## 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 July to December, 2018.

ANALYN M. MAZO

Regular administrative staff

Date

Dean Date:

CANDELARIO L. CALIBO

Personnel Number FTE

Regular faculty (vacation-sick leave status) 9 114.88

Regular faculty (teacher's leave status) 2 39.25

Regular faculty ( with research but opted to be teacher's leave status) 1 9.20

Substitute and affiliate faculty 4 120.45

GRAND TOTAL

	MFO Description	Success/Performance Indicator (PI)	Persons Responsible	Target	Actual Accom- plishment		F	Rating		Remark
MFO No.						Quality	Efficiency	Timeliness	Average	
UMFO	1: Advanced	Education Services								
DBS MFO 1	. Graduate De	egree Program								
	PI 1: Number	of graduate degree specializations offered and monitored	AMM & Faculty	1	1	5	5	5	5.00	Offers MS Botany and major subjects in MEd major in Biological Sciences
	PI 2: Total FT	E monitored	JGBitacura & BLARegis	1.5	6.66	5	5	5	5.00	Offered graduate subjects for MEd
	PI 4: Other ac	complishments								
	Number	of proposed graduate degree program								
DBS MFO 2	. Graduate St	udent								
	PI 1: Number	of graduate students advised	AMM & Faculty	5	15	5	5	5	5.00	Adviser of Med major in BioSci students
UMFO 2. Hig	gher Education	n Services		***************************************	į					
DBS MFO	1. Curriculum	Program								

283.78

	PI 1: Total FTE monitored	AMM & Faculty	50.00	283.78	5	5	5	5.00	DBS offered 72 sections of 25 subjects
	PI 2: Number of curricular program compliant to CMO, approved and offered	AMM & Faculty	2	2	5	5	5	5.00	The BS Bio and BS Marine Bio curricula has been CHED noted last August 8, 2018.
	PI 4: Number of academe/industry linkage established	AMM & Faculty	2	9	5	45	5	4.83	Faculty members has linked with various government & non- government agencies such as: BFAR, PASAR, LGU of 5th district of Leyte, ORC, Institute of Climate Change and Sustainable Cities, BISU, CTU, MSU-Naawan, USC
	PI 8: Number of students advised for their academic and thesis concerns	AMM & Faculty	10	180	5	5	5	5.00	Advise students specially during registration for their academic concerns. Act as adviser, chairman and member of thesis committee of students
	PI 9: Number of student organizations advised	ARRF & EKLS	1	1	5	5	5	5.00	ARRF & EKLSerifio are advisers of OBiOS
	PI 10: Number of instructional materials developed/revised	AMM & Faculty	40	93	5	5	4.5	4.83	Revised/developed laboratory manual, lecture guides and powerpoint presentations
	PI 11: Number of OBE compliant syllabus prepared	AMM & Faculty	5	5	5	5	4.5	4.83	Developed OBE compliant syllabus
	PI 12: Additional outputs								
	Number of awards/recognitions received by faculty member	AMM & Faculty	0	2	5	5	5	5.00	AMMazo received a loyalty award (25 years); FOPogado wo the Best Poster (1st runner up) during the Scientific Conference in Biodiversity Symposium in CMU.
	Number of trainings/seminar/wokshop attended	AMM & Faculty	3	24	5	5	5	5.00	Faculty members attended 2 International workshop/seminars, 12 National/regional and 10 local seminars
	Number of seminars/workshops organized	AMM& Faculty	1	5	5	5	5	5	Organized the talks of international scientists namely: Prof. Dr. Braeckman from Ghent University, Belgium who talked about "Aging: Lessons from a tiny worm"; Prof. Dr. Triest fro Vrije Univ Brussel, Brussels, Belgium also talked about "Perspectives for research on fragmented aquatic plant population: Survival strategy and resilience in coastal landscapes". Speakers from CVM, VSU were also invited to talk about The Use of Animals in Research and Instruction". The faculty members of DBS also had a workshop on the "Topic Mapping" for BS Bio and BS Marine Bio subjects.
	Number of Universities who did bench marking with the BS Bio Program	AMM & faculty	0	1	5	5	5	5	Faculty members and some officials from Quirino University did bench marking of the BS Bio program
MFO 3	RESEARCH								
4x 83	PI 1: Number of published papers in internationally indexed journals refereed int'l journals refereed national journal	AMM & Faculty	1	6.0	5	5	5	5.00	Mr. JGBitacura published articles as main and co-authors in international peer-reviewed journals, 2 of which are scopus indexed. Ms. BARegis also published an article as co-author in an international peer-reviwed journal. Dr. Belonias & Ms. HVOngy published articles in the Annals of Tropical Researce.

