



ACCREDITING AGENCY OF CHARTERED COLLEGES
AND UNIVERSITIES IN THE PHILIPPINES (AACCUP), INC.

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SUMMARY OF FINDINGS AND RECOMMENDATIONS

SUC: COTABATO STATE UNIVERSITY

ADDRESS: Sinsuat Avenue, Cotabato City

CAMPUS: Sinsuat Avenue Campus

PROGRAM: Bachelor of Science in Computer Science

TYPE OF SURVEY: 1st Survey

DATE OF SURVEY: November 11 – 15, 2024

AREA OF ACCREDITATION	STRENGTHS	AREAS NEEDING IMPROVEMENT	RECOMMENDATIONS
AREA I: VISION, MISSION, GOALS, AND OBJECTIVES	<ol style="list-style-type: none"> 1. VMGO is approved by Board of Regents. 2. Systematic process for determining VMGO is in place. 3. Vision and mission statements align with institutional mandates and future aspirations. 4. Clearly stated goals consistent with the mission. 5. VMGO is visible in various communication channels (bulletins, catalogs). 6. High participation from stakeholders in VMGO review and revisions. 7. Strong congruency between VMGO and institutional practices. 	<ol style="list-style-type: none"> 1. Mission statement partially reflects all statutory mandates. 2. Objectives need refinement for specific outcomes, particularly in technical skills and critical thinking areas. 3. Limited awareness and acceptance among some stakeholders (students, alumni). 4. Consistency in dissemination across departments could be improved. 	<ol style="list-style-type: none"> 1. Conduct regular consultations to fully align mission with statutory mandates. 2. Refine program objectives to more specifically emphasize skill sets and competencies needed may be considered. 3. Increase VMGO dissemination through digital platforms and frequent engagement activities with alumni and student bodies. Schedule periodic assessments on VMGO to maintain consistency across all units and among external partners. 4. Ensure regular updates and feedback collection.

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AREA II: FACULTY	<ol style="list-style-type: none">There exist an approved and updated Faculty Manual that provides policies, guidelines for the exercise of their rights and in the performance of their duties and responsibilities.Faculty members are aligned with their baccalaureate degrees and have a strong desire to pursue graduate education (Masters and Doctorate) relevant to their field of discipline.	<ol style="list-style-type: none">Limited instructional materials developed by faculty is evident as reflected in the references of the attached course syllabi.There is no presented specific Faculty Development Plan (FDP) for faculty of the department.Some of the benchmark statements don't have any attachments.Packaging of documents is wanting.	<ol style="list-style-type: none">Copyrighting of the well-designed, faculty-authored and duly evaluated IMs for all core and professional courses in the BSCS curriculum is highly encouraged. This would also be beneficial for faculty members who are subjecting themselves for faculty position reclassification as per CHED-DBM JC 03 Series of 2022.Preparation of a comprehensive Faculty Development Plan (FDP) specific for the college/program that is aligned with the FDP of the University is highly recommended to ensure faculty qualifications standards are being enhanced in the delivery of the curriculum.Relevant and substantive document evidence is strongly recommended to be attached in all applicable benchmark statement. Documentation may also be improved.When filing documents, the following may be considered:<ul style="list-style-type: none">- Clarity of copies to be filed.- Clear pictures with caption be posted for aesthetic purposes.- Documents properly signed by authorities for it to be official and legally binding.

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AREA III: CURRICULUM AND INSTRUCTION	<ol style="list-style-type: none">1. The BSCS program meets the requirements and standards as evidenced by the presence of Certificate of Program Compliance (COPC) issued by the Commission of Higher Education.2. OBEEdized course syllabi are evident and are available in filing physically and digitally	<ol style="list-style-type: none">1. A review of teachers' Instructional Materials has not been conducted to improve their quality.2. Evidence showing attendance of faculty members to trainings and seminar workshops which could help them acquire knowledge about current trends in computer science and improve their teaching competence is very limited.3. Graduate study presented lacks substantive information about the whereabouts of their alumni.4. A curriculum review has not been done to include the current and emerging trends in the field of computer science with the participation of stakeholders.	<ol style="list-style-type: none">1. An Instructional Material Review Committee may be constituted to conduct periodic evaluation of faculty-authored IMs, thereby, ensuring that materials used by faculty in teaching are duly evaluated and approved for its utilization.2. Attendance of faculty to attend training and seminar-workshop which are relative to BSCS program may be supported by the administration.3. Conduct of a graduate study that is specific to BSCS program is highly recommended to elicit actual data of alumni's whereabouts as employability of the graduates is the main indicator of success in the delivery of the curriculum.4. Review and enhancement of the BSCS curriculum may also be considered to respond to the changing needs and demands of rapidly evolving industry.

