



VISAYAS
STATE UNIVERSITY

DEPARTMENT OF
**FOOD SCIENCE &
TECHNOLOGY**



OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, **LYNETTE C. CIMAFRANCA**, Head of the Department of Food Science and Technology (DFST), commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January - June 2024.

LYNETTE C. CIMAFRANCA

Department Head

Date: July 12, 2024

SUZETTE B. LINA

College Dean

Date: 07/12/24

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

Total FTE
(1x2)

| <i>Personnel</i> | <i>Number (1)</i> | <i>Min. FTE (2)</i> | <i>Publication</i> | <i>Extension</i> |
|--------------------------------------|---------------------|---------------------|--------------------|------------------|
| Department Head | 1 | 15.6 | | |
| Faculty w/ Univ. Designated Position | 8 | 35.92 | | |
| Regular Faculty (VSL)* | 8 | 225.62 | | |
| Regular Faculty (TLS)* | | | | |
| Part time Faculty | | - | | |
| Affiliate Staff | 4 | 32.79 | | |
| Admin Staff Members | 2 Admin 7 (SRAs) | | | |
| | 30 | 309.93 | | |

TOTAL:

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 be 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 | Targets | Details of Accomplishments (Jan. June 2024) | Rating | | | | Remark (Details of the targetted output) |
|---------|------------------------------------|--------------------------------------------------------------------------------------|---------------------------|--------------------|---------------------------------------------|---------|------------|------------|---------|-------------------------------------------------------------------------------|
| | | | | | | Quality | Efficiency | Timeliness | Average | |
| MFO 1 | ADVANCED EDUCATION SERVICES (20%) | | | | | | | | | |
| | 1 | Increase enrolment in graduate distant education program | | | | | | | | |
| | | 1.1. Percent increase enrolment of extramural students (graduate distance education) | All Graduate Faculty | NA | | | | | | |
| | | 1.2. Number of new attractive extramural programs proposed | All Graduate Faculty | NA | | | | | | |
| | 2 | Increase enrolment of graduate international students | | | | | | | | |
| | | 2.1. Number of new international graduate students enrolled | All Graduate Faculty | | | | | | | |
| | 3 | Increase enrolment in graduate programs | | | | | | | | |
| | | 3.1. Percent increase in graduate students enrolled | All Graduate Faculty | (1 student) 20% | 0 | | | | | 1st Sem 2023-2024-(Gofredo, Tabada, Perez) 2nd Sem 2023-2024 (Escolar, A.) |
| | 4 | Teach Graduate Courses | | | | | | | | |
| | | 4.1 Total FTE monitored | All Faculty | 15 | 6.67 | 5 | 5 | 5 | 5.00 | 2nd Sem SY 2023-2024 |
| | 5 | Offer new programs and/or revise existing one | | | | | | | | |
| | | 5.1 Number of new or revised curricular proposals submitted | All Faculty | 0 | 1 | 5 | 5 | 5 | 5.00 | MSFST |
| | | 5.2 Number of new or revised proposals approved by UCC | All Faculty | 0 | | | | | | |
| | | 5.3 Number of new degree programs implemented | All Faculty | 1 | 0 | | | | | None for 2nd Sem Sy 2023-2024 |
| | 6 | Increase percentage of graduate students graduating within prescribed period | | | | | | | | |

