Visayas State University
INSTRUCTION
Department of Agronomy
Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)
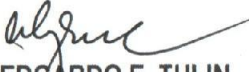
I, BERTA C. RATILLA, Head of the Department of Agronomy, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January to June, 2019.

BERTA C. RATILLA
Head, DA
Date: July 23, 2019

REMBERTO A. PATINDOL
Chairman, PMT

Approved:

VICTOR B. ASIO
Dean, College of Agriculture & Food Science
Date: _____

EDGARDO E. TULIN
President

MFO No.	MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target (Jan-June 2018)	Actual Accomplishment	Rating				Remark
						Quality	Efficiency	Timeliness	Average	
OVPI MFO 1. Graduate Degree Program Management Services										
	PI 1: Number of graduate degree specializations offered and		DA Faculty	2	2	5	4.9	5	4.97	
	PI 2: Total FTE monitored		DA Faculty	8	20.32	5	5	5	5.00	
	PI 3: Percentage increase in number of graduate students enrolled		DA Faculty	25%	50%	4.9	4.9	5	4.93	
	PI 4: Percentage increase in number of students who graduated within prescribed period		DA Faculty	25%	67%	5	5	5	5.00	
	PI 5: Number of graduate programs approved but under CHED moratorium		DA Faculty	1	1	5	5	5	5.00	
OVPI MFO 2. Graduate Student Management Services										

PI 1: Number of graduate students awarded with scholarship/ assistantship	DA Faculty	1	2	5	4.9	5	4.97
PI 2: Percentage of graduate students awarded with scholarship/assistantship who graduated within prescribed period	DA Faculty	20%	76%	5	5	5	5.00
PI 3: Number of graduate students awarded with honors/distinction	DA Faculty	1	3	5	5	5	5.00
UMFO 2. Higher Education Services							
OVPI MFO 1. Curriculum Program Management Services							
PI 1: Total FTE monitored	DA Faculty	100	162.8	5	5	5	5.00
PI 2: Number of undergraduate curricular program subjected to accreditation to AACCUP	DA Faculty	1	1	5	5	5	5.00
PI 3: Number of new undergraduate curricular program compliant to CMO, approved and offered	DA Faculty	1	1	5	5	5	5.00
PI 4: Percentage increase in number of undergraduate students enrolled	DA Faculty	16%	27%	5	5	5	5.00
PI 5: Percentage increase in the number of undergraduate students who graduated within prescribed period	DA Faculty	20%	35%	5	5	4.9	4.97
PI 6: Number of course OBE syllabi prepared	DA faculty	6	9	5	5	4.9	4.97
OVPI MFO 2. Student Management Services							
PI 1: Percentage increase of students enrolled in degree program	DA Faculty	15	50%	5	5	5	5.00
PI 2: Number of students awarded with scholarship/fellowship/grants /assistantships	DA Faculty	2	5	5	5	5	5.00
PI 3: Number of graduates gainfully employed in jobs related to their undergraduate programs	DA Faculty	2	3	5	4.9	4.9	4.93
PI 4: Percentage passing to licensure exam	DA Faculty	60.5	80	5	5	4.9	4.97

UMFO 3. Research Services								
P11. Number of published papers in internationally indexed journals								
In refereed int'l journals	DA Faculty	1	1	4.9	5	5	4.97	
In refereed nat'l journals	DA Faculty							
In institutional journals	DA Faculty							
PI2. Number of Research Outputs presented in regional/national/int'l fora/conferences		1	1	4.9	5	5	4.97	
In national fora/conferences	DA Faculty						0.00	
In regional fora/conferences							0.00	
In intitutional fora/conferences	DA Faculty						0.00	
PI 3. Number of research projects conducted and /or completed on schedule	DA Faculty	1	1	4.9	5	4.9	4.93	
PI 4. Number of research proposals submitted	DA Faculty						0.00	
PI5. Percent of research proposals approved	DA Faculty						0.00	
PI6. Amount of research money generated from external funding (Thousand pesos)	DA Faculty	200,000.00	400,000.00	5	5	5	5.00	
PI7. Amount of research money generated from institutional funding (Thousand Pesos)	DA Faculty	300,000.00	464,000.00	5	4.9	5	4.97	
UMFO 4. Extension Services								
PI 1. Number of person-days trained weighted by length of training	DA Faculty						0.00	
PI 2. Number of IEC materials/ technoguides developed/used	DA Faculty						0.00	
PI 3. Number of beneficiaries served	DA Faculty							
Groups	DA Faculty						0.00	

