



OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, GUIRALDO C. FERNANDEZ, JR., Head of the Department of the Department of Liberal Arts and Behavioral Sciences, 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 2020.

GUIRALDO C. FERNANDEZ, JR.

Department Head

Date: _____

CANDELARIO L. CALIBO

College Dean

Date: _____

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

Total FTE (1x2)

RDE Commitments***

Personnel	Number (1)	Min. FTE (2)		Research	Publication	Extension
Department Head	1	4	25.5	2	1	1.00
Faculty w/ Univ. Designated Position	0	0	0.0	0	0	0.00
Regular Faculty (VSL)*	2	12	82.1	2	0	2.00
Regular Faculty (TLS)*	22	18	651.4	1	5	0.00
Part time Faculty	13	21	319.1	0	0	0.00
Admin Staff Members	-	0	0.0			
TOTAL			1078	5	6	3.00

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		Rating				Remark (Details of the targetted output indicators with **)
							% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
MFO 1	ADVANCED EDUCATION SERVICES (20%)												
	OVPI MFO 1. Graduate Degree Program Management Services												

Faculty Members: GCF-GFernandez; JDI-Jimbong; RJT-RToring; JMD-JDiao; BAP-BPonce; AEG-Agenotiva; SRLM-SMartinez; JCQ-JQuebec; JSB-JBagulaya; ROB-RBalotol; AFV-AVillaroya; LAL-LLiwanag; AAP-APamis; MGE-MGENaya; BPE-BENaya; EGF-EFernandez; DRF-DFlandez; RAB-RABande; MEG-MEGabunada; CNR-CRola; SML-SMLubrio; PMO-PPquibulan; AVO-AOclinaria; RPC-RCapulla; DPA-DACorita; MCV-MVillas; PCD-PDomingo; GMS-GSantianes; MCP-MPascual

	1	PI 1. Percentage of graduate school faculty engaged in research work applied in any of			Dept. Head & Faculty								
		a.	pursuing advanced research degree program (Ph.D) *			NONE							
		b.	three (3) years (investigative research, basic and applied scientific research, policy research social science			NONE							
		c.	producing technologies for commercialization or livelihood improvement			NONE							
		d.	an extension program			NONE							
OVPI MFO 2. Graduate Student Management Services													
PI 1: Percentage of graduate students enrolled in research degree programs *					Dept. Head & Faculty	NONE							
PI 2: Percentage of accredited graduate programs *					Dept. Head & Faculty	NONE							
PI 3: Number of graduate degree specializations offered and monitored *					GCF, RAB, SRLM, AAP, MVG, DPA, MCV, JCQ, CNR	1	1		5.00	5.00	5.00	5.00	MS Language Teaching
PI 4: Total FTE coordinated, implemented & monitored*					GCF, RAB, SRLM, AAP, MVG, DPA, MCV, JCQ, CNR	9	13.94		5.00	5.00	5.00	5.00	At least 2 per graduate faculty
PI 5: Percentage increase in number of graduate students enrolled *					GCF, RAB, SRLM, AAP, MVG, DPA, MCV, JCQ, CNR	90%	95%		5.00	5.00	5.00	5.00	MSLT & MEd English
PI 6: Percentage increase in number of students who graduated within prescribed period *					GCF, RAB, SRLM, AAP, MVG, DPA, MCV, JCQ, CNR	90%	95%		5.00	4.50	4.50	4.67	MSLT & MEd English
PI 7: Number of graduate students awarded with honors/distinction *					GCF, RAB, SRLM, AAP, MVG, DPA, MCV, JCQ, CNR	1	none						
PI 8: Number of graduate students advised *					RAB, SRLM, AAP, MVG, DPA, MCV, JCQ, CNR	2	5		5.00	5.00	5.00	5.00	MS LT and MEd English
PI 9: Number of instructional materials													

