



## OFFICE PERFORMANCE COMMITMENT &amp; 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

**Head**

Date \_\_\_\_\_

CANDELARIO L. CALIBO

Dean

Date:

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
Regular administrative staff		
GRAND TOTAL		283.78

[illegible]

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 & EKLSerifo 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 won the Best Poster (1st runner up) during the Scientific Conference in Biodiversity Symposium in CMU.
Number of trainings/seminar/workshop 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 from 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
<b>DBS MFO 3. RESEARCH</b>								
PI 1: Number of published papers in internationally indexed journals <i>refereed int'l journals</i> <i>refereed national journal</i>	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-reviewed journal. Dr. Belonias & Ms. HVOngy published articles in the Annals of Tropical Research



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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 AACUP accreditation
PI 2: Percentage of degree program compliant with CHED	AMM & Faculty	100%	100%	5	5	5	5.00	BS Bio and BS Marine Bio were evaluated 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
<b>DBS MFO 6: General Administration and Support</b>								
PI 1: Zero complaints from clients	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	
Number of management meetings conducted	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 mimeographed 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					
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	PI 1: Number of published papers in internationally indexed journals <i>refereed int'l journals</i> <i>refereed national journal</i>	AMM & Faculty	1	4.0	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-reviewed journal.

	Number of documents acted upon promptly	BPV, JGahoy & AMM	25	30	5	5	5	5.00	
	<b>Laboratory Services</b>								
	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	
Total Over-all Rating								224.49	
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**  
President