



JAN 18 2019
Visayas State University
College of Engineering

Department of Computer Science and Technology
Visca, Baybay City, 6521-A, Leyte, Philippines

"Exhibit B"

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, WINSTON M. TABADA, Head of the Department of Computer Science and Technology, commits to deliver and agree to be rated on the attainment of the following targets with accomplishments in accordance with the indicated measures for the period July to December 2018.

WINSTON M. TABADA

Department Head

Date:

Approved:

ROBERTO C. GUARTE

Dean

Personnel	Number	FTE/Sem	FTE/Summer	FTE Total
Department Head	1	4.00	0.00	8.00
Faculty w/ Univ. Designated Position	0			
Regular Faculty (with Vacation & Sick Leave)	1	8.00		16.00
Regular Faculty (with Teacher's Leave)	5	18.00	Actual	180.00
Affiliate Faculty/Part time	3	Actual	Actual	131.95
Total	10			335.95
Admin Staff Members	5			

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

MFO No.	MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible**	Target (Jan.-Dec)	Actual Accomplishment	Details of Accomplishment	Rating				Remarks
							Quality	Efficiency	Timeliness	Average	
UMFO 1	Advance Education Services					Not claim					

	OVPI MFO 1. Graduate Degree Program Management Services									
	PI 1. Graduate degree program monitored									
	PI 2. Total Graduate FTE monitored									
	PI 3. Percentage increase in number of graduate students enrolled									
	PI 4. Percentage increase in number of graduate students who graduated within prescribed period									
	OVPI MFO 2. Graduate Student Management Services									
	PI 1. Number of graduate students awarded with scholarships/assistanships									
	PI 2. Percentage of graduate students awarded with scholarship/assistanship who graduated within the prescribed period									
	PI 3. Number of graduate students awarded with honor/distinction upon graduation									
	PI 4. Number of graduate students advised									
UMFO 2	Higher Education Services									
	OVPI MFO 1. Curriculum Program Management Services									
	PI 1. Total Undergraduate FTE monitored	All faculty and staff	335.95	391.47	(2) VL = 79.30 (5) TL =180.22 (3) Affiliate= 131.95	5	5	5	5.00	CS 113, CS 133, CSCI 15n, CS 139, CSCI 11, CSCI 13, CS 143, CS 103, CS 123, CS 198, CS 141, CS 101, CS 147, CS 145, CSCI 11, CS 135, CS 124, CS 141, CSCI 21, HRTM
	PI 2. Number of new undergraduate curricular program compliant to CMO, approved and offered	All faculty and staff	1	1	BSCS	5	5	5	5.00	Passed AACUP Level III Phase 2 and RQAT Assessment for COPC

	PI 3. Number of degree programs compliant to CMO supervised and implemented	All faculty and staff	1	1	BSCS	5	5	5	5.00	Passed AACUP Level III Phase 2 and RQAT Assessment for COPC
	PI 4. Percentage increase in number of undergraduate students enrolled	All faculty and staff			Freshmen, shifter and returnees	5	5	5	5.00	Enrollment in New BSCS Curriculum and Old Curriculum
	PI 5. Percentage of undergraduate students who graduated w/n prescribed period	All faculty and staff	20	100	20	5	5	4	4.67	20 students graduated on time in June 2017 and 20 students graduated on time in June 2018
	PI 6. Percentage passing of students in licensure board examination									
	PI 7. Number of students awarded with scholarship/fellowship/grants				DOST scholarship, NEC Foundation Scholarship	5	5	5	5.00	2 NEC Foundation Scholars, 1 graduated last June 2018
	PI 8. Number of graduates gainfully employed in jobs related to their undergraduate programs					5	5	5	5.00	at least 90% were employed in IT related jobs
	PI 9. Number of undergraduate students awarded with honors/distinction									
	PI 10. Number of academe/industry linkage established	All DCST faculty and staff	5	160	8	5	5	5	5	PHILNITS, DICT, Baybay-LGU, BNHS, EVFIT, GIZ
	PI 11. Number of students advised									
	<i>On thesis/ field practice/special problem</i>	WMT, MCU, MVL, MABR, JAB, ETM	15	21		5	5	5	5	BSCS Graduating Students 2nd Sem. SY 2017-18
	<i>On consultation</i>	- do -	200	250	500	5	5	5	5	BS Com Sci majors & students of com sci service courses
	PI 12. No. of student organizations Advised/Assisted									
	<i>Student organizations advised</i>	ECM, JAB, MCU	1	100	1	5	5	5	5	CSSS
	<i>Student organizations assisted on student related activities</i>	ECM, JAB, MCU	5	140	7	5	5	5	5	Acquaintance Party, Christmas Party, DCST/COE/VSU Anniversaries and other special events

