight for ranking purposes since the Office of the Dean is automatically attached to the highest ranking department under him.