	On-line ready courseware	RAB, SRLM, MVG, DPA, MCV, CNR,	7	3		5.00	5.00	4.50	4.83	Elst 101, Elst 107, LTNG 218, LTNG 207, ENGL 232, LTNG 16, LTNG 211, LTNG 291, Engl 118
	Flexible instructional materials	RAB, SRLM, AAP, MVG, DPA, MCV, CNR,	36	55		5.00	5.00	5.00	5.00	Elst 101, Elst 107, LTNG 218, LTNG 207, ENGL 232, LTNG 16, LTNG 211, LTNG 291, Engl 119
	Assessment tools	RAB, SRLM, MVG, DPA, MCV, CNR,	16	64		5.00	5.00	5.00	5.00	Elst 101, Elst 107, LTNG 218, LTNG 207, ENGL 232, LTNG 16, LTNG 211, LTNG 291, Engl 120
	PI 10: Number of virtual classrooms created and operationalized	RAB SRLM,, MVG, DPA, MCV, CNR	7	13		5.00	5.00	4.50	4.83	Elst 101, Elst 107, LTNG 218, LTNG 207, ENGL 232, LTNG 16, LTNG 211, LTNG 291, Engl 121
MFO 2	HIGHER EDUCATION SERVICES (50%)									
	PI 1. Percentage of first time licensure exam takers that pass the licensure		N/A							
	PI 2. Percentage of graduates (2 years prior) that are employed *	GCF, AAP, JCQ, MAG, RAB, MGE, PCD, GMS, CNR, PPM, SML, DAP, MCV	60%	70%		5.00	5.00	5.00	4.70	AB-English Language graduates
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *		NONE							
	PI 4. Percentage of undergraduate programs with accreditations *		NONE							
	PI 5: Total FTE, coordinated, implemented and monitored *	Dept. Head & Faculty	697	1,078		5.00	5.00	5.00	5.00	Regular and Part-timers
	PI 8: Number of students advised: *	Dept. Head & Faculty								
	On thesis/ field practice/special problem	AAP, JCQ, MAG, RAB, MGE, PCD, GMS, CNR, PPM, DAP, MCV	7	10		4.50	5.00	5.00	4.83	AB-ELS and MSLT
	No. of approved manuscript submitted within prescribed period	GCF, AAP, JCQ, MAG, RAB, MGE, PCD, GMS, CNR, SML, DAP, MCV	7	10		4.50	5.00	5.00	4.83	AB-ELS and MSLT
	On consultation	GCF and All Faculty Members	386	148		4.50	5.00	5.00	4.83	ABELS students
	PI 9: Number of student organizations advised/ assisted *								0.00	
	Student organizations advised	GCF, RAB, JCQ, BPE	3	3		5.00	5.00	5.00	5.00	ABELS Society, USSC, TOM
	Student organizations assisted on student related activities	GCF, BPE	2	2		5.00	5.00	5.00	5.00	CSSC, Debate Society

	PI 10: Number of instructional materials developed *		Dept. Head & Faculty								
	On-line ready courseware		Dept. Head & Faculty	28	50		4.50	5.00	5.00	4.83	ScSc 11n, ScSc 12, ScSc 16n, ScSc 24, Scsc 13n, UCSP, CAED, ScSc 14, Phil 11, Ding 11, Fling 12, Anth 11, ELDs 121, ELDs122, Elst 101, ELSt 104, ELSt 105, ELSt 106, ELSt 107, ELSt 111, ELSt 112, Comm 11, Engl 21, Humn 11n, Humn 12n, Humn 15n, Litr 135, Spch 11
	Flexible instructional materials		Dept. Head & Faculty	135	225		5.00	5.00	5.00	5.00	
	Assessment tools		Dept. Head & Faculty	157	308		5.00	5.00	5.00	5.00	
	PI 10: Number of virtual classrooms created and operationalized		Dept. Head & Faculty	168	93		4.50	5.00	5.00	4.83	
	PI 11: Additional Outputs		Dept. Head & Faculty	NONE							
MFO 3	RESEARCH SERVICES (10%)										
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *		Dept. Head & Faculty	1	NONE						Researches are still on-going
	PI 2. Number of research outputs completed within the year *		Dept. Head & Faculty	1	NONE						Researches are still on-going
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *										

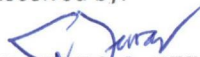
	<i>In refereed int'l journals</i>		GFernandez, LLiwanag, PCDomingo	3	6		5.00	5.00	5.00	5.00	1) Rainforestation as an Instrument for Sustainable Development: Narratives from the Nagkahiusang Katawhan sa Esperanza (NAKASE) of Pilar, Camotes Island, Cebu, Social Ethics Society Journal of Applied Philosophy; 2) "Tagapagtaguyod ng Wikang Filipino at Intelektwalisasyon ng Pilosopiyang Pilipino: Pakikipanayam tungkol sa Pilosopiya at Praksis ni Dr. Florentino T. Timbreza" (co-author: Mr. Vladimir B. Villejo), De La Salle University; 3) "Ang Pilipinas Bilang Lupain ng Kabalintunaan:" Si Isabelo De Los Reyes Bilang Tagapag-Ambag sa Pahayagang La Solidaridad (1889-1895) (co-author: Michael Charleston "Xiao" B. Chua) 4) Technology in Pedagogy: Teachers' Perception towards the Effectiveness of ICT Integration in Language Teaching, Jan. 2020, Volume 6, Number 1.77-106(2020) ISSN:2395-0595, International E-Journal for research in ELT; 5) Secondary ESL Teachers' Pedagogical Knowledge and Perceptions on Communicative Language, Teaching: An Exploratory Survey, Volume 6, Number 1.137-159, International E-Journal for research in ELT; 6) . Extent of Integration of the 21st Century Skills in the Language Classroom, Volume 6, Number 1.23-51; International E-Journal for research in ELT;
	<i>In refereed nat'l/regional journals</i>		LLiwanag	2	1		5.00	5.00	5.00	5.00	"Mga Aral at Kabatirang Maaaring Matamo ng Pilosopiyang Pilipino mula sa mga Obra ni de Los Reyes sa Yugto ng Kanyang Paghubog (1864-1889)", Philosophical Association of the Philippines, Inc.
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences *		Dept. Head & Faculty								
	<i>In int'l fora/conferences</i>		GFernandez, Liwanag, Jimbong, Mpascual, RJToring, JMDiao, Dacoritay, BAPonce, Rcapulla, Pdomingo, MEGabunada, AEGenotiva, SRMartinez, Aoclinaria	14	NONE						DLABS Faculty were not able to present papers/research outputs in conferences due to pandemic
	<i>In nat'l/regional fora/conferences</i>		GFernandez, Liwanag, Jimbong, BAPOnce, Mpascual, RJToring, JMDiao, Dacoritay, MEGabunada, DRFlandez, AEGenotiva	9	NONE						
	PI 5. Percent of research proposals approved *		Liwanag and Imbong	50%	NONE						

