

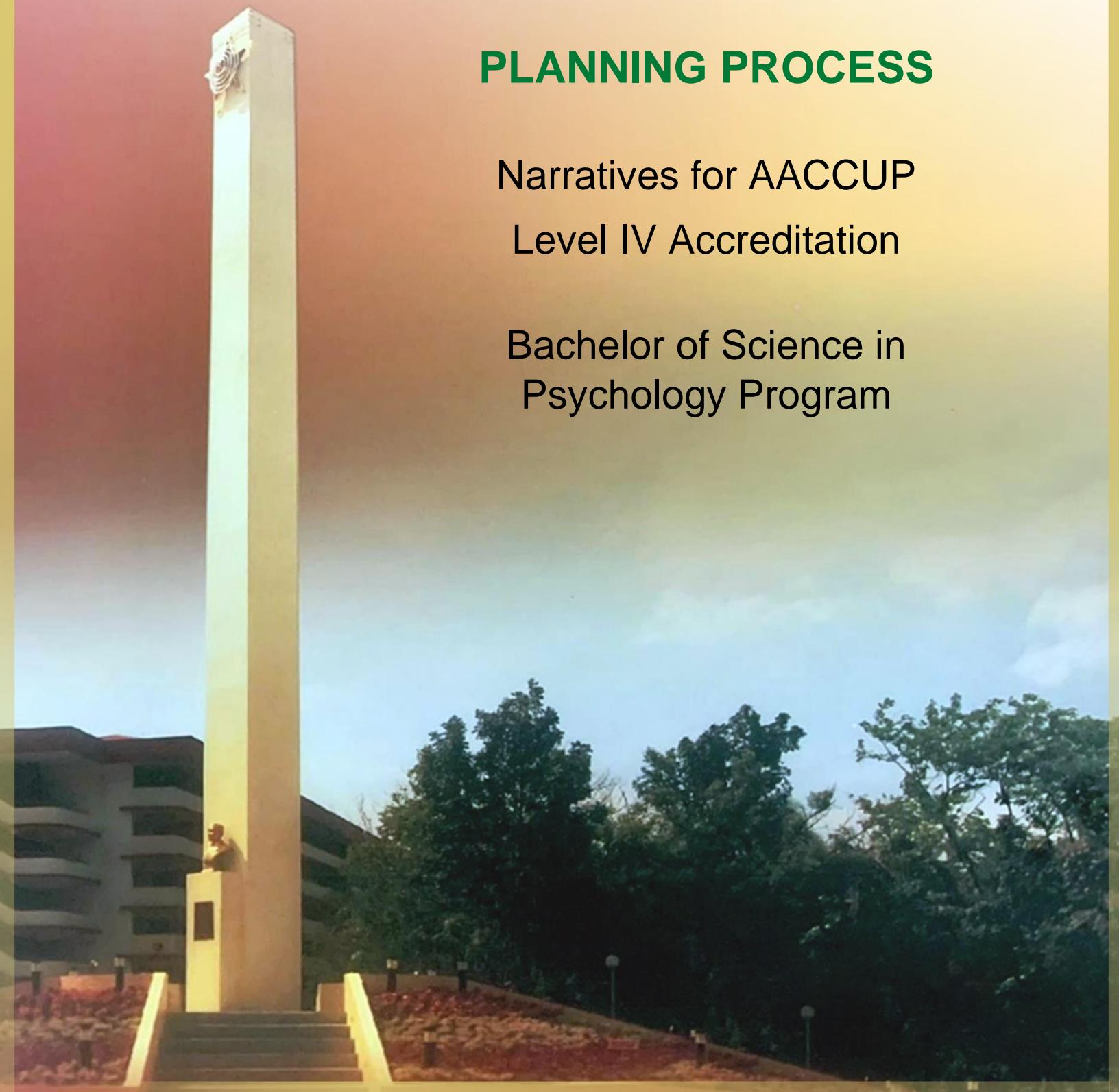


**Polytechnic University of the Philippines**  
College of Social Sciences and Development  
Department of Psychology

## PLANNING PROCESS

Narratives for AACCUP  
Level IV Accreditation

Bachelor of Science in  
Psychology Program





## Polytechnic University of the Philippines

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Department of Psychology

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#### 1. Introduction

The Polytechnic University of the Philippines (PUP) is guided by its Four-Year Institutional Development Plan in executing its systems and programs. The Institutional Development plan for the University is a well-crafted and organized system where the University aligns its programs and processes with its Mission, Vision, and Goals. A stringent process of consultation and collaboration is employed for all stakeholders in crafting the plan.

This is carried out by the following sectors: Office of the Executive President, Office of the Vice President for Academic Affairs, Office of the Vice President for Administration, Office of the Vice President for Student Affairs and Services, Office of the Vice President for Research, Extension, and Development, Office of the Vice President for Finance, and Office of the Vice President for Branches and Campuses.

### PUP Executive Officials

 <b>University President</b> Manuel M. Muhi D.Tech., ASEAN Engr.	 <b>Executive Vice President</b> Alberto C. Guillio MS Stat, MA Econ
 <b>Vice President for Academic Affairs</b> Emmanuel C. De Guzman, PhD	 <b>Vice President for Student Affairs</b> Zenaida R. Sarmiento, DEM
 <b>Vice President for Research, Extension, and Development</b> Anna Ruby P. Gapasin, DEM	 <b>Vice President for Branches and Campuses</b> Pascualito B. Gatan, MBA
 <b>Vice President for Administration</b> Adam V. Ramilo, MIR	 <b>Vice President for Finance</b> Marisa J. Legaspi, CPA



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## 2. PUP Institutional Development Plan

### 2.1. 2020- 2024 Institutional Development Plan

On October 20, 2020, current PUP President, Dr. Manuel M. Muhi, issued an office memorandum in support of the PUP's objective of becoming a National Polytechnic University, on the cascading of the PUP 2020- 2024 Institutional Development Plan. All heads of offices/delivery units were instructed to adopt and disseminate the PUP Institutional Plan 2020-2024 as well as the operationalization of the PUP's plans and projects to ensure an inclusive and equitable, quality education and to promote lifelong learning opportunities through a re-engineered polytechnic university.

Republic of the Philippines  
POLYTECHNIC UNIVERSITY OF THE PHILIPPINES  
OFFICE OF THE PRESIDENT

**OFFICE MEMORANDUM**  
No. 04, Series of 2020

**TO :** EXECUTIVE VICE PRESIDENT  
ALL VICE PRESIDENTS  
HEAD EXECUTIVE ASSISTANT  
UGPUP REPRESENTATIVE  
UNAKA REPRESENTATIVE  
ALUMNI REPRESENTATIVE  
STUDENT REPRESENTATIVE

**FROM :** (Sgd.) MANUEL M. MUHI, DTech  
*President*

**SUBJECT :** CASCADING OF PUP 2020-2024  
INSTITUTIONAL DEVELOPMENT PLAN

**DATE :** October 20, 2020

All heads of offices/delivery units under your direct supervision are enjoined to adopt and disseminate the PUP Institutional Development Plan 2020-2024 and undertake efforts leading to its full implementation.

There shall be a University-wide Middle Management cascading of the IDP in November 2020, and the active participation of all sectors through their respective representatives is vital in ensuring the operationalization of the University's plans and projects towards ensuring inclusive and equitable quality education and promoting lifelong learning opportunities through a re-engineered polytechnic university.

Thank you for your usual support and cooperation.

2<sup>nd</sup> Floor South Wing PUP A. Mabini Campus Anonas Street, Sta. Mesa, Manila  
Phone: [Direct Line] 87162644; Telefax: 87161143 (Trunk Line) 53351-777/787 local 201/202/658/659/702/654  
Website: [www.pup.edu.ph](http://www.pup.edu.ph) e-mail: [president@pup.edu.ph](mailto:president@pup.edu.ph)

"THE COUNTRY'S 1<sup>ST</sup> POLYTECHNICU"

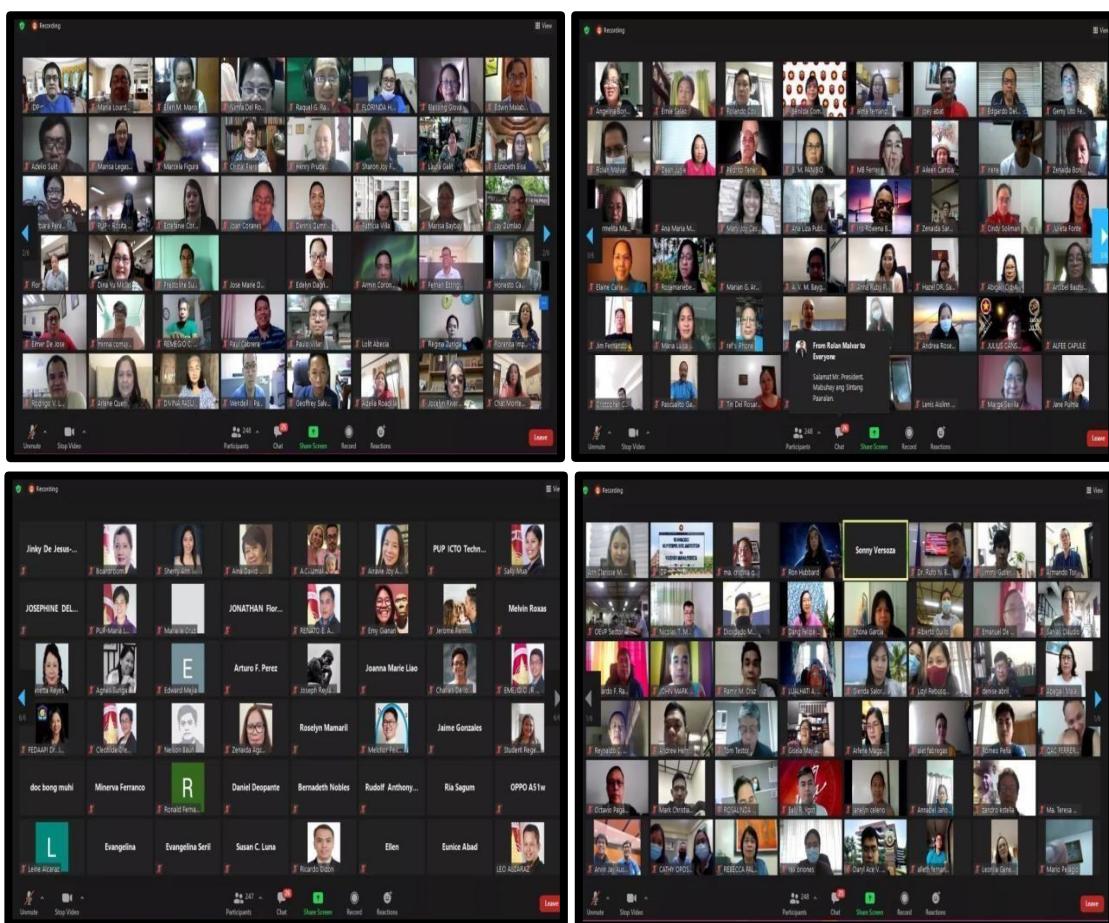
ISO 9001  
ISO 9001:2015 CERTIFIED  
CERTIFICATE NUMBER: SCP000413Q



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The PUP then held its first virtual Institutional Development Planning (IDP) from November 5- 10, 2020 via Zoom.





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President Dr. Manuel M. Muhi directed the activity together with the executive officials, with each sector and office coming up with action plans to help spur the President's vision of a National Polytechnic University. The planning began with the President reiterating his Ten Pillars Reform Agenda during the first day. These Ten Pillars are the following:



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#### The Ten Pillars Polytechnic University of the Philippines

Pillar 1:	Dynamic, Transformational, and Responsible Leadership;
Pillar 2:	Responsive and Innovative Curricula and Instruction;
Pillar 3:	Enabling and Productive Learning Environment;
Pillar 4:	Holistic Student Development and Engagement;
Pillar 5:	Empowered Faculty Members and Employees;
Pillar 6:	Vigorous Research Production and Utilization;
Pillar 7:	Global Academic Standards and Excellence;
Pillar 8:	Synergistic, Productive, Strategic Networks and Partnerships;
Pillar 9:	Active and Sustained Stakeholders' Engagement; and
Pillar 10:	Sustainable Social Development Programs and Projects.



