

Visayas State University
College of Agriculture and Food Science
DEPARTEMENT OF SOIL SCIENCE
Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, SUZETTE B. LINA, Head of the Department of Soil Science, 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 2017 to June 30, 2017.

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

| Personnel | Number | FTE/sem | FTE/Summer |
|--|--------|---------|------------|
| Department Head | 1 | 4 | 0.0 |
| Faculty w/ Univ. Designated Position (Dean) | 1 | | 0.0 |
| Regular Faculty (Vac. & Sick Leaves) | 3 | 8 | 0.0 |
| Regular Faculty (Study Leave and Sabbatical leave) | 2 | 0 | 0.0 |
| Regular Faculty (Teacher's Leave) | 0 | 18 | 0.0 |
| Part time Faculty Members/Affiliates | 4 | Actual | Actual |
| Admin Staff Members | 3 | 0 | 0.0 |

Rating Equivalents:

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

SUZETTE B. LINA

Department Head

Date: 12/11/2017

| MFO No. | MFO Description | Success/Performance Indicator (PI) | Units/Persons Responsible* | Target | Actual Accomplishment | Rating | | | | Remark |
|---------|-----------------------------|---|----------------------------|--------|-----------------------|---------|------------|------------|---------|---|
| | | | | | | Quality | Efficiency | Timeliness | Average | |
| MFO 1 | Advanced Education Services | PI 1. Number of FTE | Head, faculty, clerk | 25 | 45.33 | 5 | 5 | 5 | 5.00 | |
| | | PI 2. Number of graduate degree specializations offered and monitored | Head, clerk, faculty | 1 | 1.00 | 5 | 5 | 5 | 5.00 | MS Soil Science |
| | | PI 3. Number of graduate students enrolled in the department | Graduate Faculty | 8 | 15 | 5.0 | 5.0 | 5.0 | 5.00 | Magdarao, Durducun Galgo, Arbadononuev, Pedrosa, Binongo, Seretina, Oratz, Atup, Alesna, Cescante, Cumad, Mangbang, Bravo, Latras |

| | | | | | | | | | | |
|--|--|----------|---|---|-----|-----|-----|-----|------|-----------------|
| | PI.4 Number of graduate students who graduated within prescribed period | VBA, SBL | 1 | 2 | 5.0 | 5.0 | 5.0 | 5.0 | 5.00 | Ducducen, Galgo |
| | PI.5 Number of graduate students gainfully employed in line with his/her field | VBA | 1 | 2 | 5.0 | 5.0 | 5.0 | 5.0 | 5.00 | Ducducen, Galgo |

Graduate Student Management Services

| | | | | | | | | | | |
|-------|---------------------------|--|---------------------------|-------|---------|---|---|-----|------|--|
| | | PI1. Number of Graduate thesis outline approved | VBA, AAF, SBL | 1 | 2 | 5 | 5 | 5 | 5.00 | Ducducen, Galgo |
| | | PI2. Number of Graduate manuscripts approved | VBA, SBL | 1 | 2 | 5 | 5 | 5 | 5.00 | Ducducen, Galgo |
| | | PI3: Number of graduate students awarded with scholarship/ assistantship | VBA, SBL | 8 | 15 | 5 | 5 | 5 | 5.00 | Magdadero, Ducducen Galgo, Arhabdo Anonuey, Pedroza, Binongo, Serenina, Orail, Atup, Alesna, Cascante, Cunad, Managbanag, Bravo,Latras |
| | | PI 4. Number of graduate students advised and assisted | VBA, SBL and AAF | 8 | 15 | 5 | 5 | 5 | 5.00 | Magdadero, Ducducen Galgo, Arhabdo Anonuey, Pedroza, Binongo, Serenina, Orail, Atup, Alesna, Cascante, Cunad, Managbanag, Bravo,Latras |
| | | PI5: Percentage of graduate students awarded with scholarship/assistantship who graduated within prescribed period | VBA, SBL (GAC) | 1 | 2 | 5 | 5 | 5.0 | 5.00 | Ducducen, Galgo |
| MFO 2 | Higher Education Services | PI 1. Number of FTE coordinated and implemented | Head, DSS faculty & clerk | | | | | | | |
| | | | DSS faculty (regular) | 89.00 | 100.833 | 5 | 5 | 5 | 5.00 | |
| | | | Affiliate Staff & GTA | 15.00 | 35.1 | 5 | 5 | 5 | 5.00 | |
| | | PI 2. Number of degree of specialization compliant to CMO supervised and monitored | DSS Faculty, Head | 1 | 1 | 5 | 5 | 5 | 5.00 | BS-Soil Science |
| | | PI.3 Percentage increase in number of students who graduated within prescribed period | DSS faculty and Head | 6 | 8 | 5 | 5 | 5 | 5.00 | Binongo, Orail,Atup,Octba, Arhabdo, Linsag, Anane,Entuna |

