



Visayas State University
Department of Agricultural Education and Extension
College of Agriculture and Food Science
Visca, Baybay City, 6521-A, Leyte, Philippines

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, **HENRY Y. GOLTIANO**, Head of the Department of Agricultural Education and Extension, 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.

HENRY Y. GOLTIANO

Department Head

Date: _____

Noted by:

VICTOR B. ASIO

College Dean, CAFS

Date: _____

Recommending Approval:

BEATRIZ S. BELONIAS

VP for Instruction

Date: _____

06 AUG 2019

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

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

RDE Commitments***

<i>Personnel</i>	<i>Number (1)</i>	<i>Min. FTE (2)</i>	<i>Total FTE</i>	<i>Research</i>	<i>Publication</i>	<i>Extension</i>
Department Head	1	4	0	1	1	1
Faculty w/ Univ. Designated Position	1	2.5	0	1	1	1
Regular Faculty (VSL)*	3	12	0	0	0	1
Regular Faculty (TLS)*	0	0	0	0	0	0
TOTAL:			0	2	2	3

Rating
Equivalents:
5 - Outstanding
4 - Very
Satisfactory

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.	MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	Actual Accomplishments	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	DAEEEx Faculty	5	5	5	5	5	5.00	MAg.Dev. : • Ag Ex , • Ag Ed MS: • Ag Ex , • Ag Ed PhD:• Ag Ed
	PI 2: Total FTE monitored	DAEEEx Faculty	15.25	20.41	5	5	5	5.00	HYG,FTB,MCB,KYT,RBG
	PI 3: Percentage of students who graduated within the prescribed period		50%	44%	5	4	4	4.33	F. Bersabal, G. Calubiran, D. Vergilio, E. Leros
OVPI MFO 2. Graduate Student Management Services									
	PI 1: Percentage of graduate students awarde with honors/distinction	DAEEEx Faculty	10%	11%	4	4	4	4.00	M.Elatico
	PI 2: Percentage of graduate students advised who rated the adviser/GAC member at least very satisfactory	DAEEEx Faculty	50%	90%	5	5	5	5.00	
	PI 3: Percentage of graduate school faculty engaged in research work applied in any of the following:								
	a. Pursuing advanced research degree program								
	b. Actively pursuing in the last three years (investigative research, basic and applied scientific research, policy research, social science research)	DAEEEx Faculty	50%	60%	5	5	5	5.00	HYG,KYT,MCB
	c. Producing technologies for commercialization or livelihood improvement								
	d. whose research work improved extension delivery	DAEEEx Faculty	25%	40%	5	5	5	5.00	MCB, HYG
	Total Points:			Total n	7			33.33	
UMFO 2. HIGHER EDUCATION SERVICES									
OVPI MFO 1. Curriculum Program Management Services									
	PI 1: Total FTE Monitored	DAEEEx Faculty	110.15	119.81	5	5	5	5.00	HYG,FTB,RBG,KYT
	PI 2: Percentage of undergraduate curricular program compliant to CMO approved and offered	DAEEEx Faculty	100%	100%					BSA curriculum
	PI 3: Average percentage passing in licensure exam								
	PI 4: Percentage of first time licensure exam takers who passed the licensure exam								
	PI 5: Percent of students who graduated within the prescribed period	DAEEEx Faculty	57%	46%	4	4	4	4.00	(28 (graduated)/61 4th yr).x 100
	PI 6: Percentage increase in the number of undergraduate students who graduated within prescribed period								