PI 2: Number of research outputs presented in local/regional/national /international fora/conferences	AMM & Faculty	2	14	5	5	5	5.00	Ms. Rosal made oral presentation during the AAACU conference and meeting; HVOngy, EKLSerinio, and FOPogado had poster presentations during the Scientific Conference on Biodiversity and CEBREM 7th Anniversary; Ms. Rosal and ARFlandez did oral presentations while AMMazo, EKSerenio, SACesar, and CCBatistel did poster presentations during the 50th FIMFS annual convention. AMMazo, SACesar, ARFlandez, MIGalinato and HRMontes did poster presentation during the Regional RDE review of VICARP & ODREX.
PI 3. Number of research project/study conducted and/or completed on schedule		2	29studies, 6 projects	5	5	5	5.00	conducted
PI 5: Number of researchproject proposals approved	AMM & Faculty	1	2	5	5	5	5.00	FishCORAL project with BFAR was approved last December
PI 6: Amount of money generated outside VSU	HRM, AMM, SAC, ARRF,	0	3.9M	5	5	5	5.00	2018, A project on Climate Change was also approved
PI 8: Amount of money generated from institutional funding								Already indicated in January to June Accomplishment
PI 9: Additional outputs								
Number of research related awards (research conducted by student or student with faculty)								
Number of research articles submitted for publications	CCB & BLAR	0	3	5	5	5	5.00	Papers are already under review
DBS MFO 4. Extension services	L	L						
PI 1: Number of technical/expert services rendered	SAC, HRM	2	2	5	5	5	5	
PI 2: Number of extension projects/components conducted	HRM, ARRF	1	1	5	5	5	5	
PI 6: Additional Outputs								
Number of clientele served for identification of specimens as expert in the field	BSB, HVO, EKS	2	10	5	5	5	5	Identified plant samples of students from other schools and departments
DBS MFO 5. Support to operation					-			
OVPI MFO 1 Faculty Development Services								
PI 1. Number of faculty pursuing advanced degree program	AMM & Faculty	2	4	5	5	5	5	Prof. JCEvangelio is presently pursuing her PhD in Marine Biology in National Sun Yat-sen University, Kaohsiung, Taiwan. Prof. RDPoliquit is pursuing her PhD in Botany at UPLB while Ms. BARegis is finishing her PhD in Envi Sci minor Microbiology in UPLE and Prof. SACesar is pursuing her PhD Bio Track Marine Biology in Univ. of San Carlos
OVPI MFO 2 Faculty Recruiting/Hiring Services								
PI 1: Number of new faculty recommended for hiring aligned with ISO	AMM & Faculty	2	4	5	5	5	5	Almost every semester, DBS hires substitute faculty
OVPI MFO 3 Faculty Evaluation Services								
PI 2: Percentage of Faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	AMM & Faculty	100%	100%	5	5	5	5.00	All faculty members are rated outstanding and very satisfactory
OVPI MFO 4 Program and institutional Accreditation Services								

(6.18)

PI 1: Number of degree programs which passed	AMM & Faculty	1	1	5	5	5	5.00	BS Bio passed the Level III Phase 2 AACCUP accreditation
	AMM & Faculty	100%	100%	5	5	5	5.00	BS Bio and BS Marine Bio were evauated by RQAT last July 2018. All the indicators have been complied and the curricula were CHED Noted last August, 2018
PI 3. Number of documents prepared for COE application	AMM & Faculty	5	10	5	5	5	5.00	Some document were prepared for COD/COE application of BS Bio
S MFO 6: General Admninistration and Support								
	AMM & Faculty	100%	100%	5	5	5	5	No complaints received so far
PI 2: Additional outputs								
Number of management meetings attended	AMM & Faculty	6.0	7	5	5	5	5.00	
	AMM	6	7	5	5	5	5.00	Monthly meetings are conducted regularly. Special meetings are also called.
Number of recommendations made for the approval of the administration to enhance the unit's capabilities and better improve its	AMM	4	5	5	5	5	5.00	
Number of requests made for approval by the administration to address some academic/office concerns	AMM	2	2	5	5	5	5.00	
Number of Purchase requests made for materials/equipment needed for smooth laboratory and office operation	AMM & Admin Staff	5	10	5	5	5	5.00	
Number of job/letter requests made for the lecture/laboratory rooms and office maintenance	AMM	1	10	5	5	5	5.00	
PI 7: Number of well maintained laboratory/lecture rooms	EBB & JGahoy	8	8	5	5	5	5.00	
Number of well maintained comfort rooms for comfortable use of students, faculty and staff	EBB & JGahoy	5	5	5	5	5	5.00	
Percent of laboratory specimens properly collected for instructional purposes	EBB& BPV	90%	100%	5	5	4.5	5.00	
Number of exam papers properly memeographed and reproduced on time	EBB & BPV	1,000	3,000	5	5	5	5.00	
Number of laboratory/lecture guides reproduced on time	EBB & BPV	5	10	5	5	5	5.00	

	PI 1: Total FTE monitored	AMM & Faculty	50.00	277.12					
*****	PI 2: Number of curricular program compliant to CMO, approved and offered	AMM & Faculty	2	2	5	5	5	5.00	The BS Bio and BS Marine Bio curricula has been CHED noted last August 8, 2018.
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Number of documents acted upon promptly	BPV, JGahoy & AMM	25	30	5	5	5	5.00	
Laboratory Services								
Number of laboratory equipment properly maintained as functional	MPB & RV	35	40	5	5	5	5.00	
No. of glasswares/equipment dispensed	MPB & RV	55	100	5	5	5	5.00	
% of students & faculty served on time during the scheduled lab.	MPB & RV	85%	85%	5	5	5	5.00	
% of request for reagents prepared & issued during schedule lab.	MPB & RV	85%	85%	5	5	5	5.00	
% specimens collected & prepared before scheduled lab.	MPB & RV	90%	90%	5	5	5	5.00	
							224.49	
Total Over-all Rating  Average Rating							4.99	
Adjectival Rating							OUTSTANDING	

Received by:

Calibrated by:

Recommending Approval:

Approved:

PLANNING OFFICE

REMBERTO A. PATINDOL

PMT Chair

BEATRIZ S. BELONIAS
VP for Instruction

EDGARDO E. TULIN