Undergraduate Student Management Services

| | | | | | | | | | |
|--|---|------------------|---|---|---|---|---|------|--|
| | PI 1. Number of undergraduate thesis outline approved | Head,DSS faculty | 6 | 9 | 5 | 5 | 5 | 5.00 | Barbadillo, Guillen, Ang-aog, Estrellanes, Galvez, Dayondon, Paculaba, Munad, Tundag |
|--|---|------------------|---|---|---|---|---|------|--|

| | | | | | | | | | | |
|--|--|--|---------------------------|----|-------------|---|---|---|------|---|
| | | PI 2. Number of undergraduate student's manuscripts approved | Head, DSS faculty | 7 | 9 | 5 | 5 | 5 | 5.00 | Barbadillo, Guillen, Ang-aog, Estrellanes, Galvez, Dayondon, Paculaba, Munsad, Tundag |
| | | PI 3: Number of undergraduate students awarded with scholarship/ assistantship | Head, DSS faculty | 1 | 2 | | 5 | 5 | 5.00 | Barbadillo, Paculaba |
| | | PI 4: Number of undergraduate students awarded with scholarship/assistantship who graduated within prescribed period | Head, DSS faculty | 1 | 2 | | 5 | 5 | 5.00 | Barbadillo, Paculaba |
| | | Student advising and consultation services | | | | | | | | |
| | | PI 5. Number of academic advisees | Head, DSS faculty | 19 | 46 | 5 | 5 | 5 | 5.00 | 1st yr to 4th yr |
| | | PI 6. Number of student-related activities assisted | Head, DSS faculty & clerk | 10 | 22 | 5 | 5 | 5 | 5.00 | tree planting & overtime work during the conduct of thesis |
| | | PI 7. Number of instructional materials developed | | | | | | | | |
| | | <i>Revised syllabi</i> | | | | | | | | |
| | | <i>Revised lecture manual</i> | DSS faculty | 2 | 5 | 5 | 5 | 5 | 5.00 | SS 199A&SS 199C, Envi 114, SS 118, SS 24 |
| | | <i>Revised Lab. Manual</i> | DSS faculty | 1 | 2 | 5 | 5 | 5 | 5.00 | SS 118, Envi 114 |
| | | <i>New Powerpoint lecture presentation (per course)</i> | DSS faculty | 2 | 4 | 5 | 5 | 5 | 5.00 | SS 22, SS 199A, SS 116, Envi 114 |
| MFO3. Faculty Evaluation Services | | PI 1. Teaching Performance | DSS faculty | VS | Outstanding | 5 | 5 | 5 | 5.00 | All subjects |
| MFO 4 | | Research Services | | | | | | | | |
| | | PI 1. Number of published papers in internationally indexed journals | DSS faculty | | | | | | | |
| | | <i>In refereed int'l journals</i> | | 1 | 3.00 | 5 | 5 | 5 | 5.00 | VBASio |
| | | <i>In refereed nat'l journals</i> | DSS faculty | | | | | | | |
| | | <i>In institutional journals</i> | DSS faculty | | | | | | | |
| | | PI 2. Number of research outputs presented in regional/national/ int'l fora/conferences | | | | | | | | |
| | | <i>In int'l fora/conferences</i> | VBA, SBL, CMOQ | 1 | 3.00 | 5 | 5 | 5 | 5.00 | PSST, ACIAR |
| | | <i>In nat'l fora/conferences</i> | DSS faculty | | | | | | | |
| | | <i>In reg'l fora/conferences</i> | DSS faculty | | | | | | | |
| | | <i>In institutional fora/conferences</i> | DSS faculty | | | | | | | |
| | | PI 3. Number of research projects conducted and/or completed on schedule | VBA, AAF, SBL, CMOQ | 4 | 10.00 | 5 | 5 | 5 | 5.00 | |