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PUP: THE NATIONAL POLYTECHNIC UNIVERSITY					
OBJECTIVE	KEY RESULT AREA	KEY PERFORMANCE INDICATOR with TARGETS	STRATEGY	RESPONSIBLE OFFICE	TIME FRAME
<b>OBJECTIVE 1</b> To steer the PUP community to critically review, evaluate, and re-engineer the human resources, processes, structures, and systems of the university	<b>KRA 1:</b> Efficient and effective systems and processes	<b>KPI 1:</b> Reviewed, revised and formulated university policies within prescribed timeframe <ul style="list-style-type: none"><li>• Organizational Structure</li><li>• Citizens Charter</li><li>• Strategic Performance Management System (SPMS)</li><li>• Quality Management System</li></ul>	Conduct of Consultative Meeting within sectors	Executive Committee All Sectors	<p><b>2020</b></p> <ul style="list-style-type: none"><li>• Revised QMS documents</li><li>• Revised Quality Policy Statement</li><li>• Formulated Modified SPMS</li><li>• Reviewed Organizational Structure associated with human resource compliances</li></ul> <p><b>2021</b></p> <ul style="list-style-type: none"><li>• Implemented Corrections and Corrective Actions on NCs and OFIs (based on the 2020 Surveillance Audit)</li><li>• Mitigation identified are effectively adopted</li><li>• Reformed and Revised University Circular Letter</li><li>• Completed QMS documents of unenrolled processes (including the branches and satellite campuses) for ISO recertification</li><li>• Implemented Change Risk Assessments vis-a-vis change initiatives</li><li>• Formulated University policies for effective change management</li></ul> <p><b>2022</b></p> <ul style="list-style-type: none"><li>• ISO 9001:2015 certification with expanded system-wide enrolled processes (Main Campus and selected processes in selected Branches)/Application to ISO 21001:2018 (Educational Organizations Management System) of all processes in the Main Campus and selected processes in selected Branches</li></ul> <p><b>2023</b></p> <ul style="list-style-type: none"><li>• Sustained ISO Certification</li></ul> <p><b>2024</b></p> <ul style="list-style-type: none"><li>• Revisited Policies and Processes for improvement</li></ul>

2020-2024 Institutional Development Plan

The different sectors of the University organized the action planning in their respective areas through a breakout session. There was a joint presentation of the University's Budget Plan & Utilization by Ms. Rene Imperial, Director of the Budget Services Office and Mr. Tomas Testor, Assistant to the Vice President for Research, Extension, and Development (AVPRED). A robust open forum ensued after the presentation, with questions ranging from ensuring more efficient budget utilization among offices, improved communications among offices, branches and campuses with regards to approved budgets, and other administrative concerns relative to the budget. The third and fourth days of the IDP were provided for office action planning.

**Pillar 3**

**Enabling and Productive Learning Environment**

- ✓ Implementation of Comprehensive Health and Safety Plans
- ✓ Implementation of Quality Workplace Standard
- ✓ Risk Management
- ✓ Support System for Students
- ✓ Implementation of ICT Modernization Project Plan

CEASING OF INSTITUTIONAL DEVELOPMENT PLAN  
3RD ACTION PLANNING WORKSHOP  
November 10, 11 and 12 via Zoom

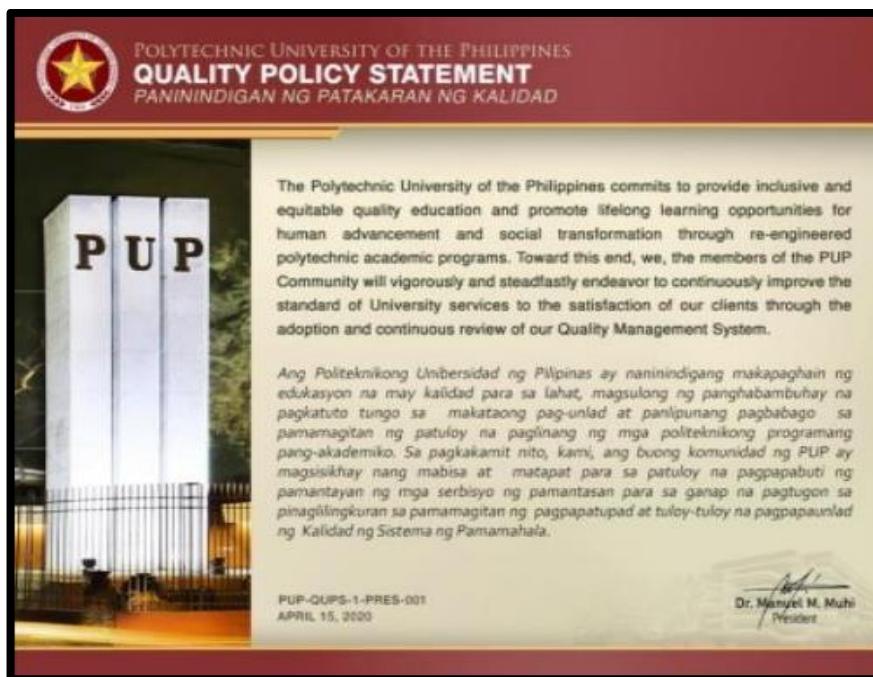




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### 3. PUP Quality Management System

With its goal to be the best University and follow international standards to give the best quality serve, the PUP sought the certification of International Organization Standardization (ISO) 9001:2015.

#### 3.1. ISO Certification

Activities relevant to identifying risk management and to ensure the implementation of the Quality Management System (QMS) standard. The ISO 9001 is a process of plan-do-check-act methodology and a process-oriented approach in documenting and reviewing the structure, responsibilities, and procedures required to achieve effective quality management in PUP.

The objectives of the ISO 9001:2015 – Quality Management System certification of the PUP are: (a) Assess the general aspects of QMS implementation of the University; (b) Improve the provision of services of PUP to its clientele; (c) Enhance customer satisfaction; and (d) Certification of PUP to the ISO 9001:2015 QMS Standards.

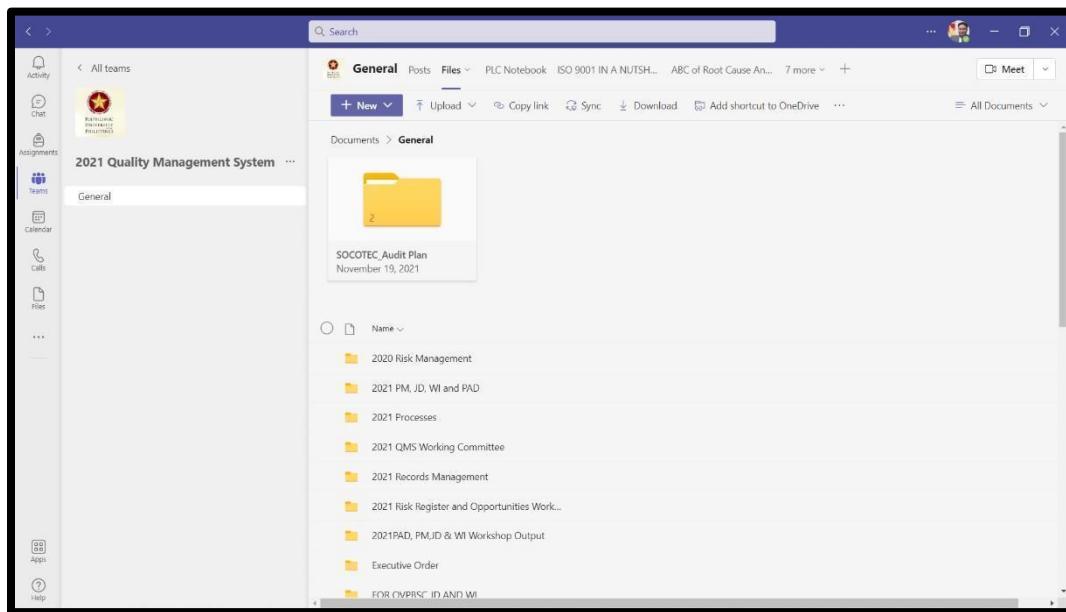


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The following sections/operations were part of the ISO certification:

- A. Leadership and Planning Risk Management
  - i. Strategic Planning Process Change Management Budgeting
- B. Operations
  - i. Student Records Management Pre-admission Services Admission Services Registration and Enrollment Classroom Management
  - ii. Test Administration and Evaluation Graduation and Promotion
  - iii. Job Placement
  - iv. Curriculum Design and Development Syllabus Preparation
  - v. Course Offerings Preparation Internship
  - vi. Research Capability Building Research Services
  - vii. Research Production Research Dissemination
  - viii. Intellectual Property Documentation Extension Services
  - ix. Community Development Program
- C. Support
  - i. Procurement
  - ii. Property and Supply Management Communication Management Scholarship Services
  - iii. Gender Studies
  - iv. Disbursement
  - v. Laboratory Management IT Services Management
  - vi. Counselling and Psychological Services International Affairs Management Accounts Receivable
  - vii. Library Management



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- viii. IT System Development and Enhancement Facility and Equipment Maintenance Vehicle Maintenance
- ix. Legal Services Income Generation Arts and Culture
- x. IT Support Management IT Services Management
- xi. Medical and Dental Services Documented Information Management Safety Management
- xii. Canteen Catering Services Security Management Learning and Development
- xiii. Recruitment, Selection, Hiring and Promotion Student Services
- xiv. Physical Planning

#### D. Performance Evaluation Client Satisfactory Survey

- i. Accreditation Compliance and Monitoring Employee Performance Evaluation
- ii. IQA

### PUP-ISO CERTIFICATION TIMELINE

**Project Title : Polytechnic University of the Philippines ISO 9001:2015 Certification**

**Consultant : Rosehall Management Consultants, Inc.**

**Certifying Body : AJA Registrars, Inc. / SOCOTEC Certification Philippines, Inc.**

DATE	ACTIVITIES	REMARKS
August 14, 2017	Issuance of <b>Notice of Award</b> to Rosehall Management Consultants, Inc.	<b>Notice of Award (NOA)</b> conformed by Rosehall Management Consultants, Inc. on <b>August 16, 2017</b>
August 31, 2017	Memorandum of Agreement (MOA) Signing	Duly signed and notarized <b>Memorandum of Agreement (MOA)</b>
September 5, 2017	Issuance of <b>Notice to Proceed</b> to Rosehall Management Consultants, Inc.	<b>Notice to Proceed (NTP)</b> conformed by Rosehall Management Consultants, Inc. on <b>September 6, 2017</b>
September 14 – 15, 2017	Initial Gap Assessment Activity	<b>Initial Assessment Report</b> received on <b>October 2, 2017</b>
October 10, 2017	Seminar-Workshop on Setting the Foundation and the QMS ICTO Laboratory 1, Phase 2, 2 <sup>nd</sup> Floor, NALLRC Building, PUP Mabini Campus, Sta. Mesa, Manila	Create awareness on ISO 9001:2015



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DATE	ACTIVITIES	REMARKS
October 12, 2017	Leadership and QMS Seminar – Workshop Dr. Pablo Mateo Conference Room, 2 <sup>nd</sup> Floor, South Wing, PUP Main Building, Mabini Campus, Sta. Mesa, Manila	The course will provide answers to the following: <ol style="list-style-type: none"><li>What does a QMS really do for an organization?</li><li>What is the role of top management in achieving this?</li><li>How will we set up the foundation of an effective QMS using the ISO 9001:2015 framework?</li></ol>
October 20, 2017	Process Orientation Course Bulwagang Bonifacio, 4th Floor, NALLRC Building, PUP Mabini Campus, Sta. Mesa, Manila	4. Identification of PUP processes and preparation of Process Affectors Diagram of concerned process owners.
October 27, 2017	Risk Orientation Course Manila Room, 7th Floor, Hasmin Hostel, M. H. Del Pilar Campus, Sta. Mesa, Manila	Course Objectives: <ol style="list-style-type: none"><li>Enable understanding of the risk management process (<i>using ISO 31000:2009 as a framework</i>)</li><li>Use this understanding in addressing the requirements of ISO 9001:2015 on Risks and Opportunities.</li><li>Enable the integration of the Risks and Opportunities in the effective and efficient design and implementation of the QMS of the organization.</li></ol>
November 6, 2017	Documentation Seminar-Workshop Accenture Room, 4th Floor, East Wing, PUP Main Building, Mabini Campus, Sta. Mesa, Manila	Course Objectives: <ol style="list-style-type: none"><li>To enable participants to know and understand documentation requirements for ISO 9001:2015</li><li>To provide participants general guidelines on how to prepare the required documented information.</li></ol>
November 7, 2017	Associates Orientation ICTO Laboratory 1, Phase 2, 2nd Floor, NALLRC Building, PUP Mabini Campus, Sta. Mesa, Manila	Provide participants knowledge of ISO 9001:2015 requirements on establishing, implementing and maintaining a quality management system.
November 16-17, 19 & 22, 2017	Quality Management System Document Development / Write Shop  ICTO Laboratory 1, Phase 2, 2 <sup>nd</sup> Floor, NALLRC Building, PUP Mabini Campus, Sta. Mesa, Manila  ICTO Laboratory 1, Phase 1, 2 <sup>nd</sup> Floor, NALLRC Building, PUP Mabini Campus, Sta. Mesa, Manila	Coaching of concerned process owners on the preparation of ISO-aligned documents – process affectors diagram, procedures, work instructions, job descriptions.
November 28-29, 2017	Internal Audit Seminar-Workshop ICTO Laboratory 1, Phase 2, 2 <sup>nd</sup> Floor, NALLRC Building, PUP Mabini Campus, Sta. Mesa, Manila	Course Objectives: To make potential auditors know about auditing principles, mechanics and requirements for effective and efficient audit. To develop auditing skills in the conduct of preparation, actual on- site and post-site audit activities.