		<p>5. Packaging of documents is wanting</p>	<p>5. When filing documents, the following may be considered:</p> <ul style="list-style-type: none">- Clarity of copies to be filed.- Clear pictures with caption be posted for aesthetic purposes.- Documents properly signed by authorities for it to be official and legally binding.
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AREA IV: SUPPORT TO STUDENTS	<ol style="list-style-type: none">1. Strong foundation in student services and development.2. Active implementation of student support programs.3. SSP Aligned with institutional goals.	<ol style="list-style-type: none">1. Ratio of Guidance Counselors to students.2. Maintenance and confidentiality of counseling records.3. Career counseling follow-up and referrals for students.4. Admission requirements for students with disabilities.5. Financial assistance for student economic ventures.6. Retention policies and career tracking.	<ol style="list-style-type: none">1. The university is encouraged to hire additional guidance counselors to meet the recommended ratio.2. Strengthen confidentiality and record management practices.3. Implement structured follow-up for career placements.4. Enhance accessibility for students with disabilities.5. Increase awareness and assistance for economic ventures.6. Implement alumni networking and tracking of career paths post-graduation.

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AREA V: RESEARCH	<ol style="list-style-type: none">1. The institution's research agenda is in consonance with the regional and national development thrusts which are articulated in the priorities of concerned government agencies like DOST, CHED, NEDA and etc.2. Faculty researchers are well-incentivized to motivate them to engage in research.	<ol style="list-style-type: none">1. Some recommendations of the previous survey visit were not fully complied.2. Conduct of the formulation of program research agenda with participation of stakeholders is not evident.3. Some sample researchers conducted by BSCS faculty and students are not aligned to the program being surveyed.	<ol style="list-style-type: none">1. Full compliance with the following recommendations during the previous survey visit is highly recommended.<ul style="list-style-type: none">- Production of utility models related to BS Computer Science is highly recommended.- Formulate research agenda for BSCS program to provide clearer directions and alignment of all its research.- Improve linkages for conduct of researches related to the program under survey.2. Formulation of a comprehensive and program-specific research agenda with participation of alumni, students, parents, industry partners and other stakeholders is strongly recommended.3. Research mentoring by experts or senior faculty may be conducted to motivate faculty and students to engage more in research and enhance the capabilities of the new faculty to engage in research work

		<p>4. There is no evidence of research outputs that were copyrighted/patented and packaged as a technology to be utilized by the beneficiaries or even for possible commercialization.</p> <p>5. Packaging of documents is wanting.</p>	<p>along with their curriculum and field of specialization.</p> <p>4. Research outputs is recommended to be packaged for copyrighting/patenting and be utilized as an extension service or for possible commercialization.</p> <p>5. When filing documents, the following may be considered:</p> <ul style="list-style-type: none">- Clarity of copies to be filed.- Clear pictures with caption be posted for aesthetic purposes.- Documents properly signed by authorities for it to be official and legally binding.
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AREA VI: EXTENSION AND COMMUNITY INVOLVEMENT	<ol style="list-style-type: none">1. The college has a commendable pool of experts and consultants to serve in extension programs, projects, and activities.2. The University has an approved Extension Manual which is in consonance with the local, regional, and national thrusts and priorities and aligned with the vision and mission of the University.	<ol style="list-style-type: none">1. The extension manual is not yet copyrighted.2. There was no involvement of BSCS faculty in crafting the needs assessments survey prior to the conduct of the extension program.3. Some memoranda of agreement presented were not notarized.4. Some documents and reports attached do not bear the signatures of the authorities.5. There is a lack of documentation of extension activities for the program being surveyed.	<ol style="list-style-type: none">1. The extension manual may be submitted for copyrighting to protect the intellectual property rights of the University.2. BSCS faculty members may be included in the crafting of the needs assessment survey/study to include priority areas of extension programs meeting the actual need of the community.3. A Memorandum of Agreement to be engaged by the University is strongly recommended to be notarized.4. Duly signed reports are strongly recommended to be attached to ensure the veracity of these official documents.5. Documentation of the extension activities (e.g., from the proposal, implementation approval, quarterly monitoring and evaluation, and submission of terminal report) as guided by the University Extension Manual may be made/presented comprehensively and aesthetically.

		<p>6. Extension activity presented may be fully aligned with the other ITE program, but, is not fully aligned to the program under survey.</p> <p>7. Packaging of documents is wanting.</p>	<p>6. The college may implement an extension program that is research-based, program-specific, sustainable, and impactful as maybe evidenced by its funding internally or sourced out from partners and linkages.</p> <p>7. When filing documents, the following may be considered:</p> <ul style="list-style-type: none">- Clarity of copies to be filed.- Clear pictures with captions be posted for aesthetic purposes.
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AREA VII: LIBRARY	<ol style="list-style-type: none">1. The Revised Library Manual is duly approved by the board and is widely disseminated.2. The library is managed by a highly qualified, competent, and licensed librarian.3. The library has developed its social media account to facilitate information and updates of activities.4. The subscription to electronic resources serves to supplement or expand the physical (print) materials available in the library.	<ol style="list-style-type: none">1. Based on CMO 22, s. 2021 which is the Minimum Requirements for Libraries of Higher Education Institutions Common to all Programs, Section 3 a. 2, the library does not meet the required number of librarians and support staff.2. From the library's organizational structure, the library is managed by the Director of the Library. However, the appointment is designated as Acting Head of the Library.3. Majority of the library personnel are graduates of professions in other disciplines.4. The OPAC services is limited to onsite users.	<ol style="list-style-type: none">1. Consider hiring additional professional librarians and support staff to meet the requirements as prescribed by the CHED Minimum Requirements and to meet the needs of the clientele both onsite and online.2. For clearer flow and command of responsibility, the administration may look into the appointment issued to the Head of the Library in conformity with the organizational structure.3. The Director of Library may encourage the support staff to pursue Master in Library and Information Science to be able to take the board exams and be more knowledgeable with the library operations.4. The Director of Library may coordinate with the MIS for the OPAC be accessible for users via online and/or the Director of Library may review the contract between the university and the supplier of the Library System.