| | | | | | | | | | | |
|-------|--|--------------------------|-----|-------|---|---|---|---|------|--|
| | PI 4. Number of research proposals submitted | VBA, SBL, CMOQ | 1 | 2.00 | 5 | 5 | 5 | 5 | 5.00 | PCIERD & SRA |
| | PI 5. Percent of research proposals approved | DSS faculty | 0% | 50% | 5 | 5 | 5 | 5 | 5.00 | SRA |
| | PI 6. Amount of research money generated from external funding (Thousand PHP) | VBA, SBL, CMOQ, AAF, BCJ | 5M | 11.6M | 5 | 5 | 5 | 5 | 5.00 | Other funding were reflected in Project Leader's PCR |
| | PI 7. Amount of research money generated from institutional funding (Thousand PHP) | VSU | 50K | 150K | 5 | 5 | 5 | 5 | 5.00 | VSU-Limestone Project |
| | PI 8. Additional outputs | | | | | | | | | |
| | No. of research-related awards (research conducted by faculty or student w/ faculty) | VBA, CMOQ | 1 | 3 | 5 | 5 | 5 | 5 | 5.00 | Publication award |
| MFO 5 | Extension Services | | | | | | | | | |
| | PI 1. Number of beneficiaries served | | | | | | | | | |
| | Groups | VBA, SBL, CMOQ, FPV, AML | 2 | 6 | 5 | 5 | 5 | 5 | 5.00 | |
| | Individuals | DSS faculty/lab tech | 200 | 300 | 5 | 5 | 5 | 5 | 5.00 | Visitors in lab |
| | PI 2. Number of extension projects conducted and/or completed on schedule | SBL, FPV, VBA | 2 | 4 | 5 | 5 | 5 | 5 | 5.00 | YLP, CASS Extension projects |
| | PI 3. Percent of extension proposals approved | SBL and FPV | 0 | 1 | 5 | 5 | 5 | 5 | 5.00 | CASS Extension projects |
| | PI 4. Amount of extension money generated from external funding (Thousand PHP) | SBL and FPV | 10K | 25K | 5 | 5 | 5 | 5 | 5.00 | CASS Extension projects (ATT) |
| | PI 5. Amount of extension money generated from institutional funding (Thousand PHP) | SBL and FPV | 25K | 50K | 5 | 5 | 5 | 5 | 5.00 | VSU-Tracer Study |
| | PI 6. Number of scholars managed under DOST-ASTHRD | VBA | 25 | 75 | 5 | 5 | 5 | 5 | 5.00 | DOST-ASTHRD scholars |
| | PI 7. Additional Inputs | | | | | | | | | |
| | Technical/ Expert services (international, national, regional) | | | | | | | | | |
| | | RDE reviewer/panelist | 2 | 4 | 5 | 5 | 5 | 5 | 5.00 | |
| | | Resource person | 2 | 3 | 5 | 5 | 5 | 5 | 5.00 | |
| | | Journal editor/reviewer | 1 | 4 | 5 | 5 | 5 | 5 | 5.00 | Scientific Writing Workshop |
| | | VBA, SBL | | | | | | | | Catenna, ATR |
| | PI. 8. Number of linkages forged | | | | | | | | | |
| | | International | 2 | 5 | 5 | 5 | 5 | 5 | 5.00 | ACIAR,SWISS Cocboards, Erasmus Mundus Program |
| | | VBA, SBL, AAF | | | | | | | | |