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DATE	ACTIVITIES	REMARKS
		To enable course participants to effectively conduct internal audit using ISO 9001:2015 as audit criteria.
December 13, 2017	Internal Quality Audit (IQA)	Review of the ISO-aligned documents, practices, and documentations of the PUP enrolled processes for ISO Certification.
December 14, 2017	Internal Quality Audit (IQA) Report Preparation	Consolidation of all audit findings for presentation to the Executive Committee.
December 18, 2017	Management Review	Executive Committee Review of the findings and action plan of process owners during the Internal Quality Audit (IQA) held on December 13, 2017
January 8, 2018	Commitment signing on the PUP Quality Policy Statement	The PUP Community signifies their commitment to the Quality Policy Statement of the University.
January 11, 22, 24 & 31, 2018		
February 26, 2018	Quality Management System Document Development / Writeshop	Checking, editing and finalization of the processes owners' prepared process affecters diagram, procedures, work instructions and job descriptions.
March 28, 2018		
April 6, 2018		
May 4 & 23, 2018		
July 16, 2018	5S Awareness Orientation	Create awareness on the 5S system  Guide the heads of offices on the compliance with the Quality Workplace Standards (QWS) established by the University.
July 30, 2018	Risk Awareness Orientation and Workshop	Create awareness on the University's Risk Management Process (Top Level); and Develop risk register at the functional level in line with the top-level risk management process
August 7-9, 2018	Internal Quality Audit (IQA)	A total of fifty-one (51) functions/areas were audited covering the planning, performance evaluation, operations and support processes.
September 6, 2018	Management Review	Executive Committee Review of the findings and action plan of process owners during the Internal Quality Audit (IQA) held on August 7-9, 2018.
October 30, 2018	Issuance of <b>Notice of Award</b> to AJA Registrars, Inc.	<b>Notice of Award (NOA)</b> conformed by AJA Registrars, Inc. on <b>October 30, 2018</b>
November 15, 2018	Memorandum of Agreement (MOA) Signing	Duly signed and notarized <b>Memorandum of Agreement (MOA)</b>
		<b>STAGE 1 AUDIT OBJECTIVES</b> 1. Assess the organization's determination of its context in relation to its own unique circumstances and assess the organization's identification of External and Interested Parties and evaluate the completeness and appropriateness of this as well as assessing the expected effectiveness of approaches within the organization to monitor and review information in the future that is relevant to this. 2. Assess the organization's identification of the Needs and Expectations arising from the



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DATE	ACTIVITIES	REMARKS
November 16, 2018	ISO 9001:2015 Certification Audit – Stage 1 Visit	<p>identified External and Internal Parties and evaluate the completeness and appropriateness of this as well as assessing the expected effectiveness of approaches within the organization to monitor and review information in the future that is relevant to this.</p> <p>3. Assess the organization's documented determination of the scope and boundaries of the Management System and evaluate whether this is appropriate to the identified and declared activities in terms of both the scope of certification applied for and the organization's determination of its context.</p> <p>4. Assess the organization's identification of the Risks and Opportunities arising from the determination of the context of the organization, its identification of External and Internal Interested Parties and the Needs and Expectations of those Interested Parties and evaluate the appropriateness and completeness of this.</p> <p>5. Assess the organization's planning of the Management System to ensure that it addresses the Risks and Opportunities identified and evaluated the completeness of this.</p> <p>6. Assess the extent of implementation of the Management System – to include at least the performance of Internal Audit of the Management System and a Management Review – and the extent of relevant and required knowledge of the Management System requirements throughout the organization, client site and site-specific conditions in order to be able to evaluate the readiness of the organization for the required Stage 2 audit.</p>
December 3 – 4, 2018	ISO 9001:2015 Certification Audit – Stage 2 Visit	<p><b>STAGE 2 AUDIT, RE-AUDITS AND TRANSFER, RE-AUDITS</b></p> <p><b>OBJECTIVES</b></p> <p>The objectives of a Stage 2 audit against the 2015 edition of both Standards are to:</p> <ol style="list-style-type: none"><li>1. Ensure that any findings raised during the Stage 1 audit have been satisfactorily addressed by the organization thus ensuring adequacy with the relevant requirements of the Standard involved.</li><li>2. Assess the extent and effectiveness of the Management's demonstration of Leadership with respect to the Management System's integration into normal business activities and the importance of conformance to the requirements of the Management System throughout the organization.</li><li>3. Assess the extent and effectiveness of implementation of the Management System in</li></ol>



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DATE	ACTIVITIES	REMARKS
		<p>all areas, activities, functions of the organization as defined within the documented scope of the organization and as identified within the scope of certification applied for.</p> <p>4. Assess the appropriateness of defined Objectives and the apparent adequacy of the documented plans on how such Objectives shall be achieved.</p> <p>5. Assess the processes of the Management System that are intended to ensure that continual review and improvement of the Management System itself and evaluate the extent to which these can be expected to be effective in the future.</p> <p>6. Assess the overall level of conformance of the Management System to the requirements of the relevant Standard.</p> <p>7. Performance as regards legal compliance, operational control of processes, policies; links between the normative requirements, policy, performance objectives and targets, any applicable legal requirements, responsibilities, competence of personnel, operations, procedures, performance data and internal audit findings and conclusions.</p>
December 16, 2018	Issuance of ISO 9001:2015 Certificate to the Polytechnic University of the Philippines	Certificate No. : AJA 18-0190 Expiry Date : December 15, 2021
December 16, 2018	Issuance of ISO 9001:2015 Certificate to the Polytechnic University of the Philippines	Certificate No. : AJA 18-0190 Expiry Date : December 15, 2021

On December 16, 2018, a Registration Certificate of ISO 9001:2015 was awarded to the PUP.



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*Registration Certificate*

This is to certify that the Management Systems of

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES  
(PUP)

have been assessed by AJA Registrars and registered  
against the requirements of

ISO 9001:2015

Certificate No.: AJA18-0190      Date of Original Registration: 16 Dec 2018

Expiry Date: 15 Dec 2021      Date of Re-Registration: N/A

This certificate is issued in respect of the location & scope of registration detailed in the attached Registration Schedule.  
This certificate is the property of AJA Registrars Inc., 2nd Floor J-D Tower Corporate Avenue, Madrigal Business Park,  
Ayala Alabang, Muntinlupa City 1770, Philippines and must be returned on request. A member of the AJA Group of Companies.

*Registration Schedule*

SCOPE OF REGISTRATION

Provision of Higher Education

Company Name:	POLYTECHNIC UNIVERSITY OF THE PHILIPPINES (PUP)
Site(s) Registered:	Anonas St., Sta. Mesa, Manila, Philippines
Standard:	ISO 9001:2015
NACE Code:	85.42
Date of Registration:	16 Dec 2018
Expiry Date:	15 Dec 2021
Next Re-Audit Due Date:	15 Oct 2021
Certificate Number:	AJA18-0190

This schedule and the certificate it accompanies remains as a property of AJA Registrars Inc. and must not be altered or defaced in any way.  
They must not be copied in whole or in part without the written permission of the President of AJA Registrars Inc.  
Deliberate misuse of the certificate or schedule will result in cancellation without notification.

On December 2-3, 2019, ISO 9001:2015, the 1st Surveillance Audit was conducted with the following remarks:

- i. Gain confidence that the Certified Management System has continued to fulfill requirements between recertification audits;
- ii. Ensure that any findings raised during the previous audit have been satisfactorily addressed by the organization thus ensuring adequacy with the relevant requirements of the Standard involved, evaluate the treatment of complaints;
- iii. Assess performance of legal compliance; review progress of planned activities aimed at continual improvement; ensure continuing operational control; review of any changes since the last visit and ensure that AJA and Accreditation Body marks are being used in conformance with AJA's Guide to the Use of Accreditation and Certification Marks;
- iv. Assess the organization's implementation of previously determined processes or approaches to periodically review the factors that are involved in the context of the organization and the Needs and Expectations of External and Interested Parties;
- v. Assess the organization's implementation of change to the Management System seen as necessary, as a result of any changes identified in the context of the organization and the Needs and Expectations of External and Interested Parties;
- vi. Assess the organization's implementation of Internal Audit and Management Review activities and the implementation of change arising from any identified needs for improvement of the Management System as a result of those activities;
- vii. Assess the organization's implementation, monitoring and realization of documented Objectives and associated plans and the establishment of further



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Objectives that are relevant to the organization's context and performance levels;  
and

- viii. Assess the extent and effectiveness of implementation of the Management System of a representative sample of all areas, activities, functions of the organization as defined within the documented scope of the organization and as identified within the scope of certification applied for. The representative sample shall ensure that all areas, activities, functions of the organization shall be assessed at least once over the surveillance routines within the period of validity of the certification.

On December 1 and 2, 2020, SOCOTEC Certification Philippines, Inc. attests continued ISO 9001:2015 Certification, with Zero Non-Conformities, to the PUP after successfully completing the Virtual Surveillance Audit.





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SOCOTEC Certification International awarded the PUP its ISO 9001:2015 Certification anew for retaining quality management systems across PUP Branches and Campuses on December 31, 2021. The virtual surveillance visit took place in November 2021.

ISO certification is awarded to educational institutions that have successfully met the criteria and methods for ensuring the quality of deliverables and services.

## 4. Centers for Quality Assurance

#### **4.1. PUP Quality Assurance Center (QAC)**

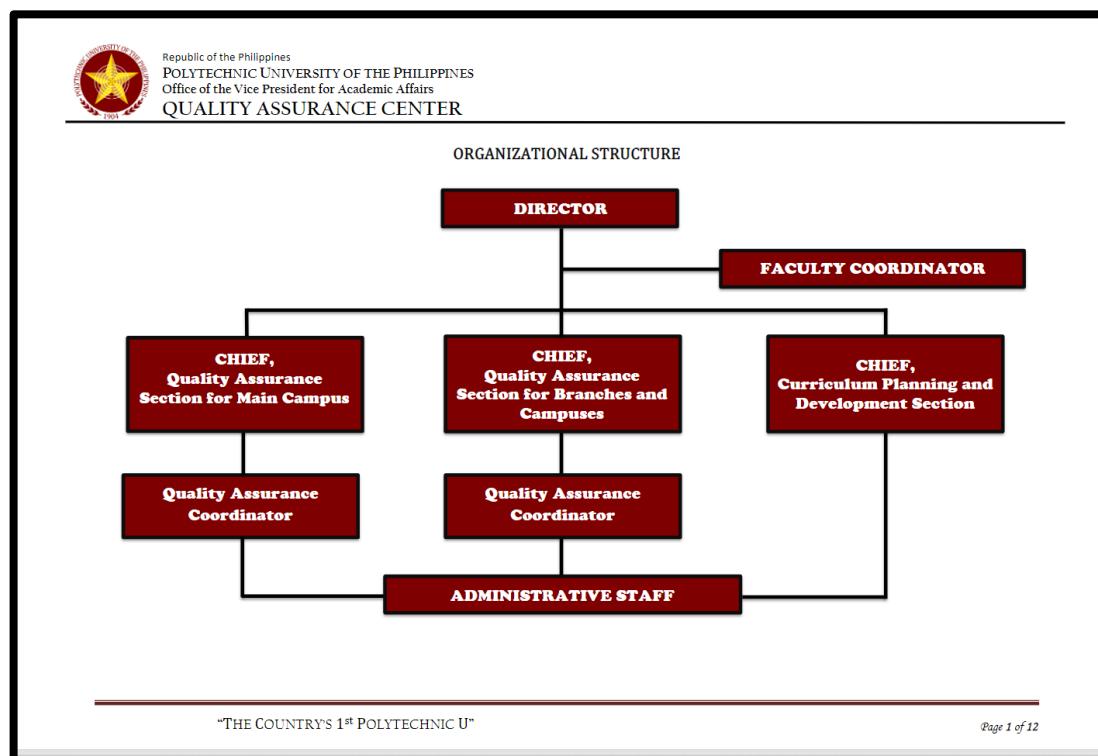
Established in June 2008, the PUP Quality Assurance Center (QAC) plays a crucial role in sustaining the quality outcomes of the University as an epistemic community. Recognizing that quality is the University's primary responsibility, the PUP QAC strives to nurture a culture of quality through the development, implementation, monitoring and review of quality assurance - related policies, procedures and projects to meet institutional, national, and international standards. It also conducts periodic review of curricular offerings, ensuring that academic programs remain responsive to stakeholders and societal needs.



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Acknowledging that quality assurance is a holistic, participatory and collaborative process, the Center functions under the direct supervision of the Vice President for Academic Affairs and works closely with Colleges, Branches, Campuses and non-academic offices of the University.

