



OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, MA. THERESA P. LORETO, Head of the Department of Biotechnology, 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 - June ~~December~~ 2020.

*mtplnreto*  
MA. THERESA P. LORETO  
Department Head

Date: 09-30-20

*Calibo*  
CANDELARIO L. CALIBO  
College Dean

Date: 10-07-20



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

Personnel	Number	Min. FTE (2)	Total FTE (1x2)	RDE Commitments***		
				Research	Publication	Extension
Department Head	1	4	4.0	0.0	0	0
Faculty w/ Univ. Designated Position	-		0.0	0.0	0	0
Regular Faculty (VSL)*	-		0.0	0.0	0	0
Regular Faculty (TLS)*	1	18	18.0	0.0	1	0
Part time Faculty	-		0.0	0.0	0	0
Admin Staff Members	-		0.0			
<b>TOTAL</b>			<b>22.0</b>	<b>0.0</b>	<b>1</b>	<b>0</b>

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 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	Department Target	Actual Accomplishments		Rating				Remark (Details of the targetted output indicators with **)	% weight
				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
MFO 2	HIGHER EDUCATION SERVICES (50%)										
	PI 2. Percentage of graduates (2 years prior) that are employed *	Dept. Head & Faculty	82%	85%	70%	5	5	4	4.67	Year 2018 graduates (7 employed/10 graduates)	2.5%
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *	Dept. Head & Faculty	0.5% (36-no. of BS Biotech/ 6525- total no. of undergraduate students)	100%	0.5%	5	5	5	5.00	(36-no. of BS Biotech/ 6525-total no. of undergraduate students)	2.5%

	PI 4: Percentage of undergraduate programs with accreditations *	Dept. Head & Faculty	100%	100%	1/1	5	5	5	5.00	BS in Biotechnology	2.5%
	PI 5: Total FTE, coordinated, implemented and monitored *	Dept. Head & Faculty	6.35	100%	6.35	5	5	5	5.00	MTP Loreto, LFM Gabunada	20%
	PI 9: Number of student organizations advised/ assisted *	Dept. Head & Faculty									
	Student organizations advised		1	100%	1	5	5	5	5.00	VSU Biotechnological Society	1.25%
	Student organizations assisted on student related activities		1	100%	1	5	5	5	5.00	VSU Biotechnological Society	1.25%
	PI 10: Number of instructional materials developed *	Dept. Head & Faculty								MTP Loreto - Chem 138 Instructional module LFM Gabunda - Btec 22 Instructional module	10%
	On-line ready courseware	Dept. Head & Faculty	2	100%	2	5	5	5	5.00	Btec 21, Btec 22	
	Flexible instructional materials	Dept. Head & Faculty	2	100%	2	5	5	5	5.00	Btec 21, Btec 22	
	Assessment tools	Dept. Head & Faculty	2	100%	2	5	5	5	5.00	Btec 21, Btec 22	
	PI 10: Number of virtual classrooms created and operationalized	Dept. Head & Faculty	2							To be accomplished in July-December 2020	
	PI 11: Additional Outputs Number of industry linkages established	Dept. Head	1	100%	1	5	5	5	5.00	DA-Biotech	
MFO 3	RESEARCH SERVICES (10%)										
	PI 6: Additional outputs* Number of paper submitted for publication in internationally indexed journals	Faculty	1							To be accomplished in July-December 2020	
MFO 5	Support to Operations										
	OVPI MFO 1. Faculty Development Services										
	PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted *	Dept. Head & Faculty	3	100%	3	5	5	5	5.00	MB Galambao, EKCB Tulin, DCQ Ramos	0.625%
	OVPI MFO 3. Faculty Evaluation Services										
	PI 5: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated *	Dept. Head & Faculty	50%	100%	2/2	5	5	5	5.00	MTP Loreto, LFM Gabunada	0.75%
MFO 6	General Admin. & Support Services (GASS)										
	PI 1. Submission of Department PPMP for the following year within deadline as prescribed by BAC*	Dept. Head	1	100%	1/1	5	5	5	5.00	GF-MOOE	1%
	PI 2. Zero percent complaint from clients served	Dept. Head & all faculty & staff	0%	100%	0%	5	5	5	5.00	No complaint	2%



PI 3. Number of coaching sessions among faculty & staff**	Dept. Head	2							To be accomplished in July-December 2020
PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**	Dept. Head	2	100%	2	5	5	5	5.00	Tracking and Monitoring of targets conducted
PI 5. Number of monthly/special faculty & staff meetings conducted**	Dept. Head	2	50%	1	5	5	5	5.00	Whole target is to be accomplished in July-December 2020
Total Over-all Rating					79.67				
Average Rating					4.98				
Adjectival Rating					Outstanding				

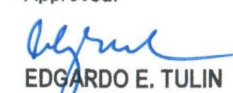
Received by:

Calibrated by:

Recommending Approval:

Approved:



DILBERT O. FERRAREN, PhD  
Vice President for Planning, Resource Generation and External Affairs

Chairman, PMT

Vice Pres. for Instruction

University President

Date: 10-8-20

Date: 10-08-20

Date: 10-09-20

- \* To indicate in the remarks column the details of the targetted outputs for easy review and calibration.
- \*\* No percentage weight for ranking purposes since these are activities only expected to be performed at the department level