	PI 7: Percentage of graduates (two years prior) who are employed and/or pursuing graduate studies	Admin. Staff and Faculty	82%	1	5	5	5	5.00	BSDE Graduates
	PI 8: Number of academe/industry linkages established	DAEEEx Faculty	1	6	5	5	5	5.00	Baybay LGU, Hilongos LGU, Abuyog LGU, Ormoc LGU, PCA, Farmi
	PI 9: Number of thesis/special problems of students:								
	a. Thesis outline/manuscript/ Case studies/ Special Problems/ OJT Narrative reports/ Engineering Projects/ Portfolios approved	DAEEEx Faculty	20	28	5	5	5	5.00	BSDE Students
	b. Thesis outline/manuscript/Case Studies/Special Problems/OJT Narrative Reports/Engineering Projects/Portfolios approved		20	28	5	5	5	5.00	BSDE Students
	PI 10: Number of student organizations advised/assisted	RBGonzaga KYTeves	1	1	5	5	5	5.00	VSU AgExSo
	PI 11: Number of instructional materials developed/revised								
	a. OBE - compliant syllabi	DAEEEx Faculty	3	3	5	5	5	5.00	AgEx 141, AgEx 132, DeEd 121
	b. Teaching guides/Student guides/Laboratory Manuals	DAEEEx Faculty	1	5	5	5	5	5.00	DAEEEx Faculty
	c. Complete sets of teacher-developed audio visual	DAEEEx Faculty	4	10	5	5	5	5.00	HGY, KYT,FTB,RGB,MCB
	d. On-line interactive learning resources per subject								
	PI 12: Number of instruction-related awards								
	Periodic Revision of OBE Syllabi								
	Submission of Student Performance Based on Course								
	Group Consultation of Student Advisees by their academic adviser								
	Number of National Student awards								
	Number of honor graduates								
	Total Points			Total n:		10		49.00	
UMFO 3. RESEARCH SERVICES									
	PI 1. Number of research proposals submitted	DAEEEx Faculty	1	1	4	4	4	4.00	KYT
	PI 2. Number of research proposals approved	DAEEEx Faculty	1	1	4	5	5	4.66	Assessing and Building the Capacities of Rice Farmer Associations assisted by Municipal Agriculture Office of Abuyog, Leyte: A Participatory Action Research
	PI 3. Number of research studies conducted	DAEEEx Faculty	1	1	5	4	4	4.33	KYT-ABCRFA

	PI 4. Number of research projects/studies completed within the year								
	PI 5. Number of research papers (oral presentation, posters, keynote speaker, plenary speaker) presented in regional/national/ int'l scientific/professional fora and conferences								
	<i>In int'l fora/conferences</i>	MCBales	1	1	5	5	5	5.00	Integrating Rapid Care Analysis in Building Sustainable Women-Led Enterprises in Yolanda-Affected Communities in Eastern Samar, Philippines During the 10th International Conference on Environmental and Rural Development in Sakon, Nakon, Thailand on February 14-16, 2019
	<i>In nat'l fora/conferences</i>								
	<i>In reg'l fora/conferences</i>								
	<i>In institutional fora/conferences</i>	DAEEEx Faculty	1						
	PI 6. Number of paper submitted for publication in internationally indexed journals	DAEEEx Faculty	1						
	PI 7. Number of published papers in peer-reviewed journals								
	<i>In refereed int'l journals</i>	DAEEEx Faculty	1						
	<i>In refereed nat'l journals</i>								
	<i>In institutional journals</i>								
	PI 8. Number of patents/Utility Models/copyrights filed and registered								
	PI 9. Amount of research money generated from external funding (Thousand PHP)		50,000.00	35,000.00	4	4	4	4.00	OMA-Abuyog
	PI 10. Amount of research money generated from institutional funding (Thousand PHP)		75,000.00						
	PI 11. Number of research outputs in the last three years utilized by the industry or other beneficiaries								
	PI 12. Number of research-related awards (research conducted by faculty or students with faculty)								
	Total Points			Total n:	5			21.99	
UMFO 4. EXTENSION SERVICES									
	PI 1: Number of trainees weighted by the length of training	MCB, KYT, FTB, RBG	250	300	5	5	5	5.00	GTH, YRRP