| | | National | Local | DA, BSWM | 1 | 3 | 5 | 5 | 5 | 5 | 5.00 | PCARRD |
|-----------------------------|--|---|--|----------|--------|---------|------|------|------|------|--|--|
| MFO 6 Support to Operations | | | | | | | | | | | | |
| | Faculty Development Services | | | | | | | | | | | |
| | | PI 1. Number of faculty pursuing advanced research degree programs (PhD.) facilitated, monitored & assisted | Ms. DeeJay S. Maranguit, | | 0 | 1 | 5 | 5 | 5 | 5 | 5.00 | |
| | | PI 2. Number of graduate teaching assistant recruited | Serenina | | 0 | 1 | 5 | 5 | 5 | 5 | 5.00 | |
| MFO 7 | General Admin. & Support Services (GASS) | PI 1. Number of departments and/or service units supervised and monitored | DSS Head | | 1 | 1 | 5 | 4.5 | 4.75 | 4.75 | | |
| | | | DSS Head | | 12 | 18 | 5 | 5 | 5 | 5 | 5.00 | |
| | | | DSS head, clerk | | 50 | 3000 + | 5 | 5 | 5 | 5 | 5.00 | Office docs |
| | | | Faculty, lab tech, utility,JO | | 5 | 7 | 4.75 | 5 | 5 | 4.92 | | |
| | | | utility,JO | | 200sqm | 500 sqm | 5 | 5 | 5 | 5.00 | | |
| | | | Students' CR | | 1 | 2 | 4.85 | 4.85 | 4.85 | 4.85 | | |
| | | | Head, DSS faculty & staff | | 4 | 8 | 5 | 5 | 5 | 5 | 5.00 | Meeting with faculty, meeting with APC and APC |
| | | PI 7. Number of EXECOM meetings attended | Dean, Head | | 2 | 4 | 5 | 5 | 5 | 5.00 | Regular and emergency meeting | |
| | | PI 8. Number of College/University meetings attended | DSS faculty involved in Univ. Committees | | 5 | 20 | 5 | 5 | 5 | 5.00 | Accreditation, QAC, meeting at OP, etc UAC | |
| | | PI 9. Number of committee membership | DSS faculty, Head | | 5 | 12 | 5 | 5 | 5 | 5.00 | AACUP-University Scholarship-College level, Department-based Comm. | |
| | | PI 10. Number of office and laboratory equipment requested and purchased | Head, Clerk, VBA | | 3 | 4 | 5 | 5 | 5 | 5.00 | LCD, electric fans, aircon unit, ovens | |
| | | PI 11. Editor in Chier of Univ. Journal | VBA | | 10 | 33 | 5 | 5 | 5 | 5.00 | Reviewed and edited articles; facilitated in assigning reviewers, printing and reproduction of ATR Journal | |
| | | PI 12. Coordinator of scholarship programs | VBA | | 1 | 3 | 5 | 5 | 5 | 5.00 | Mundus] and DOST ASTHRDP scholarship; Monitoring of scholars; coordinate with EU partners; | |
| | | PI 13. Number of scholars monitored under DOST and Erasmus Mundus | VBA, DOST project staff | | 55 | 76 | 5 | 5 | 5 | 5.00 | Monitor scholars in terms of their academic performance and thesis | |

| | | | | | | | | | | |
|-----------------------|--|---|-------------------------------------|---------------|---------------|---|-----|------|------|--|
| | | Pl 14. Number of field workers supervised | Head, Field coordinator & Assistant | 3 | 6 | 5 | 4.5 | 4.75 | 4.75 | |
| | | Pl 15. number of field activities supervised | Head, Field coordinator & Assistant | 4 | 10 | 5 | 5 | 5 | 5.00 | Land preparation, harvesting, field maintenance, marketing |
| | | Pl 16. Zero percent complaint from clients served | | 0 % complaint | 0 % complaint | 5 | 5 | 5 | 5.00 | All Facility & Staff |
| Total Over-all Rating | | | | | | | | | | |
| Average Rating | | | | | | | | | | |
| Adjectival Rating | | | | | | | | | | |
| 319,267 | | | | | | | | | | |
| 4.989 | | | | | | | | | | |
| OUTSTANDING | | | | | | | | | | |

Received by:

Calibrated by:

DANIEL M. TUDTUD JR.

REMBERTO A. PATINDOL

VPRGEA

Chairman, PMT

Date: _____

Date: _____

Recommending Approval:

Approved:

BEATRIZ S. BELONIAS, Ph.D.

EDGARDO E. TULIN, Ph.D.

VP for Instruction

President

Date: _____

Date: _____

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