The Core Functions of the QAC are:

#### Primary Roles

1. assist the academic sector in the preparation and packaging of documents to effectively facilitate the accreditation, government recognition, and assessment of academic programs;
2. enhance the institution's capacity in designing, delivering, and managing curricular programs and services to achieve quality learning outcomes;
3. identify areas for reform and/or continuous improvement along the key areas of governance and management, quality of teaching and learning, relations with the community and management of resources;
4. provide basis for policy options and informed decisions for development assistance to the Colleges, Branches and Campuses;
5. effectively communicate current and relevant information about the achievements, quality systems and processes of the University and its academic programs; and
6. partner with local and international agencies for quality assurance-related projects and activities.

#### Goals

The QAC endeavors to achieve:

1. excellence in institutional and program management;
2. excellence in capacity development for continuous quality improvement; and
3. excellence in partnership for institutional and program development.

#### Objectives

Towards these ends, the QAC commits to:

1. develop and maintain an effective internal quality assurance system;
2. secure Certificate of Program Compliance and attain higher accreditation status for all academic programs;
3. attain Center of Development and Center of Excellence status for priority programs;
4. strengthen collaborative arrangements with internal and external stakeholders;
5. maintain an efficient, secure, and accessible database of updated, comprehensive and relevant materials for quality assurance;



## Polytechnic University of the Philippines

College of Social Sciences and Development  
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6. develop and implement capacity building interventions to improve the teaching and learning process; and
7. rationalize academic programs offering.

#### Officials and Staff



Sanjay P. Claudio, DPA, MNSA, CESE  
Director  
Professor VI



Rebecca E. Palma, MBE  
Assistant Director for Institutional and International Quality Assurance  
Professor II



Perla D. Carpio, MAF  
Assistant Director for Program Quality Assurance and Curriculum Development  
Professor I



Mary Joy A. Castillo, MAF  
Chief, Quality Assurance for Main Campus  
Associate Professor IV



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**Teresa V. Mobilla, MBE**

Chief, Quality Assurance for Branches and Satellite Campuses  
Associate Professor V



**Ma. Lolita V. Abecia, MBE**

Chief, Curriculum Planning and Outcomes-Based Development  
Associate Professor I



**Mayluck A. Malaga, MAF**

Chief, Institutional Accreditation and Sustainability  
Associate Professor I



**Mary Grace F. Yebra, MEM**

Chief, International Quality Assurance  
Associate Professor I



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**Florenda S. Frivaldo, DPA**  
Quality Assurance Coordinator  
Associate Professor V



**Roselyn J. Lomtong, MAF**  
Quality Assurance Coordinator  
Assistant Professor III



**Lorena V. Delos Reyes**  
Administrative Aide IV



**Emelie D. Taton, MPA**  
Administrative Aide III



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 Republic of the Philippines POLYTECHNIC UNIVERSITY OF THE PHILIPPINES Office of the Vice President for Academic Affairs QUALITY ASSURANCE CENTER						
<b>THE QUALITY ASSURANCE PLAN 2018-2022</b>						
<b>GOAL #1: EXCELLENCE IN INSTITUTIONAL AND PROGRAM MANAGEMENT</b>						
OBJECTIVE	PROGRAMS/ACTIVITIES	KEY RESULT AREA	PERFORMANCE INDICATOR	TIME FRAME	RESOURCE REQUIREMENT	CONCERNED UNIT/PERSONNEL
Develop and maintain an effective internal quality assurance system	Revision of the QAC Manual of Operations <ul style="list-style-type: none"><li>• Meetings</li><li>• Writeshop</li><li>• Development/revision of forms and flow charts</li><li>• Dry run</li><li>• Coordination meeting and provision of copies to concerned offices</li></ul>	QAC Manual of Operations	Revised manual completed and implemented starting 2019	Revision Process – 2018  Start of implementation – 2019	Memo and Office supplies	OVPAAs, QAC, Colleges and Branches
	Conduct of Strategic Planning, Operational Planning and Mid-Year Assessment	Completed Plans and assessments	100% of QAC personnel attended the strategic planning, operational planning and mid-year assessment.  100% of plans completed within the time frame	Strategic planning within 2018  Operational planning – every last quarter of the year  Mid-Year assessment during the 2 <sup>nd</sup> or 3 <sup>rd</sup> quarter	Special Order, Budget for staff development	QAC personnel, OP, VPAA Office, HRMO

The first page of the Quality Assurance Plan 2018-2022 of the QAC.

Meanwhile, the QAC has also produced various publications and manuals for the guidance of concerned persons.

TITLE	NATURE	CIRCULATION
<b>The Quality Circle Issues 1 and 2</b>	Official newsletter of QAC	University-wide and AACCUP accreditors
<b>Qualidad (2 Issues)</b>	Monograph	University-wide and AACCUP accreditors
<b>Accreditation Kit for Levels I-IV</b>	Guidelines in the preparation for accreditation	Programs concerned
<b>Accreditation Service Instrument</b>	AACCUP Instrument for accreditation	Programs concerned
<b>PUP Good Practices (academic)</b>	Collection of the University's Good Practices	AACCUP accreditors and Programs concerned

### 4.2. Student Support Services Action Center (OSSSAC)

In response to the Covid-19 pandemic, the University recently launched the Online Student Support Services Action Center (OSSSAC), a student-centered help desk on the PUP website designed to hold information on topics students frequently ask about. The OSSSAC is designed to answer queries and reports of the students concerning admission, enrollment, library processes, etc. Each FAQ occupies an “article” on the OSSSAC’s knowledge base, where important procedures and information on each specific query can be found. Top articles, i.e. queries most asked by students, can be found immediately upon accessing the site.



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Online Student Support Services Action Center (Polytechnic University of the Philippines)

[Website](#) > Online Student Support Services Action Center (Polytechnic University of the Philippines)

Hello, how can we help?

Search for articles

Polytechnic University of the Philippines



To our valued clients

True to its commitment to a policy of full public disclosure of all its transactions and desire to deliver fast and efficient service to the students during the new normal, the Polytechnic University of the Philippines is launching the **ONLINE STUDENT SUPPORT SERVICES ACTION CENTER (OSSSAC)** – the University's frontline service dedicated to answer queries and reports of the students concerning admission, enrollment, library processes, etc.

All information regarding the services offered by University offices is now made accessible online through our [Knowledgebase](#) by scrolling further down.

If you have additional or specific concerns not addressed in the OSSSAC FAQs, [click here to file a ticket](#) and your concern will be immediately attended to by OSSSAC Task Force composed of trained personnel who will operate on a 12-hour work schedule from 7:00 am to 7:00 pm, Monday to Friday.



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The screenshot shows a knowledgebase interface with a sidebar and a main content area. The sidebar has a 'Knowledgebase' icon and a title 'Knowledgebase'. The main content area is organized into several sections, each with a folder icon and a title:

- PUP Online Services**
  - Do you want to book an appointment?
  - How do I apply for an Official Transcript of Records, Diploma, and other documents?
  - Do you want to access your SIS Account?
- Help Desk, PUP SIS, iApply and Webmail concerns**
  - Why can't I access my SIS account?
  - Why my email is not recognized by the system?
  - How to change email registered in SIS account?
- University Legal Counsel Services**
  - How do I file a complaint?
  - Should the complaint be in writing?
  - What should be the content of the Complaint?
- Office of the University Registrar**
  - How do I apply for an Official Transcript of Records, Diploma, and other documents?
  - Admissions to PUP
  - Applying Online
- Cashier and Payment Services**
  - What should I bring to proceed to payment?
  - Payment Option (PUP Cashier Over the Counter Payments)
  - Payment Option (Landbank of the Philippines Online Collections and/or Over the Counter Payments)
- Office of Scholarship and Financial Assistance**
  - Where can we view the available scholarship programs?
  - Can I apply for more than one scholarship?
  - How do we contact the Scholarship Office?
- Library and Learning Resources Center**
  - General Library Services
  - Is the library open?
  - How do I borrow a book?
- Medical, Dental, and Psychological Needs**
  - Medical and Dental Services
  - Requesting for a Medical Clearance or Certificate
  - Counselling and Psychological Services
- Alumni Relations and Career Development Office**
  - Alumni Services
  - What are the requirements for students to secure Recommendation Letter to the Industry for OJT and possible enrollment?
  - How to request Transcript of Records?
- Computer, Device, and Printers Troubleshooting**
  - My computer freezes or is behaving strangely
  - Can't get on to the network, Internet, SIS?
  - Windows displays a blue screen during startup

The processes and services published as of writing include:

- Student records (requesting of documents, turnaround times, payment);
- Library services (using the NALLRC catalog, book borrowing procedures);
- Admission services (iApply, PUPCET, and transferring procedures); and
- Services of the University Legal Counsel (complaint filing procedures).

## 5. Quality Assurance Plans/Systems relevant the Bachelor of Science in Psychology Program

The BSPP fully supports the University's vision of quality. As such, it has developed its quality assurance systems in line with the College of Social Sciences and Development (CSSD), as well as the University's overall plan.



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### PLANNING PROCESS

#### 5.1. CSSD Quality Assurance Plans

The PUP College of Social Sciences and Development (CSSD) shall become one of the leading colleges on social sciences and development in the country.

**College of Social Science and Development**  
7 Goals

**I envision the College of Social Sciences and Development of PUP to be one of the leading colleges that offers social science programs in the country.**

**1** Optimize academic excellence through the cultivation of the trifocal functions of the academe: instruction, research and extension.

**2** Sustain disciplinal integrity while pursuing interdisciplinary and multidisciplinary approaches in the social sciences and development.

**3** Develop leadership and innovative skills among the faculty members and students in meeting the challenges that confront the various sectors of Filipino societies.

**4** Establish linkages with stakeholders such as academic institutions, professional organizations, government and non-government organizations, the private sector and alumni for the improvement of the academic programs and services of the college.

**CONSULTATIVE MEETING WITH ALUMNI**



**5** Cultivate sense of proactive involvement towards nation-building and the preservation of democratic processes.

**6** Utilize the social sciences in capacitating and engaging various stakeholders to address societal problems and attain social development.

**7** Foster humanism, nationalism and the preservation of cultural heritage.

To realize its vision, the College of Social Sciences and Development (CSSD) shall pursue the following goals:

1. Optimize academic excellence through the cultivation of the trifocal functions of the academe: instruction, research and extension;
2. Sustain disciplinal integrity while pursuing interdisciplinary and multidisciplinary approaches in the social sciences and development;
3. Develop leadership and innovative skills among the faculty members and students in meeting the challenges that confront the various sectors of Filipino societies;
4. Establish linkages with stakeholders such as academic institutions, professional organizations, government and non-government organizations, the private sector



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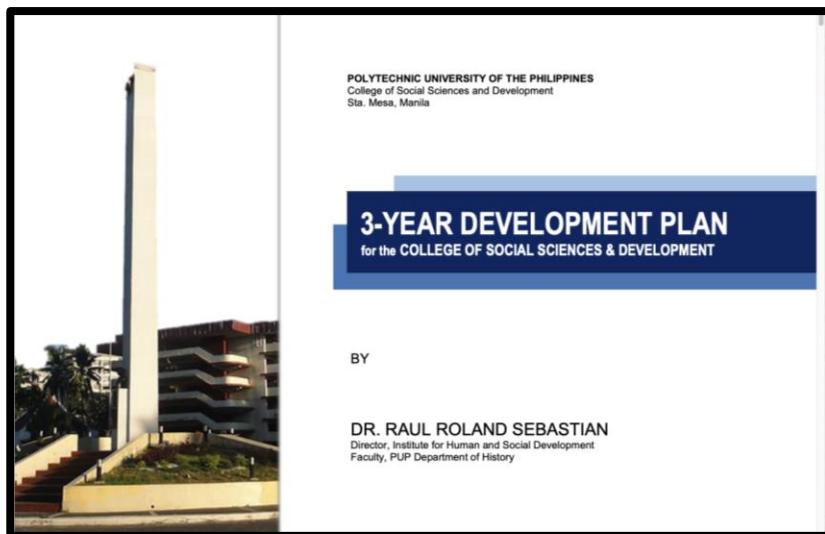
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and alumni for the improvement of the academic programs and services of the college;

5. Cultivate sense of proactive involvement towards nationbuilding and the preservation of democratic processes;
6. Utilize the social sciences in capacitating and engaging various stakeholders to address societal problems and attain social development; and,
7. Foster humanism, nationalism and the preservation of cultural heritage.

#### 5.2. CSSD Development Plan



The College of Social Sciences and Development aims to provide the highest standards of academic instruction in the field of social sciences. The College strives to produce knowledge through relevant studies in the different social science disciplines which address various social issues and problems. Towards a re-engineered PUP with responsive and innovative curricula and instruction, the College developed a four-year Action Plan anchored on the Ten Pillars of Pres. Muhi and PUP's 2020-2024 Institutional Development Plan. During the University-Wide Action Planning Workshop held on November 5-10, 2020, the College operationalized the Ten Pillars and incorporated it into the prospective programs and activities of CSSD.

