

$\frac{7}{11}$ 

Visayas State University  
College of Arts and Sciences  
LIBERAL ARTS AND BEHA  
Visca, Baybay City, Leyte

## OFFICE PERFORMANCE COMMITMENT &amp; REVIEW (OPCR)

1. GUINALDO C. FERNANDEZ, JR.  
be rated on the attainment of the following:

GUIRÁLDO C. FERNANDEZ, JR.

Department Head  
ite: \_\_\_\_\_

CANDELARIO L. CALIBO  
Dean, CAS  
Date:

Rating Equivalents:

- 5 - Outstanding
- 4 - Very Satisfactory
- 3 - Satisfactory
- 2 - Fair
- 1 - Poor

MFO No.	MFO Description	Success/Performance Indicator (PI)	TARGET	Units/Persons Responsible*	ACTUAL ACCOMPLISHMENT	Details of Accomplishments	Rating				Remark
							Quality	Efficiency	Timeliness	Average	
<b>UMOF1. ADVANCED EDUCATION SERVICES</b>											
	<b>OVP1 MFO1</b>	Graduate Degree Program Management Services									
		Pl.1 Graduate degree program monitored	2	APGRAVOSO, SRMartinez	2		5	5	5	5	MSLT, MEDenglish
		Pl.2 Total Graduate FTE Monitored	7	AGravoso; SRMartinez	13.78		5	5	5	5	
		Number of MS graduate courses taught per semester	4	APGRAVOSO; SRMARTINEZ	4		5	5	5	5	
		Pl.3 Percentage increase in number of graduate students enrolled	100%	APGRAVOSO; SRMARTINEZ	100%		5	5	5	5	
		Pl.4 Percentage increase in number of graduate students who graduated within prescribed period	100%		100%		5	5	5	5	
	<b>OVP1 MFO2</b>	Graduate Student Management Services					5	5	5	5	

		PI.1 Number of graduate students awarded with scholarships/ assistantships	none								
		PI.2 Percentage of graduate students awarded with scholarship/ assistantship who graduated within the prescribed period	none								
		PI.3 Number of graduate students awarded with honor/distinction upon graduation	none								
		PI.4 Number of graduate students advised	5	APGRAVOSO; SRMARTINEZ	6		5	5	5	5	MSLT and MedEnglish
UMFO 2. HIGHER EDUCATION SERVICES											
FO 1.	Curriculum Program Management Services										
		PI.1. Total Undergraduate FTE monitored	162	Regular DLABS Faculty	258.68		5	5	5	5	
			486	Part-time	1,158.65		5	5	5	5	
			12	Affiliate	27.95		5	5	5	5	
		PI.2. Number of undergraduate curricular program compliant to CMO approved and offered	1	All DLABS Faculty	1		5	5	5	5	
		PI.3. Number of existing curriculum proposal subjected to evaluation and compliant in CMO	none								
		PI.3 Average passing percentage in licensure examinations in mandated programs	n/a								
		PI.4 Number of undergraduate graduates in mandated programs graduated within the prescribed period	8	All DLABS Faculty	16		5	5	5	5	graduated last June 14, 2017
		PI.5 Percentage increase in the number of undergraduate students who graduated within the prescribed period	n/a								
		PI.6 Percentage increase in the number undergraduate students enrolled	95%	All DLABS Faculty	98%		5	5	5	5	
		PI.7 Number of academic/industry linkage established	none								
		PI.8 Number of students advised									
		On thesis/ field practice/special problem	8	APGravoso & SRMartinez	16		5	5	5	5	

	On consultation	at least 5 students per faculty	DLABS Faculty	7-8 students per faculty	5	5	5	5	
	On thesis data analyzing consultation	none							
	On dept based students' advised	100	DLABS Faculty	110	5	5	5	5	ABEL students
	PI.9 Number of student organizations advised/assisted								
	Academic Adviser	100 students	APGRavoso, CALvarez, DAcoritay	110	5	5	5	5	ABEL students
	Student organizations advised	2	DLABS Faculty	4	5	5	5	5	TOM, Tau Gamma, AB-EL, CAS-SSC
	Student organization assisted for student related activities	1	GFEmandez, APGRavoso, Jebit, GPNayre	1	5	5	5	5	AB-EL InfoDrive, CAC Culture & Arts Festival
	PI.10 Number of instructional materials developed								
	New syllabi(OBE), lecture manual, laboratory manual, course outline, new powerpoint	1	DLABS Faculty	1	5	5	5	5	
	Revised syllabi, lecture manual, laboratory manual, course outline	8	All DLABS Faculty	16	5	5	5	5	English, Social Science and Filipino subjects
	New Powerpoint lecture presentation (per course)	3	All DLABS Faculty	10					
	Number of grade sheets submitted on prescribed period	6-9 grade sheets per	All DLABS Faculty	6-9 grade sheets per	5	5	5	5	
	PI 11 Additional outputs								
	Number of student awards/honors received	none							
UMFO 3. RESEARCH SERVICES									
	PI.1 Number of published papers in internationally indexed journals	none							
	PI 2. Number of research outputs presented in regional/national/ int'l fora/conferences								
	In int'l. fora/conference	none							
	In referred nat'l. journals	none							
	In institutional journals	none							