		<ul style="list-style-type: none">5. The Library Website is not 100% functional.6. Internet connection in the library is not sufficient.7. The library cannot accommodate the required number of library patrons in one seating	<ul style="list-style-type: none">5. The Director of the Library may coordinate with the MIS for the enhancement of the website to deliver better services to clients.6. The Director of the Library may coordinate with the MIS for the provisions of better internet connectivity.7. The Administration may explore the possibility of looking into expansion of the library to accommodate more library patrons.
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AREA VIII: PHYSICAL PLANT AND FACILITIES	<ul style="list-style-type: none"> 1. Site development plan in place; clean, landscaped campus with traffic safety, waste management, and maintenance programs. 2. Buildings meet code requirements, are well-ventilated, accessible, and equipped for PWDs, with emergency and fire safety systems, and conducive to learning with sufficient furniture and supplies. 3. Sufficient facilities for meetings, sports, and cultural events with marked exits and safety measures. 4. Clinic is equipped with emergency medical and dental supplies, ample space, and qualified staff. 5. Well-managed, clean canteen with sufficient equipment, food variety, and compliance with health standards. 	<ul style="list-style-type: none"> 1. Improvement needed in covered walkways and zoning ordinance adherence. 2. Limited storage for sports equipment. 3. Apply for building permit/occupancy. 4. No housing for students. 	<ul style="list-style-type: none"> 1. Install additional covered walkways; review and adjust site plan for full compliance with zoning ordinances. 2. Increase storage capacity for sports and cultural equipment. 3. The college is encouraged to apply for building permit or occupancy specifically for the computer Lab Rooms. 4. The university is encouraged to continue the plan for the establishment of housing for students.

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AREA IX: LABORATORY	<ul style="list-style-type: none"> 1. Conforms to standards (RA 6541, PD 856) in layout and safety provisions. 2. Rooms are properly lit and ventilated with adequate exit doors. 3. Has necessary facilities including computer labs and specialized lab equipment. 4. Demonstrations on fire safety and first aid are conducted. 5. Licensed computer software is installed and well-maintained. 6. Neat and organized lab spaces. 7. Regular inventory of equipment and supplies is conducted. 8. Adheres to CMO guidelines and procurement planning for supplies and equipment. 	<ul style="list-style-type: none"> 1. Consistency in laboratory manual availability and usage across all labs. 2. Regular training sessions for students on fire safety and emergency responses need to be implemented. 3. Occasional equipment and software upgrades needed to match evolving curriculum standards. 4. Lack of a skilled technician dedicated solely for lab maintenance. 5. Maintenance of specific labs, such as the computer laboratory, requires improvement. 	<ul style="list-style-type: none"> 1. Regularly update and distribute Laboratory Operation Manuals. 2. Increase the frequency of safety training for students. 3. Periodically review and update software and equipment to ensure they meet current standards and program requirements. 4. The college is encouraged to hire or designate a dedicated lab technician. 5. Regularly assess the conditions of computer labs and other specialized facilities to ensure functional maintenance.

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AREA X: ADMINISTRATION	<ol style="list-style-type: none">1. Strong support from BOR/BOT and efficient organizational structure.2. Qualified Dean and Department Chairs actively involved in supervision.3. Effective student policies and handbook; strong relationship between administration, faculty, and students.4. Sound budget allocation in line with FDP; transparent procurement.5. Effective supply and procurement system, compliant with RA 9194.6. Comprehensive Strategic Development Plan aligned with institutional goals.	<ol style="list-style-type: none">1. Verticalization of a Dean's Doctorate Degree.2. Resource generation activities and implementation of policies could be strengthened.3. Regular update and monitoring of records in some areas is lacking.4. Participative planning process is not evident.	<ol style="list-style-type: none">1. The dean is encouraged to enroll doctorate degree vertically aligned to her field of specialization. As an alternative, the ITE programs may also be transferred to a new college which may be named as College of Computing Studies so that there will be a focused allocation and alignment of resources to these specific and related programs.2. Increase initiatives in collaborative resource generation and policy implementation.3. Enhance digital record-keeping systems for improved access and security.4. Increase engagement of faculty, staff, and students in planning and evaluation processes.

- Nothing Follows -