| | | | | | | | | | | | |
|-------------|----------------------------------|-----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|-------------|---------------------|---------------------|---|---|---|------|------------------------------------------------------------------------------|
| | | 6.1 | Percentage increase in number of graduate students who graduated within prescribed period | All Faculty | 1 | 0 | | | | | |
| MFO2 | HIGHER EDUCATION SERVICES | | | | | | | | | | |
| | 7 | Increase the performance of graduates in licensure exams | | | | | | | | | |
| | | 7.1 | Percentage passing of first time takers | All Faculty | 60% | None in this period | | | | | |
| | | 7.2 | Percentage of programs with board exams with passing rate above the national (first time takers) | All Faculty | 60% | None in this period | | | | | BSFT program |
| | 8 | Increase employability of graduates 2 years prior | | | | | | | | | |
| | | 8.1 | Percentage of graduates employed | All Faculty | 82% | 96.43% | 5 | 5 | 5 | 5.00 | Graduates of Year 2022 - 27 employed out of 28 graduates |
| | 9 | Increase enrolment of undergraduate students in CHED and RDC-identified programs | | | | | | | | | |
| | | 9.1 | Percentage of students enrolled | All Faculty | (7 students) 10% | 2.74% | 5 | 5 | 5 | 5.00 | 1st Year of School yr 2024-2025 and 1st year of SY 2023-2024 (75-73/73)x 100 |
| | 10 | Teach Undergraduate courses | | | | | | | | | |
| | | 10.1 | Total FTE monitored | All Faculty | 130 | 240.49 | 5 | 5 | 5 | 5.00 | |
| | 11 | Monitor undergraduate degree programs implementation | | | | | | | | | |
| | | 11.1 | Number of graduate degree programs/specializations offered and monitored | All Faculty | 1 | 1 | | | | | BSFT |
| | 12 | Increase number of students graduating with honors/distinction | | | | | | | | | |
| | | 12.1 | Number of students awarded with honors/distinction | All Faculty | 1 | None in this period | | | | | Batch 2024No data for 2024 graduates yet |

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|------|-----------------------|---------------------------------------------------------------------------|---------------------------------------------------------------------------------|-------------|-----|--------|---|---|---|------|--------------------------------------------------------------------------------|
| | 13 | Produce teaching-learning materials for efficient delivery of instruction | | | | | | | | | |
| | | 13.1 | Percentage of courses offered with approved course syllabi | All Faculty | 95% | 100% | 5 | 5 | 5 | 5.00 | All subjects offered in 2nd SemSY 2023-2024 |
| | | 13.2 | Percentage of courses offered with approved lms | All Faculty | 43% | 43% | 5 | 5 | 5 | 5.00 | 9 out of 21 courses offered 2nd Sem AY 2023-2024 |
| | 14 | Improve the graduation rate of undergraduate students | | | | | | | | | |
| | | 14.1 | Percentage of undergraduate students who graduated within the prescribed period | All Faculty | | 15.25% | 5 | 5 | 5 | 5.00 | 59 students enrolled in 1st Sem 2020-2021, 9 graduated in 2nd Sem SY 2023-2024 |
| | 15 | Improve delivery of instruction services | | | | | | | | | |
| | | 15.1 | Number of curricular reviews conducted | All Faculty | 3 | 3 | 5 | 5 | 5 | 5.00 | Dept. Level, College Level & Univ Level |
| | | 15.2 | Number of IMs reviewed by the CCC | | | | | | | | |
| | | 15.3 | Number of course syllabi and TOs reviewed and approved | All Faculty | 18 | 13 | 5 | 5 | 5 | 5.00 | 13 TOS for 2nd Sem SY 2023-2024 |
| MFO5 | SUPPORT TO OPERATIONS | | | | | | | | | | |
| | 16 | Increase graduation rate fo faculty-scholars | | | | | | | | | |
| | | 16.1 | Number of faculty scholars who graduated | All Faculty | 0 | | | | | | |
| | 17 | Obtain accreditation for all graduate program | | | | | | | | | |
| | | 17.1 | Number of programs accredited at least 1 level | All Faculty | 2 | 2 | 5 | 5 | 5 | 5.00 | BSFT & MSFST |
| | 18 | Instructional materials approved by the UIMRC | | | | | | | | | |
| | | 18.1 | Number of instructional materials approved | All Faculty | 2 | | | | | | |
| | 19 | Increase the percentage of graduate faculty pursuing PhD | | | | | | | | | |