	PI 6. Additional outputs*										
	No. of research-related awards (research conducted by faculty or student)										
MFO 4	EXTENSION SERVICES (10%)										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities *	GCFernandez, Lliwanag	1	1		5.00	5.00	5.00	5.00	Senior Highschool Teachers within Baybay City, Leyte (DepEd)	
	PI 2. Number of trainees weighted by the length of training *	GCFernandez, Benaya, Avillaroya, Efernandez	20	NONE						PANDEMIC	
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority	GCFernandez, Benaya	2	NONE						PANDEMIC	
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms	GCFernandez, BPEmaya	90%	NONE						PANDEMIC	
	PI 5. Number of technical/expert services *	Dept. Head & Faculty								PANDEMIC	
	Research Mentoring		NONE							PANDEMIC	
	Peer reviewers/Panelists	Gfernandez	1	NONE						PANDEMIC	
	Resource Persons		1	NONE						PANDEMIC	
	Convenor/Organizer		2	NONE						PANDEMIC	
	Consultancy		NONE	NONE							
	Evaluator		1	NONE						PANDEMIC	
	PI 8. Percent of extension proposals approved *	BPEmaya	1	100%		5.00	5.00	5.00	5.00	Title of Proposal: Faculty Training for the Teaching of the Introduction to the Philosophy of the Human Person"	
	PI 11. Additional outputs *	Dept. Head & Faculty									
	No. of extension-related awards (extrn. conducted by faculty or student & faculty)		NONE								
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	3		5.00	5.00	5.00	5.00	APVillaber, JGEbit, CAPadilla
	OVPI MFO 2. Faculty Recruitment/Hiring Services										
	PI 2: Number of faculty recruited/hired based on needed competencies and aligned with ISO standards *		GCFernandez and Department Personnel Committee	6 subs;13 PTs/sem	4 subs;9 PTs		5.00	5.00	5.00	5.00	The dept. followed the RSP in hiring new faculty
	OVPI MFO 3. Faculty Evaluation Services										
	PI 3: Number of seminars/trainings/conventions/workshops coordinated for entire university *		Dept. Head & Faculty	1	NONE						
	PI 4: Number of seminars/trainings/conventions/workshops coordinated outside of the university *			NONE							
	PI 5: Percentage of faculty rated by students with at least very satisfactory		Dept. Head & Faculty	95%	NONE						No Teaching Performance Evaluation because of pandemic
	PI 6: Number of in-house seminars/trainings/ workshops/reviews		Dept. Head & Faculty	NONE							
	PI 7: Additional outputs *		Dept. Head & Faculty								
	Number of faculty/staff awards/honors received related to operations support			NONE							
	OVPI MFO 4. Program and Institutional Accreditation Services										
	PI 8: Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015*		Dept. Head & Faculty	No NC	NONE						
MFO 6	General Admin. & Support Services										
	PI 1. Submission of College/Department PPMP for the following year within deadline as prescribed by BAC*		GCFernandez	1	1		5.00	5.00	5.00	5.00	PPMP was submitted within the deadline

	PI 2. Zero percent complaint from clients served		Dept. Head & all faculty & staff	no valid complaint	no complaint		5.00	5.00	5.00	5.00	
	PI 3. Number of coaching sessions among faculty & staff**		GCFernandez	10	3		5.00	5.00	4.50	4.83	
	PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**		GCFernandez	10	3		5.00	5.00	4.50	4.83	
	PI 5. Number of monthly/special faculty & staff meetings conducted**		GCFernandez	10	13		5.00	5.00	5.00	5.00	
	PI 3: Additional Outputs		Dept. Head & all faculty & staff								
	Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies *		GCFernandez	1	NONE						
Total Over-all Rating							152.87				
Average Rating							4.93				
Adjectival Rating											

Received by:


DILBERTO O. FERRAREN

Planning Office
Date:

Calibrated by:


REMBERTO A. PATINDOL

Chairman, PMT
Date:

Recommending Approval:


BEATRIZ S. BELONIAS

Vice Pres. for Academic Affairs
Date: 12/2/20

Approved:


EDGARDO E. TULIN

President
Date:

* 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