	PI 2: Number of trainings conducted	DAEEEx Faculty	3	1					
	PI 3: Number of IEC materials/techno-guides developed/used	DAEEEx Faculty	2	3	5	5	5	5.00	GTH, YRRP
	PI 4: Number of beneficiaries served								
	Groups		3	41	5	5	5	5.00	GTH: Marcos, Hilongos, Guadalupe YRRP: Talalora, Villareal Sta Rita, Marabut, Basey, Tabon-tabon Tanauan, Palo, Dagami, Babatngon La Paz, Abuyog, Javier, Sta. Fe Jaro, Tunga, Dulag, Julita MacArthur, Alang-alang, Burauen San Isidro, Calubian, Tabango Villaba, Leyte, Kananga, Matag-ob Albuera, Carigara, Ormoc Capoocan, Isabel, Merida, Palompon Biliran, Culaba, Caibiran
	Individuals		165	300	5	5	5	5.00	GTH, YRRP
	PI 5: Number of technical/expert services provided/rendered								
	Research Mentoring	DAEEEx Faculty	1						
	Peer reviewers/Panelists	DAEEEx Faculty	1	1	5	5	5	5.00	
	Resource Person	DAEEEx Faculty	2	3	5	5	5	5.00	DAEEEx Faculty
	Convenor/Organizer	DAEEEx Faculty	2	2	5	5	5	5.00	DAEEEx Faculty
	Consultancy								
	Evaluator								
	PI 6: Number of extension projects conducted	DAEEEx Faculty	1	1	5	5	5	5.00	GTH
	PI 7: Number of extension proposals submitted	DAEEEx Faculty	1	1	5	5	5	5.00	GTH
	PI 8: Number of extension proposal approved	DAEEEx Faculty	1	1	5	5	5	5.00	GTH
	PI 9: Amount of extension money generated from external funding (Thousand Php)		50,000						
	PI 10: Amount of extension money generated from institutional funding (Thousand Php)		75,000	150,000 12, 000,000	5	5	5	5.00	GTH YRRP
	PI 11: Percentage of beneficiaries who rated the training course and advisory services as satisfactory or higher in terms of quality and relevance		95%	96%	5	5	5	5.00	
	PI 12: Number of extension-related awards (extension conducted by faculty or student and faculty)								
	Total Points			Total n:		12		60.00	

UMFO 5. SUPPORT TO OPERATIONS (STO)									
OVPI MFO 1. Faculty Development Services									
	PI 1: Number of faculty pursuing advanced degree programs	RBGonzaga ACMonsanto	2	1	5	5	4	4.66	ACMonsanto
OVPI MFO 2. Faculty Recruiting/Hiring Services									
	PI 2: Number of faculty recruited/aligned with university RSP policy and competency-based HRM	DAEEEx Faculty	1	1	5	5	5	5.00	V. Dargantes
OVPI MFO 3. Faculty Evaluation Services									
	PI 3: Number of seminars/trainings/ conventions/workshops organized/ coordinated for the entire university	DAEEEx Faculty	1	3	5	5	5	5.00	QAC/MCB
	PI 4: Number of seminars/trainings /conventions/workshops outside the university	DAEEEx Faculty	1	1	5	5	5	5.00	SAER
	PI 5: Percentage of faculty rated by students with at least very satisfactory rating of the subjects evaluated	DAEEEx Faculty/OVPI	90%	95%	5	5	5	5.00	students
	PI 6: Number of college/department - level seminars/ trainings /workshops/reviews conducted/ attended/facilitated	DAEEEx Faculty	3	4	5	5	5	5.00	GTH, YRRP
OVPI MFO 4. Program and Institutional Accrediation Services									
	PI 1: Number of degree programs which passed accreditation/evaluation at least level 1	DAEEEx Faculty	1	1	5	5	5	5.00	BSA curriculum
	PI 2: Degree program compliant with CHED requirements	DAEEEx Faculty	1	1	5	5	5	5.00	BSA curriculum
UMFO 6. GENERAL ADMINISTRATION & SUPPORT SERVICES									
	PI 1. Number of Risk Assessment/Review conducted		0						
	PI 2. Number of risks identified		0						
	PI 3. Number of risks adressed/minimized		0						
	PI 4: Number of legitimate complaints received		0						
	PI 5: Percentage of complaints indicated in PI 4, if any, addressed within the prescribed period	DAEEEx Faculty	0%	0%	5	5	5	5.00	No Complaints
	PI 6. ADDITIONAL OUPUTS* (In instruction, research, extension, production, and/or administration not found in the original commitment)								
	Best practices/new initiatives/innovations								

