

Republic of the Philippines
DAVAO DEL NORTE STATE COLLEGE

New Visayas, Panabo City
Davao del Norte, Philippines 8105
www.dnsc.edu.ph
Tel. 63 84 6284301; email: dnscpanabo@gmail.com

78th Board of Trustees Meeting

26 June 2014, 12:00 P.M.
Park In Hotel by Radisson, Davao City

BOT ACTION MEMO

Subject: Proposed Vertical Articulation of Programs and Streamlining of Organizational Structure

Information and Action Requested:

The Board of Trustees approved in principle the Vertical Articulation of Programs and Streamlining of Organizational Structure, through Resolution No. 6, Series 2014 subject to more discussion, planning and academic consultations. Thus, the detailed plans started from its Rationale, then the Objectives of the Plan, the Development Impact, Organizational Outcomes of the College, Advantages of the Vertical Articulation of Programs, Risks and Challenges, Turn-over of Curricular Programs, Organizational Structure, Reassignment of Faculty, and Budget (*Please see attached*) were presented to the various fora for deliberation, coordination and information then to the Administrative Council for endorsement. The Administrative Council, through Resolution No. 10, Series 2014 endorses the details of the proposal for final action of the Board.

Thus, final approval of the Vertical Articulation of Programs and Streamlining of Organizational Structure is hereby requested.

Board Action: Upon the motion of Hon. Anthony C. Sales and duly seconded by (unanimously), the Board of Trustees resolved:

Resolution No. 15, Series 2014

***"Approving the Vertical Articulation of Programs
and Streamlining of Organizational Structure "***

APPROVED

Chairperson: **HON. PATRICIA B. LICUANAN**
CHED Chair/BOT Chair

Vice-Chair: **JONATHAN A. BAYOGAN**
President/BOT Vice-Chairman

Members: **HON. PIA S. CAYETANO**
Chairman, Senate Com. on Education,
Arts, and Culture/BOT Member
Represented by: Dr. Vivian Eustaquio

HON. ROMAN T. ROMULO
Chairperson, Com. on Higher Education
and Technical Education/BOT Member
Represented by: Atty. Michelle Diana Maniwang

APPROVED

HON. ANTHONY C. SALES
DOST Regional Director/BOT Member

HON. MARIA LOURDES D. LIM
NEDA Regional Director/ BOT Member
Represented by: Ms. Catherine A. Lagunesma