	PI 3. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	All faculty	100%	100%	100%	5	4	5	4.7	The department has an overall average rating of 4.54 by students.
	PI 4. Number of research proposals submitted									
	PI 5. Additional outputs									
	Number of faculty/staff awards/honors received									
	Number of seminars/workshop proceedings									
	Number of services rendered to VSU									
	OVPI MFO 4. Program and institutional Accreditation Services									
	PI 1. Number of degree programs which passed accreditation/evaluation at least Level I	Level 3 Phase II (AACCUP Accreditation)	1	1		5	5	5	5.0	AACCUP Accreditation Level III Phase 2 last Feb. 18-19, 2018
	PI 2. QMS on faculty recruitment, development									
	PI 3. Percentage of degree program compliant with CHED	Certificate of Program Compliance (COPC)	1	1	80%	5	5	5	5.0	CHED RQAT Assessment for BSCS Program conducted last July 9, 2018 and waiting of the issuance of COPC
	PI 4. Additional Outputs									
MFO 6	General Admin. & Support Services (GASS)									
	PI 1. Number of departments and/or service units	WMT	1	1	DCST	5	5	5	5.0	

	PI 2. Percentage of time devoted for administrative duties and responsibilities	WMT	100%	100%	Supervising faculty and Staff, encoding and making reports, submitting reports, assisting the clients, communicating with faculty, staff, students and clients, relaying the important and urgent message, organizing the daily activities, recording the outgoing and in-coming communication, keeping the records, maintaining the cleanliness and orderliness of the surroundings,	5	5	5	5.0	
	PI 3. Number of office and laboratory									
	PI 4. Number of management meetings conducted	WMT	6	10	Monthly Regular meetings, Special Meetings and Emergency meetings	5	5	5	5.0	Special and Emergency meetings were conducted for the Revision of Curriculum, Booth Construction (VSU Anniv.)
	PI 5. Number of documents attended and served	WM, RBV, TBV	300	500	Reports, Recommendation Letters , Request Letters, PR's, Payroll, Clearance, Minutes of Meetings, Memorandae, Gradesheets, Instrutional Materials, Re-admission, etc.	5	5	5	5.0	These include signing of documents of WMT as TWG of BAC 1 and BAC 2 as well as Inspector of purchases and waste disposal.

	PI 6. Number of academic lecture/laboratory rooms maintained	KBB, TBV	6	6	ICT 101, ICT 103, ICT 201A, ICT 201B, ICT 202, ICT 203	5	4	5	4.7	
	PI 8. Area of lawn maintained (sq.m, approx.)	KKB	300 sq. mtrs.	100%	ICT Building Ground.	5	5	5	5.0	
	PI 9. Efficient and customer-friendly frontline service	All Faculty & Staff	100%	100%	No complaint	5	5	5	5.0	Zero Complaint from clients
	PI 10. Additional Outputs/Best Practice									
	Number of hours devoted in the preparation of documents needed for AACCUP Level III Phase 2 Accreditation	All Faculty & Staff	10	15	Program Performance Profile of BSCS Program	5	5	5	5.0	PPP from Area I to X of BSCS Program
Number of Performance Indicators Filled-up						36				
Total Over-all Rating						178.67				
Average Rating						4.96				
Adjectival Rating						Outstanding				

*WMT- Winston M. Tabada, MCU-Magdalene C. Unajan, MAJBR-Michael Anthony Jay B. Regis, MVL-Maircel V. Lim, ECM- Eugene Val C.. Mangaoang, JAB-Jomari Joseph A. Barrere, ETM- Elizaeth T. Mamasig, Vergara Jr., Manuel Kenneth B. Borci, TBV-Tommy B. Valenzona

RBV- Rafael B.

Received by:

Calibrated by:

Recommending Approval:

Approved:

REMBERTO A. PATINDOL

Chairman, PMT

Date: _____

BEATRIZ S. BELONIAS

Vice Pres. for Instruction

Date: _____

EDGARDO E. TULIN

President

Date: _____

Planning Office

Date: _____

- 1 - quality
- 2 - Efficiency
- 3 - Timeliness
- 4 - Average