CSSD Dean Dr. Raul Roland Sebastian envisions the College to be one of the leading social science colleges in the country. In pursuit of his vision, Dean Sebastian anchored his 7-Goals for the CSSD on the Ten Pillars and the IDP and presented this in the online College Faculty Meeting last October 18, 2021. The Dean pursues the cultivation of the trifocal functions of the academe (*i.e., instruction, research, and extension*) and promotion of disciplinal integrity while pursuing interdisciplinary approaches in social sciences to develop leadership and innovative skills which are crucial in meeting the challenges that confront the various sectors of Filipino societies. Dean Sebastian also aims to strengthen linkages with stakeholders such as academic



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institutions, professional organizations, government and non-governmental organizations for the improvement of the academic programs and services of the College.

The College lays down a plan to supervise, monitor and assess the teaching effectiveness of the faculty based on the procedures on the preparation and submission of Office Performance Commitment Review (OPCR). The OPCR is an instrument to evaluate the performance of the academic and administrative offices and to ensure that the objectives and goals of all offices are aligned with the institutional objectives of the University. The Dean of the College is responsible in cascading the assigned tasks and targets to the faculty based on the OPCR. At the level of the College, the Chairpersons supervise and oversee the consolidated submission of the IPCR of each faculty member and submits the same to the Office of the Dean.

The CSSD'S Development Plan identifies programs and projects that support and are aligned to the University's development plan for the next four years.

The CSSD Development Plan can be accessed here:

<https://drive.google.com/file/d/1AKZNKLsRMslFePr18DWR5HdCLDpimVUJ/view?usp=sharing>

### 5.3. CSSD Action Plan

In order to monitor extent of accomplishments of the College aligned to the 10 Pillars of President Manuel M. Muhi, annual assessment and strategic planning was conducted from 2020-2024. This proves the contributions of the College in the present vision, mission, goals, and objectives of the University.

UNIT IDP PERFORMANCE REVIEW (2020 to 2023) Name of Delivery Unit: COLLEGE OF SOCIAL SCIENCES AND DEVELOPMENT							Annex B - IDP Assessment Template
Key Result Area	Key Performance Indicator	Responsible Office	Implementation Period	Extent of Accomplishment			Reason for Non-Accomplishment
				2020	2021	2022	
KRA 1: Nationally and internationally accredited academic programs	KPI1: 100% of the regular offerings are compliant with relevant CMOs	OVPAA OVPBSC QAC	2020-2024: 100% compliant		All current programs of the college were revised following the guidelines of the University and the CHED Memorandum Order 6/6 programs of the college submitted for COPC	6/6 programs of the college submitted for COPC	All programs submitted for COPC
	KPI2: 100% of academic programs in the main campus with relevant CMOs were submitted for issuance of Certificate of Program Compliance (COPC)		2020 2021: 55% 2022: 75% 2023: 95% 2024: 100%		All programs submitted for COPC	All programs submitted for COPC	
	KPI3: 25% of academic programs in Branches with relevant CMOs were submitted for the issuance of Certificate of Program Compliances		2020 2021: 15% 2022: 25% 2023: 25% 2024: 25%		Branches process their own COPC College level assistance for documents needed	Branches process their own COPC College level assistance for documents needed	
	KPI4: 10% of academic programs in Campuses with relevant CMOs were submitted for the issuance of Certificate of Program Compliances		2020 2021: 5% 2022: 5% 2023: 7% 2024: 15%				
	KPI5: 100% of acceptable programs passed the simulated accreditation before reformatory survey		2020 2021: 25% 2022: 50% 2023: 75% 2024: 100%	2021: BS Econ and BA History Level IV	2022: BA Socio and BS Coop Level IV	2023: BS Psychology Visit for Level IV	



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The CSSD Action Plan may be accessed here:

<https://docs.google.com/document/d/1lfAHgm1-pSTTL9fHoz2h3mpTPII2tHU1/edit>

#### 5.4. CSSD Office Commitment Management Review

The deans of the different colleges in the University are required to prepare an Office Performance Commitment and Review (OPCR) for the first semester of the calendar year, from January to June and for the second semester, from July to December. This OPCR is prepared to ensure the alignment of office goals to institutional goals for the realization of desired organizational outcomes; to empower the employees in the performance of their respective duties and responsibilities; to enhance the performance and outputs of offices and the individual members of the organization; and to motivate the employees to develop themselves as highly effective skilled workers and professionals by reaffirming their strengths through granting of awards, recognition and performance-based incentives, and identifying and overcoming their weaknesses through appropriate developmental interventions. The approved OPCRs shall be cascaded by the deans/directors of the different colleges to their respective faculty members. The deans shall be responsible in the assignment of tasks to the individual faculty members based on the targets indicated in the approved OPCR of their respective colleges.

In line with this, the chairperson of each department and faculty members under each department are required to accomplish their Individual Performance Commitment and Review (IPCR) as part of their commitment.

Shown below are individual samples of the OPCR of compilation, using MS Teams with the approved ratings of the evaluator and the IPCR of the faculty member.



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Name	Modified By	Modified
Core Functions	Christine Del Rosa...	October 25, 2022
Strategic Priority	Christine Del Rosa...	October 25, 2022
Support Functions	Christine Del Rosa...	October 25, 2022
ACADEMIC OFOSI for 2022 .docx	Lorraine Charmay...	October 27, 2022
CSSD - OVPA Sector Validation Report 1...	Kenneth Bryan Tana	November 1, 2022
CSSD Jan to June 2022 Revised-Validate...	Cleotilde L. Cresc...	November 9, 2022
CSSD Jan to June 2022 Revised-Validati...	Lorraine Charmay...	November 8, 2022
CSSD-OPCR-January-to-June-2022-1.d...	Lorraine Charmay...	November 8, 2022

The document is a scanned copy of a signed Office Performance Commitment and Review (OPCR) form. It includes the following sections:

- Header:** Republic of the Philippines, POLYTECHNIC UNIVERSITY OF THE PHILIPPINES, Sta. Mesa, Manila.
- Form Title:** OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR) FORM
- Text:** I, ELMER G. DE JOSE, of the Graduate School, PUP-Main, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January to June 2021.
- Signature:** ELMER G. DE JOSE, Dean, Graduate School, Date: August 4, 2021.
- Table:** Reviewed and Recommended for Approval by: Dr. Emanuel C. De Guzman, Vice President for Academic Affairs; Approved by: Dr. Marjel M. Muhi, University President.
- Table:** STRATEGIC PRIORITY (with rows for 1. Improved quality of services of the college through: 1.1 Outcomes-Based Syllabus Development / 1.2 Internationalization Program/Activity; and 2. Human Resource Development: 2.1 Faculty Members / Administrators Personnel Attended Seminars / Foral Conferences / Job-Related Trainings / Workshops in Institutions Local, National/International level; 2.2 Attendance/Participation in GAD-Related Programs/Projects/ Activities).



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Republic of the Philippines  
POLYTECHNIC UNIVERSITY OF THE P.  
Sta. Mesa, Manila

Sector : Academic  
Name of Office : GS

**OPCR SCORE CARD**

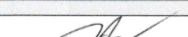
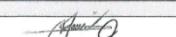
July to December 2021

Item/s	Score Given by Core Group			Score Given by Validating Team		
	Q	E	T	Q	E	T
<b>Strategic Priority</b>						
Outcomes-Based syllabus		2.08				
Internationalization		5				
Academic Development		5				
Trainings/seminars for regular faculty		5				
trainings and seminars for part time f		5				
GAD Attendance		1.24				
Increase in completed research		3				
VA compliance			5			
<b>Total Points</b>	-	26.32	5	-	-	-
<b>Core Functions</b>						
accredited programs		5				
COPC application		1				
Faculty evaluation by super	4.2					
Research completed		5				
Published paper		5				
paper presented		1				
completed research within a timeframe		1				
externally funded research		5				
pursuing advanced studies		1				
local/regional linkages		3				
national linkages		3				
international linkages		3				
Approved extension project		5				
person trained by weight		5				
rate of training	4.93					
externally funded extension		5				
simple request			3			
complex request			3			
commitment under core						
<b>Total Points</b>	9.13	42	6	-	-	-
<b>Total Points (SP + Core)</b>	9.13	68.32	11	-	-	-
<b>Total no. of Item Ratings (SP+Core)</b>	2	19	3	-	-	-

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Average Rating (SP+Core)	3.68542	#DIV/0!
Weighted Ave. (SP+Core) (20%)	2.94833	#DIV/0!
Support Functions		
Attendance	1	
Subject Offerings	5	
Teaching Assignments	5	
Budget Utilization	1.36	
Total Points	- 2.36	10 - - - -
Total no. of Item Ratings (Support)	- 2	2 - - - -
Average Rating (Support)	3.09000	#DIV/0!
Weighted Ave. (Support) (20%)	0.61800	#DIV/0!
Final Rating	3.56633	#DIV/0!
Validated by	:	 <u>Delphine C. Palillo, DEM</u> Head of Validating Team
Conforme	:	 <u>Dr. Elmer G. De Jose</u> Head of Concerned Unit

## *Office Performance Report Scorecard*

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)				
<p>I, MARION A. CRESCENCIO, of the GRADUATE SCHOOL Office/Department/Branch/Campus of POLYTECHNIC UNIVERSITY OF THE PHILIPPINES commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JANUARY to JUNE , 2019</p> <p style="text-align: right;"><i>[Signature]</i> MARION A. CRESCENCIO Chief, Research Center/ GS Secretary</p> <p style="text-align: right;">December 16, 2019</p>				
Reviewed by:	Date	Approved by:		
 <b>DR. MA. JUNITHESMER D. ROSALES</b> Immediate Supervisor		 <b>DR. MANUEL M. MUHI</b> Head of Office		
Output	SUCCESS INDICATORS	Actual Accomplishments	Rating	Remarks
			Q <sup>1</sup> E <sup>2</sup> T <sup>3</sup> A <sup>4</sup>	
<b>Strategic Priority:</b> Improved Quality of the Services of the Sector thru: 1. Academic Program Development. 2. Human Resource Development. 2.1. attended seminars / fora / conferences / job-related trainings / workshops in institutional / regional /national /international level.	Not Applicable	Attended at least 32 hours of relevant faculty/staff development activities and seminars within one year. (E)  Attended at least 8 hours of job-related training activities within the year. (E)	(To be accomplished July – December 2019)	 <b>RECEIVED</b> HUMAN RESOURCE MANAGEMENT DEPARTMENT Date/Time: 20 DEC 2019 PMES
2.2. Professional Development	N/A	N/A		<b>Efficiency</b> Scale Description By: <i>[Signature]</i> 5 130% and above 4 115% - 129% 3 90% - 114% 2 51% - 89% 1 50% and below
3. Facilities Improvement.				
3.1. Classroom and Laboratory Improvement.	Not Applicable	N/A		
3.2. Office Improvement.	Not Applicable	N/A		
4. Systems/Operations Improvement.	Not Applicable	N/A		

## *Individual Commitment Performance Review*



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A full sample of the OPCR and IPCR report for 2022 may be accessed through this link:

<https://drive.google.com/drive/folders/1ywHZ6c6bnr-77SYKQuDuB0RUqnTa5LM6?usp=sharing>

#### CSSD Strategic Planning Seminars and Regular Faculty Meetings

Also of importance are regular meetings that are held for the faculty and officials for planning and monitoring of activities as well as for addressing the various concerns in relation to the smooth operation of the college.

Strategic planning and team building events, and regular faculty meetings are crucial in achieving the goals of the College to ensure the participation and coordinated actions of its members. Strategic planning also promotes collaboration among faculty members from the different departments and disciplines. Plans and programs work on the principles and methods of participatory and inter-disciplinary development to allow vigorous engagement of the faculty in developing responsive and innovative curricula and instructional materials.

Before the opening of every semester, the College holds regular faculty meetings to cascade new guidelines and instructions from the Office of the Vice President for Academic Affairs. In 2020, the College held its first Virtual College Meeting due to the lockdown restrictions brought by the COVID-19 pandemic. The University is among the universities and academic institutions in the Philippines and perhaps in the world which made a major shift from face-to-face classes to flexible and online learning.





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#### 5.5. Bachelor of Science in Psychology Development Plan

To realize the Vision and Mission of the University and the College, the Psychology Program aligns its plans with the direction towards a National Polytechnic University. The Psychology Program, through the tri-focal function, continuously provides quality service as reflected in its plans and the consistent stellar performance and outcomes.