HON. ARMIN L. RUBI
Faculty Representative/ BOT Member

HON. JULIUS G. EMBODO
Student Representative/ BOT Member

HON. ARACELI L. AYUSTE
Private Sector/ BOT Member

HON. REBECCA O. LECTURA
Private Sector/ BOT Member

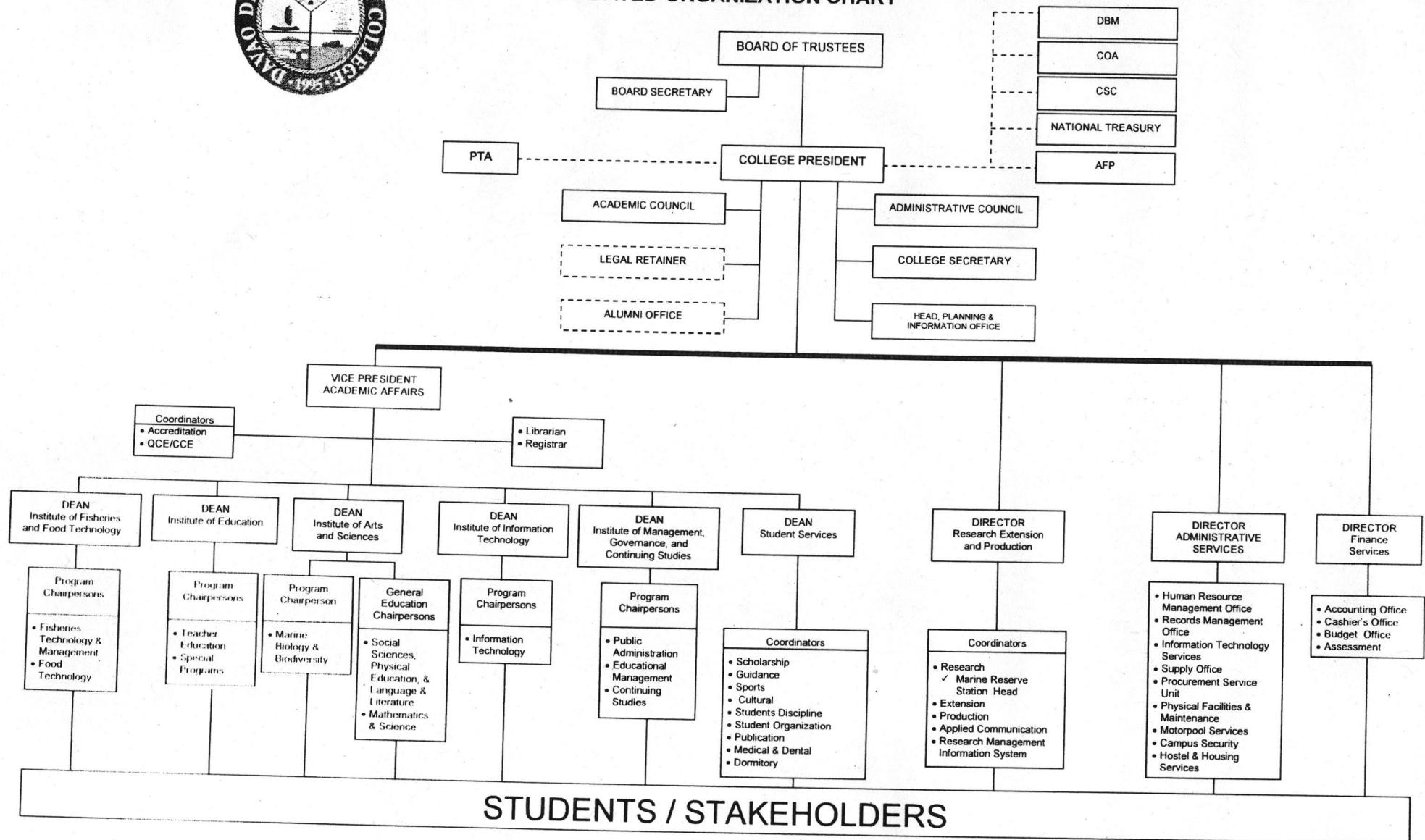
(For Election)
Alumni Representative/ BOT Member

Certified true and correct:

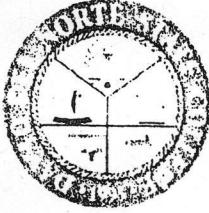
PROF. LEONIDA P. PIORAC
BOT Secretary (Designate)



DAVAO DEL NORTE STATE COLLEGE UPDATED ORGANIZATION CHART



BOT Resolution No. 15, S. 2014
June 26, 2014



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Excerpts of Administrative Council Meeting as of June 6, 2014, 2:00 P.M. at the DNSC Conference Room.

Resolution No. 10, S. 2014
Recommending for Presentation the Vertical Articulation
and Streamlining of Organizational Structure

WHEREAS, the Board of Trustees, through Resolution No. 6, Series 2014, approved in principle the Vertical Articulation and Streamlining of Organizational Structure subject to more discussion, planning and academic consultations.

WHEREAS, Dr. Marilou D. Junsay, Dean of the Graduate School presented to the Council the detailed plans started from its Rationale, then the Objectives of the Plan, the Development Impact, Organizational Outcomes of the College, Advantages of the Vertical Articulation of Programs, Risks and Challenges, Turn-over of Curricular Programs, Organizational Structure, Reassignment of Faculty, and Budget (Please see attached).

WHEREAS after the presentation, a deliberate discussion was focused on the Organizational Structure on the following modification Information Technology Services Office, Records Management Office, Physical Facilities and Maintenance, and Motorpool will be added under the Administrative Services. Planning and Information will be one office, and Alumni Office will be under the Office of the President

WHEREAS, it was brought out that the plan should be consulted to the Academic Council, however it was discussed that it is out of the functions of the Academic Council as stipulated in the College Code in accordance with Sec. 4 Par (0) of RA 8292, to wit, "determine, review and recommend for the approval of its Governing Board the course offerings of the College, devise/draft, review and recommend for the approval of its GB the rules of discipline of and for the College; and, fix requirements for the admission of students in the College xxxxx".