Indicator								
Individuals	DA Faculty						0.00	
PI 4. Number of extension projects conducted and/or completed on schedule	DA Faculty						0.00	
PI 5. Number of extension proposals submitted	DA Faculty	1	1	5	5	4.9	4.97	
PI 6. Percent of extension proposals approved	DA Faculty	1%	100%	5	4.9	5	4.97	
PI 7. Amount of extension money generated from external funding (Thousand PHP)	DA Faculty						0.00	
PI 8. Amount of extension money generated from institutional funding (Thousand PHP)	DA Faculty	100,000.00	130,000.00	5	5	4.9	4.97	
PI 9. Additional outputs	DA Faculty						0.00	
PI10. No. of extension-related awards (extn. conducted by faculty or studnt & faculty)	DA Faculty						0.00	
OVPI MFO 7. Distance Education Services								
PI 1: Number of distance education curricular programs implemented	DA Faculty	1	1	5	5	5	5.00	
PI 2: Percentage increase in the number of extramural students enrolled	DA Faculty	20%	30%	5	5	4.9	4.97	
OVPI MFO 8. Program and Institutional Accreditation Services								
PI 1: Number of degree programs which passed accreditation/evaluation at least Level 1	DA Faculty	1	1	5	5	5	5.00	
PI 3: Degree program compliant with CHED	DA Faculty	1	1	5	5	5	5.00	
PI 4: Readiness to SUC levelling by CHED & DBM	DA Faculty							
UMFO 6. General Administration and Support Services (GASS)								
OVPI MFO 1. Administrative and Facilitative Services								
PI 1: Number of colleges, departments & support units supervised, monitored & coordinated	DA Faculty							

PI 2: Number of frontline academic services monitored & coordinated	DA Faculty						
PI 3: Number of new faculty requested to be hired using standard procedures of the university	Recommended for approval to Univ president	1	1	5	5	5	5.00
PI 4: Number of faculty recommended for graduate studies	Recommended for approval to Univ president	1	1	4.9	5	5	4.97
PI 5: Number of management meetings conducted	DA Faculty	4	6	4.9	4.9	4.9	4.90
PI 6: Number of documents signed and approved/month	DA Faculty	15	20	5	5	5	5.00
PI 7: Number of university committees/ boards/council chaired	DA Faculty						
PI 8: Number of personnel policies reviewed and endorsed to	DA Faculty						
PI 9: Number of academic related policies reviewed and	DA Faculty						
PI10: Number of frontline academic services monitored and	DA Faculty	1	1	4.9	5	4.9	4.93
OVPI MFO 2. Frontline Services							
PI 1. Efficient and customer-frienly frontline service	DA Support Staff	Zero percent complaint from clients served		5.0	5.0	4.9	4.97
Best practices/new initiatives	Subsidized student/JO contribution during parties			4.9	4.9	5	4.9
	Recycling of used papers			5	5	5	5.0
Total Over-all Rating				189.20	189.20	188.90	189.10
Average Rating				4.98	4.98	4.97	4.98
Adjectival Rating							

Received by:

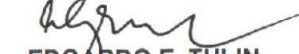**DILBERTO O. FERRAREN**
Planning Officer
Date: _____

Calibrated by:

REMBERTO A. PATINDOL
Chairman, PMT
Date: _____

Recommending Approval:

BEATRIZ S. BELONIAS
Vice President, Instruction
Date: _____

Approved:

EDGARDO E. TULIN
President
Date: _____