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POLYTECHNIC UNIVERSITY OF THE PHILIPPINES Office of the Vice President for Academic Affairs College of Social Sciences and Development						
DEPARTMENT OF PSYCHOLOGY DEVELOPMENT PLAN CY 2021-2024						
Objectives	Activities/Tasks	Expected Output	Performance Indicators			
			2021	2022	2023	2024
PILLAR 1: DYNAMIC, TRANSFORMATIONAL AND RESPONSIBLE LEADERSHIP <ul style="list-style-type: none"> <li>▪ Provide strategic leadership to sustain responsiveness</li> </ul>	<ul style="list-style-type: none"> <li>• Implementation of University policy for assigning of teaching loads to faculties</li> <li>• Encourage faculty to enroll and finish their master's and/or doctorate degree in line with the field of Psychology</li> <li>• Encourage faculty members to become Registered Psychometrists and/or Psychologists</li> </ul>	Motivated and challenged faculty members, strengthening classroom discussions and management	50%	60%	70%	80%
PILLAR 2: SUPPORT AND UPHOLD THE PUP COMMITMENT FOR EPISTENIC COMMUNITY THROUGH STRONG GOVERNANCE <ul style="list-style-type: none"> <li>▪ Support and uphold the PUP Commitment for Epistemic Community through strong governance</li> <li>▪ Maintain transparency for funds</li> </ul>	<ul style="list-style-type: none"> <li>• Participation and support to University activities and functions</li> <li>• Well-defined calendar of activities</li> <li>• On-time dissemination of memorandums and guidelines to students and faculties</li> <li>• Observance of transparency through preparation and submission of financial reports</li> </ul>	Active Participation of Faculty and Students towards Department, College and University Functions  Compliances to memorandums and individual commitments of faculty and students	75%	80%	90%	100%
		Liquidated and properly document financial reports	100%	100%	100%	100%

DEPARTMENT OF PSYCHOLOGY DEVELOPMENT PLAN CY 2021-2024

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Objectives	Activities/Tasks	Expected Output	Performance Indicators				Monitoring Scheme
			2021	2022	2023	2024	
PILLAR 2: RESPONSIVE AND INNOVATIVE CURRICULA AND INSTRUCTION <ul style="list-style-type: none"> <li>▪ Enhance the Psychology curriculum in comparable with top universities locally and internationally</li> <li>▪ Develop curriculum and syllabi in response to the current FlexTel Learning Modality</li> </ul>	<ul style="list-style-type: none"> <li>• Conduct annual/periodic consultation meetings with faculty, alumni, industry partners and professional organization relative to review of current curriculum and recommendation of changes as it may align to current trends and CHED requirement for the BS Psychology curriculum</li> <li>• Benchmarking of curriculum and syllabi</li> <li>• Semestral consultation with the faculty for revision/update of IMs</li> </ul>	CHED compliant curriculum  Increase in the Psychometrician board exam performance every year  Graduates are globally competitive as being indicated by increasing employment rate  Accredited and Recognized BS Psychology Program	70%	75%	80%	90%	Board Exam Performance  Tracer Study  Program Profile and Recognition
PILLAR 5: EMPOWERED FACULTY MEMBERS AND EMPLOYEES <ul style="list-style-type: none"> <li>▪ Develop a well-defined faculty development program</li> </ul>	• Empower faculty development through technical trainings, seminars and continuing professional education	Strategically and well-motivated faculty members	75%	80%	90%	100%	Faculty Profile and Evaluation
PILLAR 6: VIGOROUS RESEARCH PRODUCTION AND UTILIZATION <ul style="list-style-type: none"> <li>▪ Uphold the value of research for academic growth</li> </ul>	<ul style="list-style-type: none"> <li>• Enhance publication capability of faculty and student researches to institutional, national and international journals</li> <li>• Encourage presentation of faculty and student researches to institutional, national and international conferences, seminars, and for a</li> <li>• Research Mentoring (co-authorship) between faculty and students</li> </ul>	Increase in faculty and student research publication outputs in Institutional, regional, national and international journal  Increase in faculty and student research outputs per year duly presented in National Colloquium and Competitions	75%	80%	90%	100%	Awards and Achievements in Research of Faculty and Students  Journal Publications
PILLAR 8: SYNERGISTIC, PRODUCTIVE, STRATEGIC NETWORKS AND PARTNERSHIPS <ul style="list-style-type: none"> <li>▪ Strengthen the extension program of the department</li> <li>▪ Continuous consultation with industry partners as</li> </ul>	<ul style="list-style-type: none"> <li>• Adoption of a community, organization or institution</li> <li>• Align faculty and student studies for the needs of the community to incorporate extension in research</li> <li>• Coordinate with the industries in the field of psychology</li> </ul>	Offer psychological services among the beneficiaries  Responsive faculty and students towards community involvement  Increase the student and faculty with scholarships from different GOs, NGOs and Industry Partners	75%	80%	90%	100%	Extension Program Evaluation and Assessment  Minutes of Meeting  Memorandum of Agreements

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Objectives	Activities/Tasks	Expected Output	Performance Indicators				Monitoring Scheme
			2021	2022	2023	2024	
possible internship site for students							
PILLAR 9: ACTIVE AND SUSTAINED STAKEHOLDERS' ENGAGEMENT	<ul style="list-style-type: none"><li>• Develop a unified Psychology department through building up an open communication system</li><li>• Conduct consultative meeting with faculty and students for academic challenges and constraints</li><li>• Support faculty and student activities relevant to personality development</li><li>• Formation of student-faculty cell groups for Certification examination review and tutorials</li></ul>	<p>Harmonic Internal Communication with the department</p> <p>High Faculty-Student interactive learning program</p>	75%	80%	90%	100%	Minutes of Meeting Concept Papers and Accomplishment Reports

LORRAINE CHARMAYNE S. MANANSALA, MPsy, RPm  
Faculty, Department of Psychology

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#### 5.5.1. Curriculum Revision

A systematic procedure was followed in the curriculum revision. Firstly, the program curriculum was developed based on the curricular development guidelines released by the Office of the Vice President for Academic Affairs (OVPA) after which the Department Curriculum Evaluation Committee (DCEC), chaired by the Department Chairperson, and composed of experts in the discipline, practitioners from business and industry, alumni, faculty, and senior students convened and revised the curriculum. Next, the DCEC reviewed and evaluated the curriculum based on the objectives of the University Curriculum Evaluation Committee (UCEC), headed by the OVPA. Furthermore, benchmarking was done through a survey that was conducted by the Psychology Department to compare the existing curriculum with the updated CHED thrusts, policies, and standards, as well as with those institutions recognized as COE/COD, vis-a-vis PRC rules and policies, AACUP curricular standards, and the professional organizations' curricular guidelines.

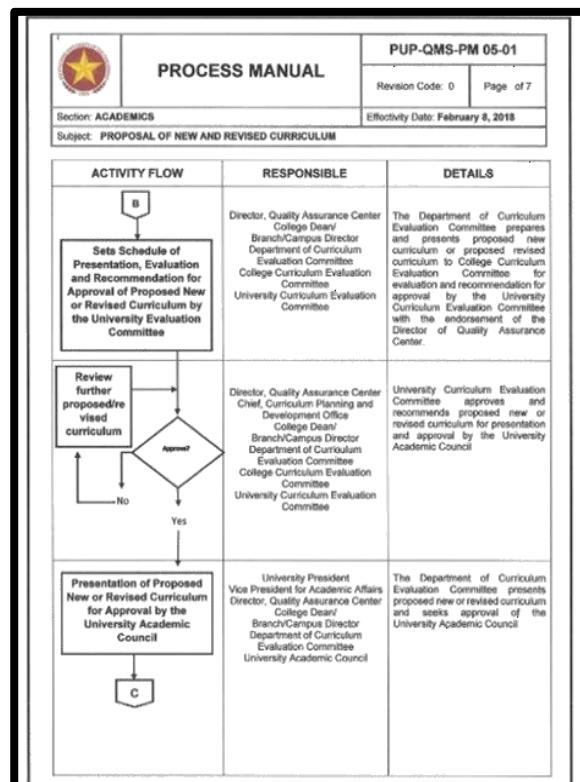
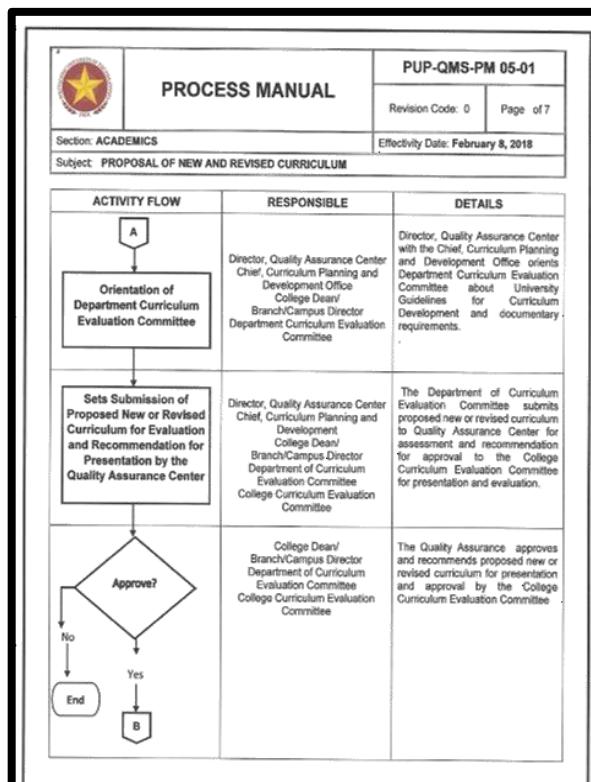
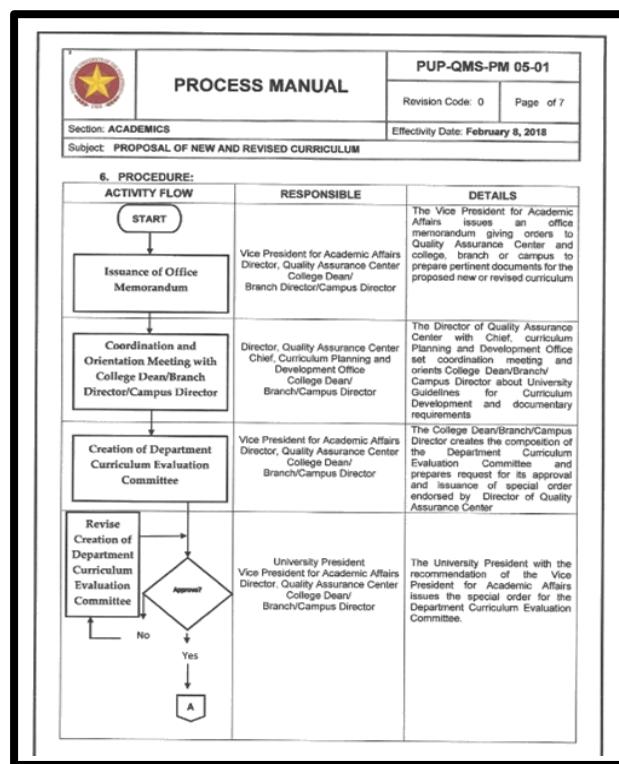
At the College level, the CSSD College Curriculum Evaluation Committee (CEC), chaired by the Dean, reviewed and enhanced (if needed) the proposed curriculum submitted by the DCED and endorsed it to the UCEC for further review and approval.

The University Curriculum Evaluation Committee (UCEC) reviewed and further enhanced the proposed revised curriculum submitted by the CCEC and recommended the same to the University Academic Council for another review and ultimately its approval.