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|--|----|--------------------------------------------------------------------|----------------------------------------------------------------------|----------------------|-----|------|---|---|---|------|---------------------------------------------------------------------------------------------------------------------------|
| | | 19.1 | Percentage of graduate faculty | ICPMesias or JBCerna | 1 | | | | | | Depending on the approval of the external scholarship |
| | 20 | Obtain COPC of graduate program | | | | | | | | | |
| | | 20.1 | Number of programs with COPC | All Faculty | 1 | 1 | 5 | 5 | 5 | 5.00 | MSFST |
| | 21 | Increase the percentage of graduate students enrolled on schedule | | | | | | | | | |
| | | 21.1 | Percentage of graduate students enrolled on schedule | All Graduate Faculty | 50% | 100% | 5 | 5 | 4 | 4.67 | 2nd Sem SY 2023-2024 |
| | 22 | Increase number of students with scholarships/assistantships | | | | | | | | | |
| | | 22.1 | Number of graduate students awarded with scholarships/assistantships | All Graduate Faculty | | 5 | 5 | 5 | 5 | 5.00 | Medellin, J, Gofredo, J., Ladrillo, MW., Espinosa, S., Escobar, A. (5 out of 8) |
| | 23 | Obtain COPC of undergraduate programs | | | | | | | | | |
| | | 23.1 | Number of program with COPC | All Faculty | NA | | | | | | No COPC award on this reckoning period. BSFT & MSFST are currently holding CHED COPC. Application is yet to be submitted. |
| | 24 | Obtain accreditation for all undergraduate programs | | | | | | | | | |
| | | 24.1 | Number of programs accredited at least 1 level | All Faculty | 1 | 1 | 5 | 5 | 5 | 5.00 | Awaitin Level IV award from AACUP |
| | 25 | Increase percentage of undergraduate students enrolled on schedule | | | | | | | | | |
| | | 25.1 | Percentage of undergraduate students enrolled on schedule | All Faculty | 50% | 89% | 5 | 5 | 5 | 5.00 | 209 enrolled on time out of 234 |

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| 26 | Improve teaching performance of faculty members | | | | | | | | | | |
| 26.1 | Percentage of faculty rated at least VS in the Teaching performance evaluation by student | All Faculty | 90% | | | | | | | | No TPES released for 2nd Sem SY 2023-2024 period |
| 26.2 | Percentage of faculty rated at least VS by supervisor | All Faculty | 90% | 100% | 5 | 5 | 5 | 5.00 | | | 2nd Sem SY 2023-2024 |
| 27 | Smooth enrolment of students in the subsequent semester | | | | | | | | | | |
| 27.1 | Percentage of courses offered with final grades submitted within the allowable period | All Faculty | 60% | 60.71% | 5 | 5 | 4 | 4.67 | | | 2nd Sem SY 2023-2024 (17 submitted ontime out of 28 gradesheets |
| 28 | Improve competence of faculty in teaching, research and other functions | | | | | | | | | | |
| 28.1 | Number of faculty pursuing advance degrees | ICPM or JBC | 1 | | | | | | | | Application in progress |
| 28.2 | Number of faculty scholars who completed their advance degrees | | 0 | | | | | | | | |
| 28.3 | Number of faculty granted with external scholarship | | 0 | | | | | | | | |
| 28.4 | Number of faculty granted with internal scholarship/fellowship | | 0 | | | | | | | | |
| 28.5 | Number of faculty granted with sabbatical leave | LAGalvez | 1 | | | | | | | | |
| 28.6 | Number of faculty granted with post-doctoral leave | | 0 | | | | | | | | |
| 28.7 | Number of faculty sent to trainings, seminars and conferences | All DFST Faculty | 7 | 8 | 5 | 5 | 5 | 5.00 | | | EBCayetano, ICEmnace, LAGalvez, ICCimafranca, JBCerna, ICPMesias, JAMabuto, LMVValdevieso |
| 29 | Comply with CSC, CHED and PRC qualification requirements | | | | | | | | | | |

[illegible]

