

Visayas State University
DEPARTMENT OF BIOLOGICAL SCIENCES
Visca, Baybay City, Leyte
OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, ANALYN M. MAZO, DBS head, 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, 2017.

ANALYN M. MAZO
Head
Date:

Personnel	Number	FTE
Regular faculty (vacation-sick leave status)	11	203.13
Regular faculty (with research but opted to be teacher's leave status)	1	8.45
Substitute faculty	5	223.00
Regular administrative staff	2	
GRAND TOTAL		434.58

MFO No.	MFO Description	Success/Performance Indicator (PI)	Persons Responsible	Target	Actual Accomplishment	Rating				Remarks	
UMFO											
1: Advanced Education Services											
DBS MFO 1. Graduate Degree Program											
	PI 1: Number of graduate degree specializations offered and monitored		AMM & Faculty	1	1	5	5		4	4.67	Offers major subjects for Master in Education major in Biological Sciences, Master in Biology & TREC (team teach)
	PI 2: Total FTE monitored		SAC, RMRM, JGB, BSB	3	5.00	5	5		5	5.00	Offers major subjects for Master in Education major in Biological Sciences & TREC (team teach)
	PI 4: Other accomplishments										
	Number of proposed graduate degree program		AMM & Faculty	1	1	5	5		5	5.00	Proposed MS Biology with majors in Botany & Marine Biology. Such proposal has been reviewed and approved by Graduate Curriculum Committee, Graduate Faculty, & University Curriculum Committee
DBS MFO 2. Graduate Student											
	PI 1: Number of graduate students advised		AMM & Faculty	5	8	5	5		5	5.00	Advised graduate students for their thesis and as academic adviser (GAC)

PTB - 12/11
MTC

UMFO 2. Higher Education Services

DBS MFO 1. Curriculum Program

PI 1: Total FTE monitored	AMM& Faculty	300.00	434.58	5	5	5	5	5.00	DBS offers 84 sections of various subjects to BS Bio students and those from other degree programs
PI 2: Number of curricular program compliant to CMO, approved and offered	AMM & Faculty	1	1	5	5	5	5	5.00	BS Biology was revised to comply with CMO. A new proposal is cooked for the the curriculum to be compliant to the newly released CMO
PI 4: Number of academe/industry linkage established	AMM & Faculty	2	5	5	4	5	5	4.67	Faculty members has linked with various government & non-government agencies such as: BFAR, PASAR, LGU of 5th district of Leyte, LGU-Abuyog, ORC, LAMAVE
PI 8: Number of students advised for their academic and thesis concerns	AMM & Faculty	90	163	5	5	4	4	4.67	
PI 9: Number of student organizations advised	EKS, ARF, JCE, RMRM	1	2	5	5	5	5	5.00	Advised the organization of BS Bio students and BS Ed major in Biological Sciences
PI 10: Number of instructional materials developed/revised	AMM & Faculty	95	223	5	5	5	5	5.00	Developed/revised lecture guides, presentations (counted per presentation made) and lab manuals
PI 11: Number of OBE compliant syllabus prepared	AMM & Faculty	7	7	5	5	4	4	4.67	Each faculty developed OBE compliant syllabus
PI 12: Additional outputs									
Number of awards/recognitions received by faculty member	JCE, JGB, CCB	2	3	5	5	5	5	5.00	Publication award, Recognition as adviser of Best Thesis Awardee given by Phi Delta the Honor Society of Science
Number of trainings/seminar/workshop attended	AMM & Faculty	5	8	5	5	5	5	5.00	Attended various seminars/trainings to enhance teaching/research capabilities

DBS MFO 3. RESEARCH

PI 1: Number of published papers in internationally indexed journals refereed intl journals	JGB, JCE, EKS, CCB	2	4.0	5	5	5	5	5.00	Published papers in peer reviewed journal such as the ATR
PI 2: Number of research outputs presented in local/regional/national /international foral/conferences	AMM & Faculty	2	2	5	5	5	5	5.00	Presented research outputs during FIMFS and ASBP convention
International foral/conferences									
foral/conferences									
national									
foral/conferences									
institutional									
foral/conferences									
PI 3: Number of research project/study conducted and/or completed on schedule	AMM & Faculty	5 projects; 23 studies	5 projects; 24 studies	5	5	5	5	5.00	PIs see attached sheet for the list
PI 4: Number of research proposals submitted	AMM & Faculty	1	1	5	5	5	5	5.00	Made final revisions of the proposal submitted to CHED
PI 5: Number of research proposals approved	AMM & Faculty	1	1	5	5	5	5	5.00	
PI 7: Amount of money generated from outside funding	AMM & Faculty	10M	10M	5	5	5	5	5.00	Project headed by Dr. Montes & funded by CHED DARE TO
PI 8: Amount of money generated from institutional funding	AMM & Faculty	600,000	600,000	5	5	5	5	5.00	