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Process flowchart for curriculum revision



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COMMITTEES FORMED IN THE IMPLEMENTATION OF THE PROGRAM														
COMMITTEE (DCEC, CCEC, and UCEC)	COMMITTEE ROLES AND TASKS	FEEDBACK FROM STAKEHOLDERS (e.g. minutes of meeting/s, emails, notice of meeting/s, photos, etc.)												
DCEC	The process begins from the Department Curriculum Evaluation Committee (DCEC) for review and drafting. The DCED chaired by the Department Chairperson, which is composed of experts in the discipline, practitioners from business and industry, alumni, faculty, and senior students shall convene and revise the curriculum. The DCEC shall review and evaluate the curriculum based on the objectives of the University Curriculum Evaluation Committee. Furthermore, benchmarking shall be done through a survey to compare the existing curriculum with the updated CHED thrusts, policies, and standards, with institutions recognized as COE/COD, vis-a-vis PRC rules and policies, AACUCCP curricular standards; and the professional organization curricular guidelines.													
CCEC	At the college level, the committee i.e., College Curriculum Evaluation Committee, which is chaired by the Dean of the College, shall review and improve (if needed) the proposed curriculum submitted by the DCED and endorse it to the University Curriculum Evaluation Committee (UCEC) for further review and approval.	<p>NOTICE OF MEETING</p> <p>TO : CSSD Chairpersons Selected Senior Faculty members OJT and QA Coordinator</p> <p>FROM : Dr.  Roland Sebastian Dean</p> <p>RE : Curriculum Development Committee</p> <p>DATE : 13 April 2022</p> <p>===== Greetings! This is to respectfully inform you to attend our Curriculum Development Committee meeting on the specified schedule for your department below.</p> <table border="1"><thead><tr><th>DEPARTMENT</th><th>DATE AND TIME</th></tr></thead><tbody><tr><td>Department of Economics</td><td>April 19, 2022, 1:30 p.m.</td></tr><tr><td>Department of Psychology</td><td><b>April 21, 2022, 2:00 p.m.</b></td></tr><tr><td>Department of History</td><td>April 22, 2022, 10:00 a.m.</td></tr><tr><td>Department of Sociology</td><td>April 22, 2022, 1:30 p.m.</td></tr><tr><td>Department of Cooperatives and Social Development</td><td>April 25, 2022, 1:30 p.m.</td></tr></tbody></table> <p>The link for the zoom session shall be cascaded to all of you right before the meeting. Your attendance is highly anticipated. Thank you and be safe always!</p> <p>Room 210 North Wing PUP A. Malina Campus Anexas Street, Sta. Mesa, Manila 1016 Phone: (+63 2) 835-1787 or 835-1777 local 347 Website: <a href="http://www.pup.edu.ph">www.pup.edu.ph</a> Email: <a href="mailto:cso@pup.edu.ph">cso@pup.edu.ph</a></p> <p>"The Country's 1<sup>st</sup> Polytechnic U"</p> <p> ISO 9001:2015 CERTIFIED CERTIFICATE NUMBER: ESPW4126</p>	DEPARTMENT	DATE AND TIME	Department of Economics	April 19, 2022, 1:30 p.m.	Department of Psychology	<b>April 21, 2022, 2:00 p.m.</b>	Department of History	April 22, 2022, 10:00 a.m.	Department of Sociology	April 22, 2022, 1:30 p.m.	Department of Cooperatives and Social Development	April 25, 2022, 1:30 p.m.
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UCEC	The University Curriculum Evaluation Committee (UCEC) shall review and further enhance the proposed revised curriculum submitted by the CCEC and recommend the same to the University Academic Council for another review and ultimately its approval.	Link to UCEC minutes of the meeting: <a href="#">ATTACHMENT</a> <a href="#">K-CSSD-UCEC-May 16.edited.doc.pdf</a>												



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	Lastly, the University Academic Council shall finally review and approve the proposed revised curriculum submitted by UCEC. After its approval, the revised curriculum shall be implemented the following academic school year.	
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#### Syllabi Preparation

After the revision of the curriculum, the syllabi in the different subjects were/revised and updated to make them more sensitive to the needs of industry.

The Office of the Vice-President for Academic Affairs monitor changes and directives from CHED such as CHED Memorandum Orders, then disseminate the new directives to all college deans. The Dean disseminates all the directives/information to the Chairpersons.

To ensure the effective performance of the faculty in the formulation of the syllabus, a preliminary meeting was called by the Program Chair to discuss new subjects that required the preparation of a syllabus as well as of subjects where syllabi need revisions.

The Program Chair then consulted the faculty as to their subject preferences, field of specialization, and interest as well as their teaching performance to be able to identify the faculty who is best qualified to prepare the required syllabus.

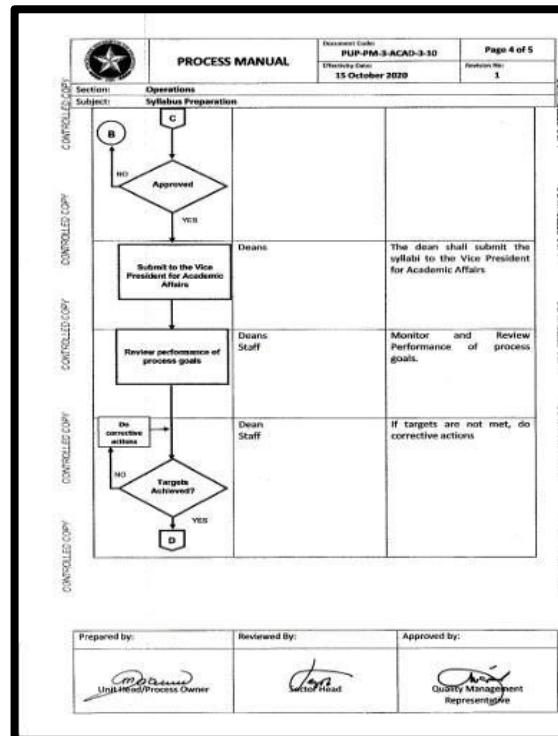
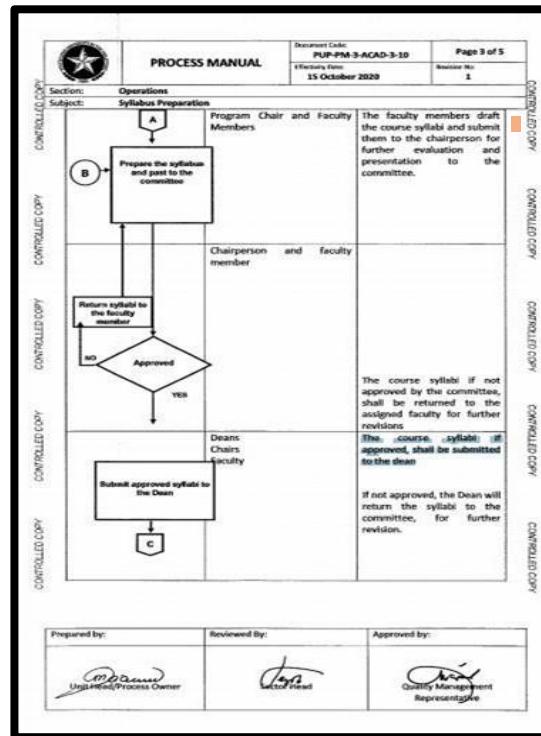
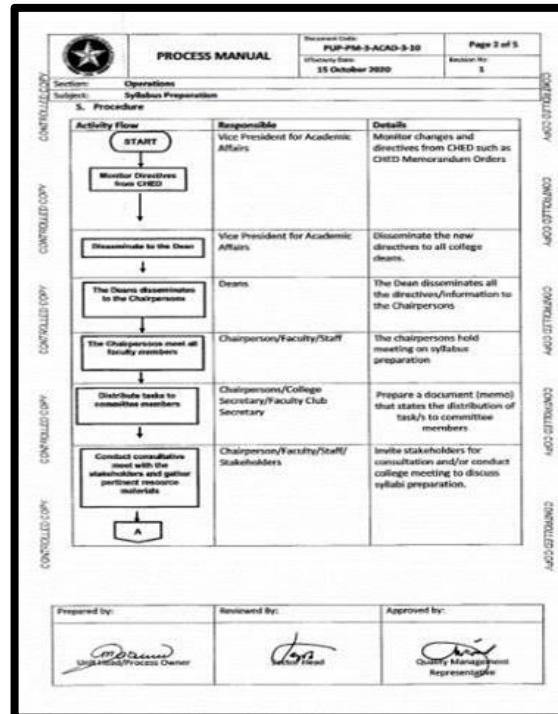


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<b>CONTROLED COPY</b>  <b>PROCESS MANUAL</b> Document Code: PUP-PM-3-ACAD-3-10 Effective Date: 15 October 2020 Revision No: 1 <b>Operations</b> <b>Syllabus Preparation</b>	<b>CONTROLED COPY</b> Page 1 of 5 1. Purpose 1.1 To ensure that syllabi are prepared in conformed to CHED and curriculum requirements 1.2 To ensure that syllabi preparation is carefully handled by the chairperson and faculty members of each department, to be supervised by the Dean 1.3 To ensure that the faculty members are provided with proper training and orientation on the latest information and trends specifically the Outcomes Based Education 1.4 To ensure that the faculty members follow the guidelines and procedures in the formulation of the syllabi 1.5 To ensure that the faculty members finalize and submit the completed syllabus to the Chairperson for evaluation and approval.  2. Scope The procedure starts from the order of the Vice President for Academic Affairs to formulate the syllabi following the newly approved curriculum, which shall be followed by the meeting and orientation of the faculty members on the need to create and/or revise syllabi based on the OBE format, and ends with the deliberation, evaluation, and approval of the syllabi.  3. Records <table border="1"> <thead> <tr> <th>Title / Code</th> <th>Location</th> <th>Retention Criteria</th> <th>Retention Period</th> <th>Disposal Method</th> </tr> </thead> <tbody> <tr> <td>Memorandum Order</td> <td>OVPA</td> <td>CHED MEMO</td> <td>Four (4) years</td> <td>Shred after Scanning</td> </tr> <tr> <td>Notice of Meeting</td> <td>OVPA</td> <td>CHED MEMO</td> <td>Four (4) years</td> <td>Shred after Scanning</td> </tr> <tr> <td>Guideline/Questionnaire</td> <td>OVPA</td> <td>CHED MEMO</td> <td>Four (4) years</td> <td>Shred after Scanning</td> </tr> <tr> <td>Minutes of the Meeting</td> <td>OVPA</td> <td>CHED MEMO</td> <td>Four (4) years</td> <td>Shred after Scanning</td> </tr> </tbody> </table> 4. References 4.1 ISO 9001:2015 Clause 7.5 Documented Information and Clause 8 Operation 4.2 Related documents linked to the procedure 4.2.1 Procedure for Control of Nonconformity and Corrective Action Planning, PUP-QMIS-PM-05-XX 4.2.2 Curriculum Design and Development	Title / Code	Location	Retention Criteria	Retention Period	Disposal Method	Memorandum Order	OVPA	CHED MEMO	Four (4) years	Shred after Scanning	Notice of Meeting	OVPA	CHED MEMO	Four (4) years	Shred after Scanning	Guideline/Questionnaire	OVPA	CHED MEMO	Four (4) years	Shred after Scanning	Minutes of the Meeting	OVPA	CHED MEMO	Four (4) years	Shred after Scanning
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Prepared by: <b>Unit Head/Process Owner</b> Reviewed by: <b>Sector Head</b> Approved by: <b>Quality Management Representative</b>																										



Process flowchart for syllabi preparation

Tasking was done and a general format for the syllabus formation was distributed to the faculty. The faculty was given at least three to four weeks to prepare the syllabus, after which, another meeting was set for syllabus presentation and critiquing. Also, stakeholders are invited for consultation.

The faculty members draft the course syllabi and submit them to the chairperson for further evaluation and presentation to the committee. The course syllabi if not



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approved by the committee, shall be returned to the assigned faculty for further revisions. After a thorough evaluation and critiquing, the faculty affixed their signatures on the original copy of the syllabus to manifest their approval.

The approved syllabi were then forwarded to the Dean through proper transmittal.