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|-------------|--------------------------------------------|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|-----------------------------------|------|------|---|---|---|------|------------------------------------------------------------------------------------------|
| | | 34.1 | Number of classrooms and lab rooms constructed and/or renovated | All DFST Faculty | 1 | 11 | 5 | 5 | 5 | 5.00 | 7 faculty offices, 1 research office 1 admin Office, 1 Pilot Plant Lobby, 1 office lobby |
| | 35 | Promptly release the TPES summary result as input for coaching and mentoring activities | | | | | | | | | |
| | | 35.1 | Percentage of TPES summary results released on or before the end of the midterm exams of the succeeding semester | | NA | | | | | | |
| | 36 | Improve overall work performance of faculty members | | | | | | | | | |
| | | 36.1 | Percentage of faculty members evaluated by their supervisors | Dept. Head | 90% | 100% | 5 | 5 | 5 | 5.00 | 2nd Sem SY 2023-2024 |
| MFO6 | GENERAL ADMINISTRATION AND SERVICES | | | | | | | | | | |
| | 37 | Efficiently utilize the allocated budget from regular agency fund (GAA) | | | | | | | | | |
| | | 37.1 | Percentage budget utilization | Dept. Head | 100% | | | | | | No data yet |
| | 38 | Efficiently utilize allocated internally generated fund | | | | | | | | | |
| | | 38.1 | Percentage budget utilization | All DFST Faculty | 50% | | | | | | No data yet |
| | 39 | Efficiently deliver needed services | | | | | | | | | |
| | | 39.1 | Number of departments/institute/offices supervised | Dept. Head & JAM | 1 | 2 | 5 | 5 | 5 | 5.00 | FTL, DFST |
| | | 39.2 | Number of management meetings conducted | Dept. Head | 8 | 5 | 5 | 5 | 5 | 5.00 | Dept.'s Meetings |
| | | 39.3 | Number of committee meetings conducted | Dept. Head | 8 | 1 | 5 | 5 | 5 | 5.00 | FVC |
| | | 39.4 | Number of routinary documents acted | Dept. Head & Admin Staff | 50 | 116 | 5 | 5 | 5 | 5.00 | |
| | | 39.5 | Number of requests acted | Dept. Head & Admin Staff, FTL Lab | 20 | 85 | 5 | 5 | 5 | 5.00 | FTL analysis, student's request |
| | | 39.6 | Number of memoranda prepared | Dept. Head | 5 | 27 | 5 | 5 | 5 | 5.00 | 1 memo, 26 letter requests |
| | | 39.7 | Percentage of IFWs submitted to OVPAA September 30 | Dept. Head & Admin Staff | 15% | 100% | 5 | 5 | 5 | 5.00 | 2nd Sem SY 2023-2024 |

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|-------------|--------------------------|------------------------------------------------------------------------------------------------------|-----------------------------------|------|------|---|---|---|------|-------------------------------------------------------------------------------------------|
| | 39.8 | Percentage of "Report of Actual Teaching Load" submitted to OVPAA 30 days after the start of classes | Dept. Head & Admin. Staff | 100% | 100% | 5 | 5 | 5 | 5.00 | 2nd Sem SY 2023-2024 |
| | 39.9 | Percentage of faculty and staff submitted a DTR every month | All Faculty and Admin. Staff | 100% | 100% | 5 | 5 | 4 | 4.67 | January-June 2024 |
| | 39.1 | Percentage of complaints, if any, addressed on time | All Faculty & Staff | 100% | | | | | | |
| | 39.11 | Percentage of action plans implemented and monitored as scheduled | All DFST Faculty | | | | | | | |
| | 39.12 | Monthly accomplishment report submitted on time | Dept. Head, All Faculty and Staff | 10 | 6 | 5 | 5 | 5 | 5.00 | Dept. Head's Accompl. |
| MFO3 | RESEARCH SERVICES | | | | | | | | | |
| | 40 | Increase the international publication outputs of faculty members | | | | | | | | |
| | 40.1 | Number of Scopus, WoS and ACI publications and other reputable journals | DFST Faculty | 1 | | | | | | |
| | 41 | Increase the number of research outputs completed | | | | | | | | |
| | 41.1 | Number of outputs | DFST Faculty | 1 | 1 | 5 | 5 | 5 | 5.00 | Emergency Food Packs |
| | 42 | Enhance the research competence of faculty | | | | | | | | |
| | 42.1 | Number of research proposals submitted | DFST Faculty | 1 | 4 | 5 | 5 | 5 | 5.00 | ICPMesias-2, JBC, LCC & JAM-2 |
| | 42.2 | Number of research proposals approved | DFST Faculty | 1 | | | | | | |
| | 42.3 | Number of approved research projects/studies implemented | DFST Faculty | 2 | 7 | 5 | 5 | 5 | 5.00 | Tilanggit, Emergency Food Packs, NSIC Cassava, Tableya/Soya, Dairy, Coconut Food Products |
| | 42.4 | Amount of research money obtained from external source | DFST Faculty | | | | | | | |