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DBS MFO 6: General Administration and Support

	Pl 1: Zero complaints from clients	AMM, Faculty & Staff	100%	100%	5	5	5	5	5	
	Pl 2: Additional outputs									
	Number of management meetings attended	AMM	5.0	>10	5	5	5	5	5.00	Attend various meetings called by the administration/dean's office
	Number of management meetings conducted	AMM	6	6	5	5	5	5	5.00	Conduct monthly meetings in the home department
	Number of recommendations made for the approval of the administration to enhance the unit's capabilities and better improve its services	AMM & Pers Committee	5	>10	5	5	5	5	5.00	recommend faculty members to attend trainings/workshops or obtain scholarships
	Number of requests made for approval by the administration to address some academic/office concerns	AMM	5	>5	5	5	5	5	5.00	made requests for hiring additional faculty and staff
	Number of Purchase requests made for materials/equipment needed for smooth laboratory and office operation	AMM & Admin staff	5	>10	5	5	5	5	5.00	Purchase requests are made based on PPMF
	Number of job/letter requests made for the lecture/laboratory rooms and office maintenance	AMM & Admin staff	3	5	5	5	5	5	5.00	facilitate the repair and maintenance of facilities/equipment
	Pl 7: Number of well maintained laboratory/lecture rooms	Jgahoy, EBB	8	8	5	5	5	5	5.00	two lec rooms, 5 lab rooms and 1 herbarium are being maintained
	Number of well maintained comfort rooms for comfortable use of students, faculty and staff	EBB, Jgahoy	5	5	5	5	5	5	5.00	2 CRs for faculty, 2 CRs for students and 1 CR at head's office are being maintained
	Percent of laboratory specimens properly collected for instructional purposes	EBB, MPB	100%	100%	5	5	4	4	4.67	specimens for botany classes are collected
	Number of exam papers properly mimeographed and reproduced on time	EBB	2,000	2,500	5	5	5	5	5.00	
	Number of laboratory/lecture guides reproduced on time	EBB, BPV			5	5	5	5	5.00	
	Number of documents acted upon promptly	BPV, Jgahoy	30	50	5	5	5	5	5.00	
	Laboratory Services									
	Number of laboratory equipment properly maintained as functional	MPB & RV	70	120	5	5	5	5	5.00	
	No. of glasswares/equipment dispensed	MPB & RV	1,050	1,700	5	5	4	4	4.67	
	No. of glasswares/equipment inventoried/yr	MPV	900	1,800	5	5	5	5	5.00	
	% of students & faculty served on time during the scheduled lab. classes & with zero complaint	MPB & RV	90	100	5	5	4	4	4.67	
	% of request for reagents prepared & issued during scheduled lab. classes	MPB & RV	95	100	5	5	5	5	5.00	
	% specimens collected & prepared before scheduled lab.	MPB & RV	60	95	5	5	5	5	5.00	
	% materials/equipment submitted to the property office after being declared as waste	MPB & RV	60	80	5	4	5	4.67		

Researches Undertaken by DBS Faculty

1. **Program Title:** Marine Biodiversity Conservation in Camotes and Cuatro Islands, Camotes Sea, Central Philippines for Sustainable Marine Economy
Source of Fund: CHED DARE TO Grant Aid
Amount: PhP 10,000,000

Project 1 Title: Assessment of Biodiversity and Socio- economy of the Marine Resources in Camotes Sea and Cuatro Islands

Studies:

1. Mangroves of Camotes and Cuatro Islands
2. Seagrasses and Seaweeds of Camotes and Cuatro Islands
3. Coral Resources of Camotes and Cuatro Islands
4. Macroinvertebrates of Camotes and Cuatro Islands
5. Plankton and Meiofauna of Camotes and Cuatro Islands
6. Fishes and Large Marine Vertebrates of Camotes and Cuatro Islands
7. Genetic Diversity of Economically Important Marine Resources of Camotes and Cuatro Islands

Project 2 Title: Conservation and Utilization of Marine Resources In Camotes and Cuatro Islands

Studies:

1. Assessment of Tourism Industry in Camotes and Cuatro Islands
2. Assessment and Utilization Marine Products in Camotes and Cuatro Islands

2. **Project Title:** Culture and Phenology of the Brown Seaweed *Sargassum* (Phaeophyceae, Ochrophyta) In Southern Philippines

Source of Fund: CHED

Amount: PhP 4, 712, 548.00

3. **Project Title:** Coastal Vulnerability Assessment of Tanauan and Palo, Leyte