WHEREAS, it was agreed however that the plan will be presented to the different Institutes during their respective institute meeting for coordination and information.

NOW THEREFORE, after upon thorough deliberation, moved Dr. Florencia D. Sitchon and seconded by Dr. Rosario B. Saligan, to endorse to the Board of Trustees the detailed plans of the Vertical Articulation of Programs and Streamlining of Organizational Structure noting the corrections for their final approval;

RESOLVED FURTHER, to furnish copies of this resolution to the Honorable Board of Trustees for their final approval.

Certified true and correct:

LEONIDA P. PIORAC
College Secretary

ADMINISTRATIVE COUNCIL ACTION

Approved

Disapproved

JONATHAN A. BAYOGAN, Ph.D.
President

FLORENCIA D. SITCHON, Ph.D.
Vice-President for Academic Affairs

Resolution No 10 , S 2014 Vertical Articulation & Streamlining of Organizational Structure

ADMINISTRATIVE COUNCIL ACTION

Approved

Disapproved

MARILOU D. JUN SAY, Ph.D.
Dean, Graduate School

[Signature]

ROSARIO B. SALIGAN, Ed.D.
Dean, IF and T

[Signature]

JULIETA S. ABARQUEZ, Ph.D.
Dean, IAS

[Signature]

RUBY V. GONZALES, Ph.D.
Dean, IEd

[Signature]

HAZEL GAMENG
Dean, IIT
Represented by: Ian Padios

[Signature]

ARIEL O. GAMAO
Dean, OSS

[Signature]

ROSIE LYN TEJADA
(OIC) Director, REP

[Signature]

ELVIRA A. DIGNOS
Director, Administrative Services

[Signature]

NIÑA V. GLORIA
Director, Finance Services
Represented by: Ma. Bonjeavem G. Labor

[Signature]

JUANA B. CABAG
President, GASSO

[Signature]

JULIUS EMBODO
President, SSC

[Signature]

I. Rationale

The College Code of Davao del Norte State College stipulates that the Graduate School (GS) manages the graduate programs of the College which are different fields of specialization. This has been the set up in the offering of graduate courses for the last 14 years of its existence.

However, premised on the CHED Memorandum Order (CMO) No. 36, S. 1998 also known as the "Policies and Standard in Graduate Education" the following has been clearly stated:

1. That Philippine graduate education shall be vertically articulated by discipline;
2. That graduate programs shall emanate from strong undergraduate programs across all the higher education disciplines; and,
3. That the offering shall be vertically structured to enhance quality, efficiency and effectiveness in higher education.

The ASEAN 2015, Philippine Qualifications Framework, Philippine Education System, and the emergence of Outcomes-Based Education, 21st century teaching and learning, accreditation among others will pave the roadmap to the changing the landscape of the graduate programs which eventually aimed at achieving efficiency and quality. Under the vertical orientation set-up, the challenges of development can be met fully, thus making the graduate programs more relevant and responsive since the programs will be managed completely by the different Institutes where the base undergraduate programs emanated and nurtured.

II. Situation Analysis

Currently, the Graduate School Dean, assisted by two program chairs, takes charge of the seven master's and doctor's degree programs and one special program with different fields of specialization. With this set-up, the Graduate School utilizes manpower, facilities, and other resources of Institutes where the field of specialization belongs. This structure does not lend to the optimal utilization of resources. Moreover, the competence of the leadership of the Graduate School is on management; thus, this is not within her sphere of discipline. Separate program chairs are also assigned both at the undergraduate and graduate level, thus, two chairs got different equivalent teaching load (ETL) in their designations. Clearly, there is duplication of functions, resulting to more overload since the ETL has been bloated. As a consequence, the administration is burdened to having more overloads to pay. Most of the faculty except for visiting professors emanate from the Institutes and the GS Dean has no control over them. With this scenario, the Institutes lack the opportunity to develop their faculty towards vertical articulation. Furthermore, the research and extension activities of the Graduate School mainly focus on management, leaving behind other graduate school programs.