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|------|--------------------|---------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|--------------|------|---------------|---|---|---|------|-------------------------------------------------------------------------------------------|
| | | 42.5 | Amount of research money obtained from internal sources | DFST Faculty | 100k | 10,305,180.00 | 5 | 5 | 5 | 5.00 | Tableya, Tilanggit, NSIC Cassava, Dairy |
| | | 42.6 | Number of research outputs presented in: | | | | | | | | |
| | | | a. International | DFST Faculty | 1 | | | | | | |
| | | | b. National | DFST Faculty | 1 | | | | | | |
| | | | c. regional or institutional conferences | DFST Faculty | 2 | 5 | 5 | 5 | 5 | 5.00 | Technology Pitching: EBCayetano, Rdlauzon, LAGalvez, ICPMesias, JBCerna |
| | | 42.7 | Number of patent applications | DFST Faculty | | 1 | 5 | 5 | 5 | 5.00 | EBCayetano (Milk) |
| | | 42.8 | Number of patents approved | DFST Faculty | | | | | | | |
| | | 42.9 | Number of creative works published | DFST Faculty | | | | | | | |
| | | 42.10 | Number of research articles derived from approved research in the university, submitted | DFST Faculty | | | | | | | |
| | | 42.11 | Number of research articles derived from approved research in the university, published | DFST Faculty | | | | | | | |
| MFO4 | EXTENSION SERVICES | | | | | | | | | | |
| | 43 | Increase the research outputs utilized by the industry or by other beneficiaries | | | | | | | | | |
| | | 43.1 | Number of research outputs | DFST Faculty | 1 | 3 | 5 | 5 | 5 | 5.00 | Jackfruit Vacuum fried, SPBeverage, SP Chips |
| | 44 | Engage in active partnership with LGUs, industries, NGOs, NGAs, SMEs and other stakeholders as a result of extension activities | | | | | | | | | |
| | | 44.1 | Number of MOUs/MOA | DFST Faculty | 2 | 2 | 5 | 5 | 5 | 5.00 | GAWA, LGU Ormoc |
| | 45 | Increase the number of trainees weighted by the length of training | | | | | | | | | |