Source of Fund: Climate Change Center

Amount: PhP 991, 232.00

4. **Project Title:** Biological and Socio-ecological Characterization of Major River Systems in Leyte

Source of Fund: VSU

Amount: PhP 300, 000

Studies:

1. Algal communities in major River Systems in Leyte
2. The Riparian Flora of the major River Systems in Leyte
3. Bacteriological Quality of the Water and sediments of the Major River Systems in Leyte
4. Fresh Water Plankton in Major River Systems in Leyte
5. Freshwater Fishes of the Major River Systems in Leyte
6. Benthic Macroinvertebrates in Major River Systems in Leyte

5. **Project Title:** Assessment and Monitoring of the Biological, Physico-chemical Characteristics and Utilization of VSU Water Resources

Source of Fund: VSU

Amount: PhP 300, 000

Studies:

1. Assessment and Monitoring of Pelagic Algae in VSU Water Resources
2. Cytotoxicity Studies of the Water Resources in VSU, Baybay City, Leyte
3. Benthic Macroinvertebrates in VSU Water Resources, Baybay, Leyte
4. Assessment and Monitoring of Phytobenthos and Zooplankton in VSU Water Resources
5. Utilization of VSU Water Resources
6. Benthic meiofauna as indicators of ecological quality in VSU waters
7. Bacteriological Assessment and Monitoring of the VSU Water Resources
8. Assessment and Monitoring of the Mycoflora in VSU Water Resources
9. Herpetofaunal Study on VSU Water Resources

6. **Project Title:** Improved Cuatro Islas Protected Landscape (CIPLS), Inopacan (Apid, Mahaba and Digyo) and Hindang (Himokilan), Leyte- (*research cum extension*)

Source of Fund: GIZ

Amount: PhP 883,330

Studies:

1. Coral Reefs Within and Outside Marine Sanctuaries
2. Macro-invertebrates in Seagrass-Seaweeds Resources of Marine Sanctuaries
3. Fish Resources in Seagrass-Seaweeds and Coral Reef Resources of Marine Sanctuaries

7. **Project Title:** Biodiversity of Marine Flora and Fauna in Artificial Reefs of Baybay City and Selected Municipalities of the 5th District of Leyte (*research cum extension*)

Source of Fund: 5th Congressional District of Leyte, LGUs and VSU

Amount: PhP 348,040.00

Studies:

1. Species composition, abundance and succession of invertebrates (including meiofauna) in ARs
2. Species composition, abundance and succession of fishes in ARs
3. Species composition, abundance and succession of corals in ARs
4. Species composition, abundance and succession of seaweeds and seagrasses in ARs

8. **Project Title:** Valuing the protection service provided by mangroves in the typhoon-hit areas in the Philippines.

Source of Fund: WorldFish

Amount: US \$29,889

9. **Project Title:** Coastal Resources Management in Southeastern Camotes Sea and Selected Municipalities of Leyte (*research cum extension*)

Source of Fund: VSU and LGUs of 5th District of Leyte

Amount: PhP 150,000

1. Development of IECs on Fish resources of Southeastern Camotes Sea
2. Development of IECs on coral resources of Southeastern Camotes Sea
3. Development of IECs on Seagrass/ seaweeds resources of Southeastern Camotes Sea
4. Development of IECs on Invertebrates resources of Southeastern Camotes Sea

10. **Project Title:** Strengthening the Capability of Colleges of Agriculture in Incorporating Food and Water Security and Climate Change and Climate Variability into Curricular Programs, Research and Extension Projects and Teaching Modules

Source of Fund: APN

Amount: US \$ 43,000

11. **Project Title:** Assessment of Aquatic Ecology and Coastal Habitats in Selected Abuyog Barangays, Leyte
Source of Fund: LGU of Abuyog, Leyte
Amount: Php 338, 250.00

Studies:

1. Assessment of Mangroves in Abuyog, Leyte
2. Assessment of Seagrass/ Seaweeds in Abuyog, Leyte
3. Assessment of Corals and Associated Benthos in Abuyog, Leyte
4. Assessment of Fishes in Abuyog, Leyte
5. Assessment of Macroinvertebrates in Abuyog, Leyte

Extension Projects Undertaken by DBS Faculty

1. **Project Title:** Enhancing secondary and senior highschool teacher's competencies in teaching sciences, Mathematics, Statistics and English in Baybay City Division

Source of Fund: VSU

Amount: Php 100, 000

2. **Project Title:** Marine Protected Area Establishment, Enhancement and Networking in Southwestern Leyte: An Ecosystem Interconnectivity of the Danajon Reef Complex

Source of Fund: Tetra Tech ARD or Contractor for ECOFISH Project

Amount: Php 1,475,870.00