	In nat'l. fora/conference	1	G Fernandez	1		✓	✓	✓	✓	Annual Philosophical Convention
	In reg'l. fora/conferences	none								
	In institutional fora conference	none								
	P1.3. Number of research projects conducted and/or completed on schedule									
	refereed international journal									
	refereed national journal									
	P1.4 Number of research proposals submitted	1	G Fernandez, JEbit	1		✓	✓	✓	✓	Indigenous Nation of Farmers and Fisheryfolk on Climate Change
	P1.5 Percent of research proposals approved	none								
	P1.6 Amount of research money generated from external funding	none								
	P1.7 Amount of research money generated from institutional funding	none								
	P1.8 Additional outputs	none								
	Number of research-related awards (faculty & student/faculty)	NONE								
<b>UMF-O 4. EXTENSION SERVICES</b>										
	P1.1 Number of person-days trained weighted by length of training									
	P1.2 Numbers of trainings/seminars conducted	2	G Fernandez, & DLABS Faculty	4		✓	✓	✓	✓	Workshop on Museum, Ecopoetry, Teacher's Training, Creative Writing
	P1.3 Number of IEC materials/techniques									
	P1.4 Number of beneficiaries served									
	Groups									
	Individuals	50	S RMartinez	200		✓	✓	✓	✓	Community Outreach in Mailhi
	P1.5 Number of technical/expert services									
	Research Mentoring	none								
	Peer reviewers/Panelist	none								

		Resource Persons	1	DDaño, AVillaber, Calvare, Gernandez, Jbagulaye, AlPalermo, others	4		✓	✓	✓	✓	Job Seeking Seminar, Teacher's Training, Creative Writing, Writeshop
		Convenor/Organizer	none								
		Consultancy	none								
		Evaluator	none								
		Trainer	1	GFernandez	1		✓	✓	✓	✓	CHED-New GE Curriculum Training at LNU
		Judge/Critic/Editor	1	DLABS Faculty	3		✓	✓	✓	✓	
		Pl.6 Number of extension projects conducted	1	GFernandez/Jebit	1		✓	✓	✓	✓	
		Pl.7 Number of extension proposals submitted	1	GFernandez/JEbit	2		✓	✓	✓	✓	
		Pl.8 Percent of extension proposals approved	100%	GFernandez/JEbit	1		✓	✓	✓	✓	
		Pl.9 Amount of extension money generated from external funding	none								
		Pl.10 Amount of extension money generated from institutional funding	none								
		Pl.11 Additional outputs									
		No. of extension-related awards (extrn conducted by faculty or student & faculty)	NONE								
UNFO 5. SUPPORT TO OPERATIONS (STO)											
MFO1. Faculty Development Services											
		Pl.1 Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted	6	GFernandez	12		✓	✓	✓	✓	CHED Scholars and VSU Fellowship Awardee
MFO2. Faculty Recruitment/Hiring Services											
		Pl.1 Number of faculty recruited/hired aligned with ISO standard	none								
MFO3. Faculty Evaluation Services											
		Pl.1 Number of seminars/trainings/ conventions/ workshops coordinated for entire university	none								
		Pl.2 Number of seminars/trainings/conventions/workshops coordinated outside of the university	none								

	PI.3. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	95%	All DLABS Faculty	99%		✓	✓	✓	✓	only 1 faculty got a rating of satisfactory
	PI.4 Number of in-house seminars/trainings/workshops/ reviews conducted attended	none								
	PI.3 Additional Outputs									
	Number of student evaluation administered by the administrative staff per semester	50 sections	GP Nayre, Rarabiana, Romalay	69		✓	✓	✓	✓	Assigned at DCE, DTE, DOM
	Number of trainings/workshops/ conferences attended to enrich teaching	2	Villaber, Fernandez, Daño, Meliton, Gravoso, Ebit, Palermo, Capulla, DePaz	9		✓	✓	✓	✓	
MFO4. Program and Institutional Accreditation Services										
	PI.1 Number of degree programs which passed accreditation/ evaluation at least Level I	none								
	PI.2 QMS on faculty recruitment, development	none								
	PI.3 Percentage of degree programs compliant with CHED	none								
	PI.4 Additional Outputs	none								
UMFO 6. GENERAL ADMINISTRATION AND SUPPORT SERVICES (GASS)										
	PI 1 Efficient and customer-friendly frontline service	no valid complaint	All DLABS Faculty & Staff	no complaint		✓	✓	✓	✓	
	PI.2 Additional Outputs/Best Practices									
	Number of university/college/dept. committees/boards/council chaired and coordinated	3	DLABS Faculty & Staff	5		✓	✓	✓	✓	
	Number of University-wide activities participated and facilitated	1	DLABS Faculty & Staff	3		✓	✓	✓	✓	Graduation, Culture & Arts Festival, CAS Anniv.
	Percentage of documents signed and approved	100%	DLABS Head	100%		✓	✓	✓	✓	Official documents
	Number of academic lecture/laboratory rooms maintained; faculty rooms, comfort rooms and office	28	Utility Workers	28		✓	✓	✓	✓	

		Number of equipment maintained	4	Utility Workers	11			5	5	5	5	5	Photocopier, Copyprinter, DLPs
Total Over-all Rating												205.00	
Average Rating												5.0	
Adjectival Rating												0	

Received by:


Calibrated by:

Recommending Approval:

Approved:

PLANNING OFFICE  
Date: \_\_\_\_\_

  
REMBERTO A. PATINDOL, Ph.D.  
Chairman, PMT  
Date: \_\_\_\_\_

  
BEATRIZ S. BELONIAS, Ph.D.  
Vice President for Instruction  
Date: \_\_\_\_\_

  
EDGARDO E. TULIN, Ph.D.  
President  
Date: \_\_\_\_\_