* The Additional Outputs is considered as one (1) PI only under UMFO 6 . Entry (ies) may just be enumerated accordingly.									
Total Points				Total n:		9		44.66	
Total No. of Entries:						43			
Total Over-all Rating						208.98			
Average Rating						4.86			
Adjectival Rating						Outstanding			

HYG - Henry Y. Goltiano, MCB - Milagros C. Bales, FTB - Fatima T. Baliña, KYT - Karen Luz Y. Teves, RBG- Rosemarie B. Gonzaga, ACM - Anna Martha C. Monsanto

Received by:



Planning Officer

Date: _____

Calibrated by:

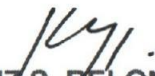


REMBERTO A. PATINDOL

Chairman, PMT

Date: _____

Recommending Approval:



BEATRIZ S. BELONIAS

Vice Pres. for Instruction

Date: _____

Approved:



EDGARDO E. TULIN

University President

Date: _____



No.	Work Activity	Forseeable Significant Impact	Who or What May be Affected and How?	Existing Control Measures	Initial Assessment			Further Action Required (By Who/When)	Residual Risk*		
					Like-lihood*	Severity**	Risk Rating***		Like-lihood*	Severity**	Risk Rating***
UMFO 1. ADVANCED EDUCATION SERVICES											
	a. Proposed PhD Extension Science program	If approved, increased number of graduate student takers	Grad students from other departments will change major and opt for PhD Extension Science	Limit slot for PhD Extension Sci	3	3	3	GS Dean	3	3	3
	b.										
UMFO 2. HIGHER EDUCATION SERVICES											
	a. Quality instruction in preparation for LEA	Quality instruction may not result to target LEA licensure performance due to individual student factor	CAFS target LEA licensure performance may not be achieved	All departments should conduct remedial classes in addition to colloquium	3	3	3	CAFS Dean	3	4	3
	b.										
	Number of honor graduates			2							
UMFO 3. RESEARCH SERVICES											
	a. Submission of research proposals	No assurance of funding	Proponents will be discouraged to develop proposals	Provision of enough budget appropriations for research	3	3	3	OVPRE	3	3	3
	b.										
UMFO 4. EXTENSION SERVICES											

	a. Submission of extension proposals	Limited funding	Some activities may not be conducted	Provision of enough budget appropriations for extension	3	3	3	OVPRE	3	3	3
	b. Faculty conducting extension have overloaded teaching responsibilities	Dept. has limited faculty	Extension work effectiveness is affected	Hiring of additional faculty	3	3	3	OVPI	4	2	3
UMFO 6. GENERAL ADMINISTRATION & SUPPORT SERVICES											
	a.										
	c.										

Note: * Likelihood Rating: 1-Rare, 2-Unlikely, 3-Possible, 4-likely, 5-Almost Certain
 ** Severity Rating: 1-Negligible, 2-Minor, 3-Moderate, 4-Major, 5-Catastrophic
 *** Risk Rating: 1-Very Low, 2-Low, 3-Medium, 4-High, 6-Very High

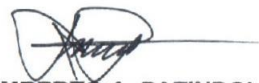
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Date: _____

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REMBERTO A. PATINDOL
Chairman, PMT

Date: _____

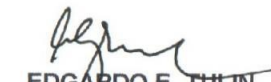
Recommending Approval:



BEATRIZ S. BELONIAS
Vice Pres. for Instruction

Date: _____

Approved:



EDGARDO E. TULIN
University President

Date: _____