Meanwhile, the Graduate School operates on a self-liquidating scheme. It only receives meager share from the general fund and other sources of income. To effectively manage the degree programs and the resources relative to this, the graduate level curricular programs shall be administered by the Institute where the undergraduate programs are offered. Having the undergraduate and advanced programs of same or allied disciplines under "one roof" will not only maximize the use of resources (faculty members, financial and physical) but also avoids redundancies and conflicts resulting into a more cost-effective management of the various graduate programs. More importantly, not only are academic programs vertically aligned but also their respective research and extension complements.

This reform will thus result into a more cost-effective management of the various graduate programs and also enhance instruction, research and extension of the College. In this vertical articulation, faculty members need not to worry about getting sufficient teaching loads. They can now cut across academic levels, freely sharing their specialization from undergraduate to graduate programs. As enunciated in CHED's policy on vertical articulation, faculty of SUCs must be given loads based on their respective fields of specialization. Moreso, it would promote easy and equal access to excellent graduate programs intended to hone experts not only in the academe but also capable in doing cutting-edge research, developing environment-friendly technologies and delivering quality extension programs.

III. Objectives

This initiative aims to design a framework that conforms to the principles of vertical articulation of academic programs towards culture of excellence and improved efficiency and effectiveness. Specifically, the framework will:

- A. optimize utilization of institutional resources
- B. enhance better access to quality higher education
- C. enhance quality performance
- D. build research & extension capabilities

IV. Development Impact

This initiative will result to improved efficiency, optimized resource utilization, maximized resource generation, improved quality and standards of higher education, raised level of educational outcomes, increased social relevance of its development functions that are instruments for poverty alleviation and national development and global competitiveness.

V. Organizational Outcomes of the College

The vertically structured management will result to improved utilization of resources, more focused, specialized faculty, greater focus on acquisition of state-of-the art facilities, more research and extension funds through unified and vertically articulated R & D agenda, more competent graduates, and relevant social activities.

VI. Advantages of the Vertical Articulation of Programs

- A. Vertically articulated programs shall be under one-roof managed by competent personnel (deans, program chairs, faculty-vertically articulated).
- B. Faculty members share their expertise undergrad to graduate programs.
- C. Proportional budget allocation shall give the Institutes opportunity to improve their resources like modernization of instructional facilities and equipment.

VII. Risks and Challenges

- Additional manpower to attend to Saturday/ Sunday classes. (This can be solved through administrative remedies.)

VIII. Turn-over of Curricular Programs

Institute of Arts and Sciences <u>Bachelor of Science in Marine Biology</u> <u>Master of Science in Marine Biodiversity</u>
Institute of Education <u>Bachelor of Secondary Education</u> <u>Biological Science, Technology & Livelihood Education, Mathematics, English</u> <u>Master in Science Teaching:</u> <u>Mathematics, Biology, Physical Sciences</u> <u>Master of Arts in Basic Education:</u> <u>English, Mathematics, Science</u> <u>Preschool Education</u> <u>Sports Program</u>
Institute of Fisheries and Food Technology <u>Bachelor of Science in Fisheries, Laddered (Aquaculture, Fish Processing, Marine Fisheries)</u> <u>Bachelor of Science in Food Technology</u> <u>Master in Fisheries Management</u> <u>Aquaculture Technology, Fish Processing</u>
Institute of Information Technology <u>Bachelor of Science in Information Technology, Laddered</u>
Institute of Management, Governance, and Continuing Studies <u>Bachelor in Public Administration</u> <u>Master in Public Administration</u> <u>Continuing Studies (Formal and Short-term programs)</u> <u>Master of Arts in Educational Management</u> <u>Doctor of Philosophy in Educational Management</u>

Legend:

- Courses in underline are to be turned over to the respective institutes effective June 2014
- MAEM and PhD are to be turned over the soonest but not to exceed 3 years or until the IEd is already ready and capacitated.
- Future curricular program offerings or expansion plan shall be determined by the respective institute.