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|--|----|------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|----------------------------------|-----|--------|---|---|---|------|-------------------------------------------------------------------|
| | | 45.1 | Number of trainees weighted by the length of training | DFST Faculty | 150 | 189.25 | 5 | 5 | 5 | 5.00 | High Fiber Meat Processing, Food Value Chain, Dried Fish Training |
| | 46 | Undertake extension programs and projects consistent with VSUs mandated and priority programs | | | | | | | | | |
| | | 46.1 | Number extension programs projects conducted | LCCimafranca, ICEmnace, LAGalvez | 1 | 1 | 5 | 5 | 5 | 5.00 | Strengthening Skills |
| | 47 | Increase the percentage of beneficiaries who rated the training course as satisfactory or higher in terms of quality and relevance | | | | | | | | | |
| | | 47.1 | Percentage beneficiaries who rated the training course as satisfactory or higher in terms of quality and relevance | All DFST Faculty | 95% | 100% | 5 | 5 | 5 | 5.00 | |
| | 48 | Enhance extension competence of the faculty | | | | | | | | | |
| | | 48.1 | Number of extension proposals submitted | DFST Faculty | 1 | 1 | 5 | 5 | 5 | 5.00 | Strengthening Skills |
| | | 48.2 | Number of extension proposals approved | DFST Faculty | 1 | 1 | 5 | 5 | 5 | 5.00 | Strengthening Skills |
| | | 48.3 | Number of approved extension projects implemented | DFST Faculty | 1 | 1 | 5 | 5 | 5 | 5.00 | Strengthening Skills |
| | | 48.4 | Number of extension outputs presented in: | | | | | | | | |
| | | | a. International | DFST Faculty | | | | | | | |
| | | | b. National | DFST Faculty | | | | | | | |
| | | | c. regional or institutional conferences | DFST Faculty | 1 | | | | | | |
| | | 48.5 | Number of extension activities conducted | DFST Faculty | 5 | 4 | 5 | 5 | 5 | 5.00 | |
| | | 48.6 | Number of trainings, seminars and for a conducted | DFST Faculty | | 4 | 5 | 5 | 5 | 5.00 | |
| | | 48.7 | Number of expert services rendered: | | | | | | | | |
| | | | a. peer reviewer of journal/book | EBCayetano, LCCimafranca | | 2 | 5 | 5 | 5 | 5.00 | |
| | | | b. reviewer of research and extension proposals | LCCimafranca, LAGalvez | | 3 | 6 | 5 | 5 | 5.00 | |

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|-----------------------|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-----|------------|---|---|---|-------------|-----------------------------------------------|
| | | c. resource speaker/person (panelist, discussant, judge in academic and research competition, moderator in conferences, convenor, organizer, facilitator) | DFST Faculty & Staff | 5 | 15 | 5 | 5 | 5 | 5.00 | FVC as facilitator, LCC as overall organizer |
| | 48.8 | Number of IEC materials developed | DFST Faculty | 1 | | | | | | |
| | 48.9 | Number of IEC materials distributed | DFST Faculty | 1 | | | | | | |
| | 48.10 | Number of extension articles derived from approved extension in the university, submitted | College Dean & Dept. Heads | | | | | | | |
| | 48.11 | Number of extension articles derived from approved extension in the university published | College Dean & Dept. Heads | | | | | | | |
| | 48.12 | Amount of money obtained from external sources | College Dean & Dept. Heads | | 408,088.00 | 5 | 5 | 5 | 5.00 | Food Value Chain (FVC) |
| | 48.13 | Amount of money obtained from internal sources | DFST Faculty | 45k | 45K | 5 | 5 | 5 | 5.00 | Strengthening Skills |
| | 49 | Share best practices to other institutions | | | | | | | | |
| | 49.1 | Number of external institutions/agencies conducting benchmarking activities served | | | 1 | | | | | Central Bicol State University of Agriculture |
| Total Over-all Rating | | | | | | | | | 298.35 | |
| Average Rating | | | | | | | | | 4.97 | |
| Adjectival Rating | | | | | | | | | Outstanding | |

Received by:


TONI MARC L. DARGANTES

Planning Office

Date: JUL 15 2024

Calibrated by:


ELWIN JAY V. YU

Chairman, PMT

Date: 7-15-24

Approved:


PROSE IVY G. YEPES

University President

Date: 09/06/24

* The College target should be equal to the consolidated target of the departments under the College.

** To indicate in the remarks column the details of the targetted outputs for easy review and calibration.

*** No percentage weight for ranking purposes since the Office of the Dean is automatically attached to the highest ranking department under him.