IX. Organization Structure

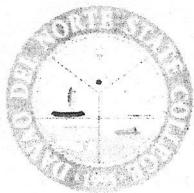
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X. Reassignment of Faculty

- Reassignment of faculty shall be based on expertise, vertical articulation of their academic qualification, and/or subject to the agreement of Institute Deans and approval of the College President.

XI. Budget

- Budget shall be allocated proportionally.
- Graduate school income shall be allocated to their respective programs based on the number of enrollees.
- However, in case funding is wanting, allocation of income and expenses shall be agreed upon by the Institute Deans concerned.



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Excerpts of Administrative Council Meeting as of March 3, 2014, 3:00 P.M. at the DNSC Conference Room.

Resolution No. 8, Series 2014

**"Recommending the Approval of the Vertical Articulation of Programs
and Streamlining of Organizational Structure "**

WHEREAS, the Vertical Articulation of Programs which is anchored on CHED Memorandum Order No. 36 1998 known as the "Policies and Standards in Graduate Education" shall streamline the existing graduate programs to its relevant undergraduate programs that would not only result into a seamless education, more cost-effective management of the various graduate programs but also enhancement of instruction, research, and extension of the College;

WHEREAS, with this vertical articulation of programs, the Master of Arts in Basic Education, Master in Science Teaching, Certificate in Preschool Education, and Sports Program shall be handled by the Institute of Education; the Master of Science in Marine Biodiversity shall be under the Institute of Arts and Sciences; the Master in Fisheries Management shall be managed by the Institute of Fisheries Technology, which in this vertical articulation scheme, shall be named as Institute of Fisheries and Food Technology;

WHEREAS, the Graduate School delivery unit shall be phased-out considering that this becomes irrelevant.

WHEREAS, the College has still other programs, like Bachelor in Public Administration, Master in Public Administration, Master of Arts in Educational Management, Doctor of Philosophy in Educational Management , special programs and/or emerging programs allied to local governance with the Davao Learning Institute of the Province of Davao del Norte, which need to be managed by another unit;

WHEREAS, with this need to establish another unit to manage the foregoing programs, the Institute of Management, Governance, and Continuing Studies shall be created;

WHEREAS, other programs, activities, details relative hereto are laid out in the re-entry plan which aim to optimize utilization of institutional resources, enhance quality performance, access to higher education, and build research and extension capabilities;

NOW THEREFORE, upon the motion of Dr. Ruby V. Gonzales and duly seconded by Dr. Rosario B. Saligan, the Council recommends the approval of the vertical articulation of programs and streamlining of organizational structure subject to thorough planning and deliberation of important details in accordance with prescribed standards;

ADMINISTRATIVE COUNCIL ACTION

APPROVED

DISAPPROVED

JONATHAN A. BAYOGAN, PhD
President

[Signature]

FLORENCE D. SITCHON, PhD
Vice-president for Academic Affairs

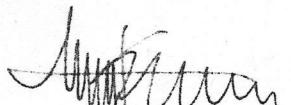
The Chair mentioned that Public Administration is a discipline of its own, and not necessarily under Arts and Sciences. She likewise suggested that after this presentation, academic consultation to further sort out and strengthen the details of the proposal be done, then brought back to the board for final approval.

The Chair then endorsed the approval of the Proposed Vertical Articulation of Programs and Streamlining of Organizational Structure provided that discussion, planning and academic consultation be done. Dr. Bayogan affirmed on the conditions presented.

BOARD ACTION

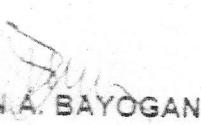
After the presentation and deliberation, the Board of Trustees, upon motion of Hon. Anthony C. Sales and duly seconded by Hon. Armin L. Rubi, approved in principle BOT Resolution No. 6, Series 2014, the "Proposed Vertical Articulation and Streamlining of Organizational Structure", subject to further discussion, planning and academic consultation.

I hereby certify to the correctness of the foregoing excerpts of meeting.



LEONIDA P. PIORAC
BOT Secretary, Designate

Attested:


JONATHAN A. BAYOGAN
President