<div style="border: 1px solid black; padding: 10px; margin-bottom: 10px;"> <p align="center"><b>Republic of the Philippines</b> <b>POLYTECHNIC UNIVERSITY OF THE PHILIPPINES</b> College of Social Sciences and Development Department of Psychology</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td>Course Title : ABNORMAL PSYCHOLOGY</td> <td>Course Code : PSYC 3009</td> <td>Course Credit : 3 Units</td> </tr> <tr> <td>Pre-Requisite : PSYC 3003, PSYC 3006</td> <td colspan="2">Course Description : An introduction to the nature, causes, and possible interventions of psychological disorders. The students are expected to be familiar with the nomenclature and classifications of mental disorders, by the end of the course. 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Demonstrate interest and appreciation of the importance of knowing the results of research in abnormal behavior.</td> <td>• Orientation • Group discussion • Self-assessment • Role play • Ice breaker activity</td> <td>Course Syllabus</td> <td>None</td> </tr> <tr> <td>Week 2</td> <td>A. Introduction: Historical Roots of Abnormal Behavior and Methods of Research</td> <td>b. Understand the historical roots of abnormal behavior. c. Understand and gain from the criteria of abnormal behavior. d. Recite the definition and apply scientific method to cover the fixation.</td> <td>• Lecture and Discussion • Group Activity • Case Analysis</td> <td>Jones, Jil L. and Steven M. Miller (2013). Abnormal Psychology. Peter D. Smith (2013). Abnormal Psychology.</td> <td>Advanced Organizers Case Report Reflection Paper</td> </tr> </tbody> </table> <p align="center"><small>Updated as of 2021 Avon 20 North Wing P.O. Mabini Campus Avenue Street, Sta. 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Identify the early intervention supports and services.	k. Apply the basic principles and research tools that will determine the abnormal behavior of individuals.	l. Explain the importance of cultural relativism in abnormal behavior.	m. Evaluate the significance, benefits, and limitations of diagnostic and statistical manual for mental disorders.	n. Explain abnormal behavior using major theories and research practices.	o. Identify socio-cultural factors that may impact on mental health problems.	p. Identify identification and diagnosis of abnormal behavior.	q. Apply diagnostic theories and methods, specifically,	r. Apply diagnostic theories and methods, specifically,	Pursue Life-Long Learning		Sense of Nationalism and Global Responsibility	a. Correctly apply the theories, principles, concepts and skills in psychology in an employment setting, using the knowledge and skills in psychology, and communicate the results of each research to both specialist and non-specialist audiences.	Community Engagement	b. Demonstrate an understanding of the importance of knowing the results of research in abnormal behavior and diagnosis of psychological disorders.	Adaptability to Rapid Technological Changes	c. Undertake further training for developing existing skills and acquiring new skills to keep up with the rapid technological changes in graduate education or in an employment context.	High Level of Leadership and Organizational Skills	d. Demonstrate leadership in the workplace.	Sense of Personal and Professional Ethics	e. Demonstrate understanding of the ethical dimensions of the use of psychological theories and methods.	Week	Topic	Learning Outcomes	Methodology	Resources	Assessment	Week 1	Introduction to the course contents, activities, and requirements.	a. Demonstrate interest and appreciation of the importance of knowing the results of research in abnormal behavior.	• Orientation • Group discussion • Self-assessment • Role play • Ice breaker activity	Course Syllabus	None	Week 2	A. Introduction: Historical Roots of Abnormal Behavior and Methods of Research	b. Understand the historical roots of abnormal behavior. c. Understand and gain from the criteria of abnormal behavior. d. Recite the definition and apply scientific method to cover the fixation.	• Lecture and Discussion • Group Activity • Case Analysis	Jones, Jil L. and Steven M. Miller (2013). Abnormal Psychology. Peter D. Smith (2013). Abnormal Psychology.	Advanced Organizers Case Report Reflection Paper	Class Standing	70%	• Quizzes		• Assignments		• Recitations		• Projects/Assignments/Seawork/Special Report		Total	30% 100%	Midterm / Final Term Examinations	30%	Total	100%	Midterm Grade / Final Term Grade	-	FINAL GRADE	
Course Title : ABNORMAL PSYCHOLOGY	Course Code : PSYC 3009	Course Credit : 3 Units																																																																																		
Pre-Requisite : PSYC 3003, PSYC 3006	Course Description : An introduction to the nature, causes, and possible interventions of psychological disorders. The students are expected to be familiar with the nomenclature and classifications of mental disorders, by the end of the course. Indigenous concepts of abnormality and abnormal behavior will also be discussed.																																																																																			
Institutional Learning Outcomes	Program Outcomes	Course Objectives																																																																																		
Creative and Critical Thinking																																																																																				
Effective Communication																																																																																				
a. Demonstrate theoretical knowledge in psychology specifically, demonstrate an understanding of theories, principles, concepts, and skills in psychology.	b. Develop and sustain arguments about established principles in psychology.																																																																																			
c. Critically evaluate the established principles in psychology.	d. Comprehend and evaluate new information related to psychology (e.g., theory, concepts, data) that may be presented in various forms and from various sources.																																																																																			
e. Demonstrate an understanding of the methods of psychological inquiry, specifically:	f. Understand and explain the rationale of methods of psychology.																																																																																			
g. Critically evaluate the appropriateness of different approaches to problem solving in the field.	h. Apply this knowledge to mental health problems and create approaches to problem solving in an applied or an employment context.																																																																																			
Distinguishing Features																																																																																				
i. Demonstrate the introduction, history, and social forces in abnormal behavior.	j. Identify the early intervention supports and services.																																																																																			
k. Apply the basic principles and research tools that will determine the abnormal behavior of individuals.	l. Explain the importance of cultural relativism in abnormal behavior.																																																																																			
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A Compilation of the Outcomes-Based Syllabi may be accessed through this link:

[https://drive.google.com/drive/folders/1V5NDayvr4seM5QduSM\\_sWIK\\_vNj1IRFx?usp=sharing](https://drive.google.com/drive/folders/1V5NDayvr4seM5QduSM_sWIK_vNj1IRFx?usp=sharing)

## 6. Manuals that Ensure Quality

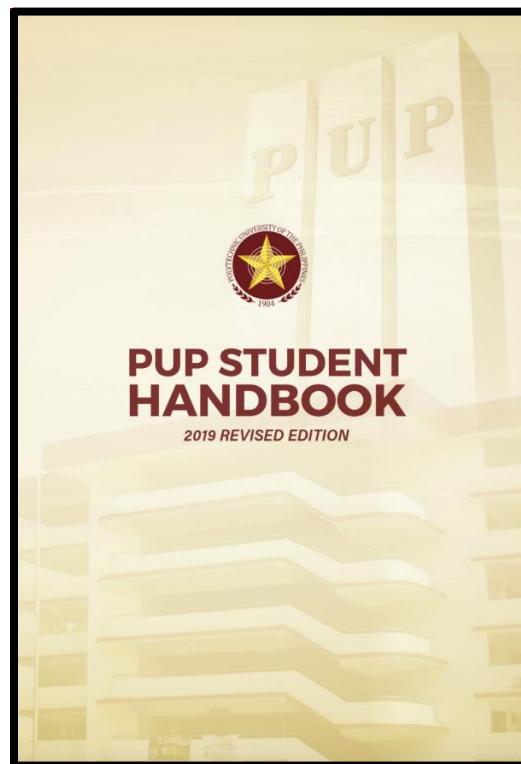
### 6.1. Student Handbook

The PUP Student Handbook is a compendium of information on student concerns and interests. It serves as an enduring landmark of the PUP community, reflecting the external and internal substance of life in the academe.

The Handbook also echoes the sounds and nuances of learning, including the code of conduct, scholastic standards, cultural and religious guidelines, and such other policies and directives that lend distinction to PUP as a fount of knowledge and skills. Prefaced by the PUP philosophy, vision, and 10-point agenda, the PUP Student Handbook is a veritable gateway to students' holistic development.

A complete copy of the Handbook may be accessed through this link:

<https://drive.google.com/file/d/1la7SCKSIBJorxf-ssQsNECAwixFVUJm9/view?usp=sharing>





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#### 6.2. Thesis and Dissertation Manual

The University has a policy that requires all students to produce scholarly research, particularly in the Psychology Program. The publication must explicitly bear the name of the PUP as the author's institutional affiliation. The policy has been stipulated in the Guidelines for Thesis and Dissertation Writing approved by the BOR during its 170<sup>th</sup> Regular Meeting held on September 16, 2020. The Thesis and Dissertation Writing process was Certified by ISO 9001:2015 December 2021.

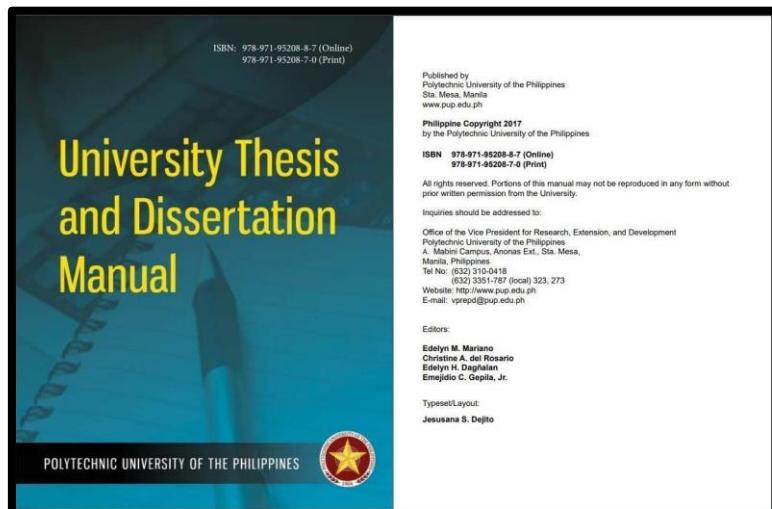
#### Research Ethics

The University strongly adheres to the ethical standards in the conduct of research. There is a sub-section on Ethical Considerations in Chapter 3: Research Methodology section of a thesis/dissertation, as stipulated in the University Policy Manual on Thesis and Dissertation.

On February 21, 2020, the University President also issued the Memorandum Order No. 14 Series of 2020 re Revised Implementing Guidelines of University Research Ethics Board Structure and Functions. All students are required to secure an ethics clearance from the University Research Ethics Board before they can proceed with the data gathering process for their thesis/dissertation. The process was included in the Guidelines for Thesis and Dissertation Writing approved by the BOR during its 170th Regular Meeting held on September 16, 2020. The Thesis and Dissertation Writing process was Certified by ISO 9001:2015 December 2021.

The Manual can be accessed through this link:

<https://drive.google.com/file/d/1yWehi7YdrNKTktYTf909zXbHSNDgQO9Z/view?usp=sharing>





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#### 6.3. Extension Services Manual

The university extends its innovative practices in line with education through its extension services, guided by a well-established extension services manual which contains the extension agenda on various concerns and thrust. This area includes research-based extension projects and activities that provide relevant, needs-based services to identified partner schools and communities.

As a premier university, The Polytechnic University of the Philippines is at the forefront of delivering community extension service. Extension is described as the "heart and soul" of every institution of higher learning. Through extension services, the university is able to extend its expertise to the neighboring community and help them enhance their capabilities that eventually lead to the betterment of lives.

With this need, the operations manual was developed by, and implemented in the University. The Manual has Seven (7) Chapters, briefly:

**Chapter 1** has introduced the University Extension Agenda and the PUP Framework on Community Extension Service. It has also introduced the Salin Kaalaman Tungo sa Kaunlaran (SKTK) as the university's flagship program in extension.

**Chapter 2** has presented the Objectives of the university extension program, the University Extension organizational structure. The functions of each center, the duties, and responsibilities of officials and staff are also included.

**Chapter 3** has enumerated the processes and procedures in the university extension program proposal development, implementation, monitoring, and evaluation. Flowcharts have been provided to better describe the different processes involved in the holistic approach in extension management.

**Chapter 4** has introduced the newest unit of the EMO, Community Relations and Outreach Services, or CROS. This unit has been the arm of the university in reaching out to the communities by providing basic and short-term services to its people. Significant outreach services that benefit the community, inside and outside of the university, are outlined in this chapter.

**Chapter 5** presents the mandate of the Center for Inclusivity and Diversity which hopes to advocate and champion the causes of the marginalized and underserved groups.

**Chapter 6**, on the other hand, has provided an idea of the Flagship Extension Program of the University, the Salin Kaalaman Tungo Sa Kaunlaran (SKTK). This flagship program



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highlights the extension efforts of the EMO specifically, in collaboration with the various colleges, branches and offices of the university.

Lastly, **Chapter 7** has explained the funding, incentives, and other support mechanisms in all extension undertakings. It has also elucidated the fiscal responsibility of persons accountable for the extension funds.

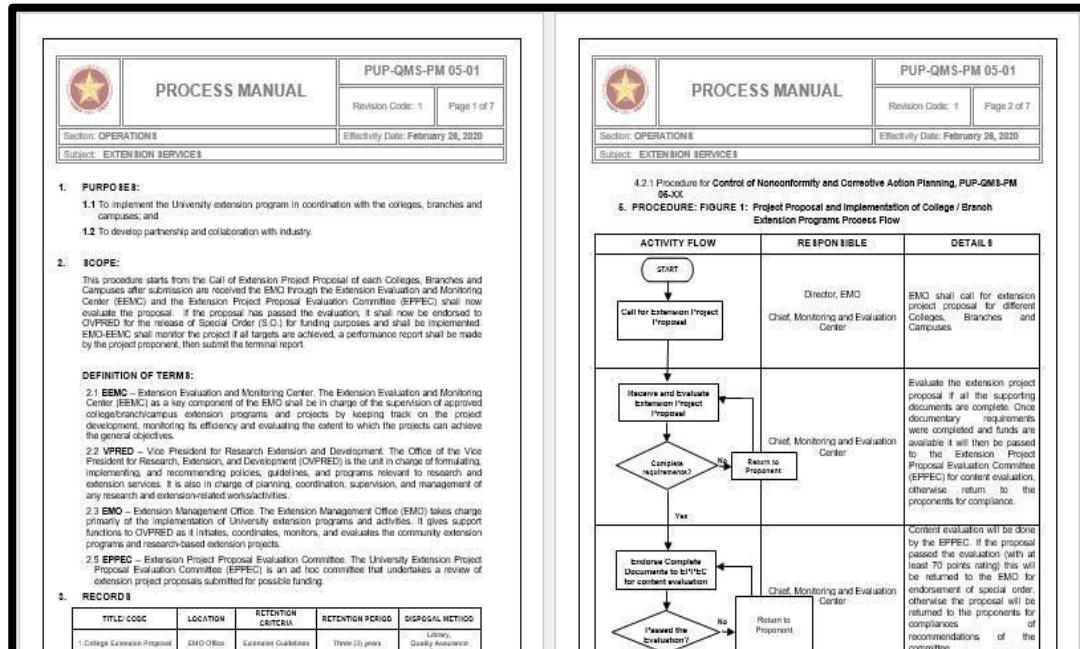
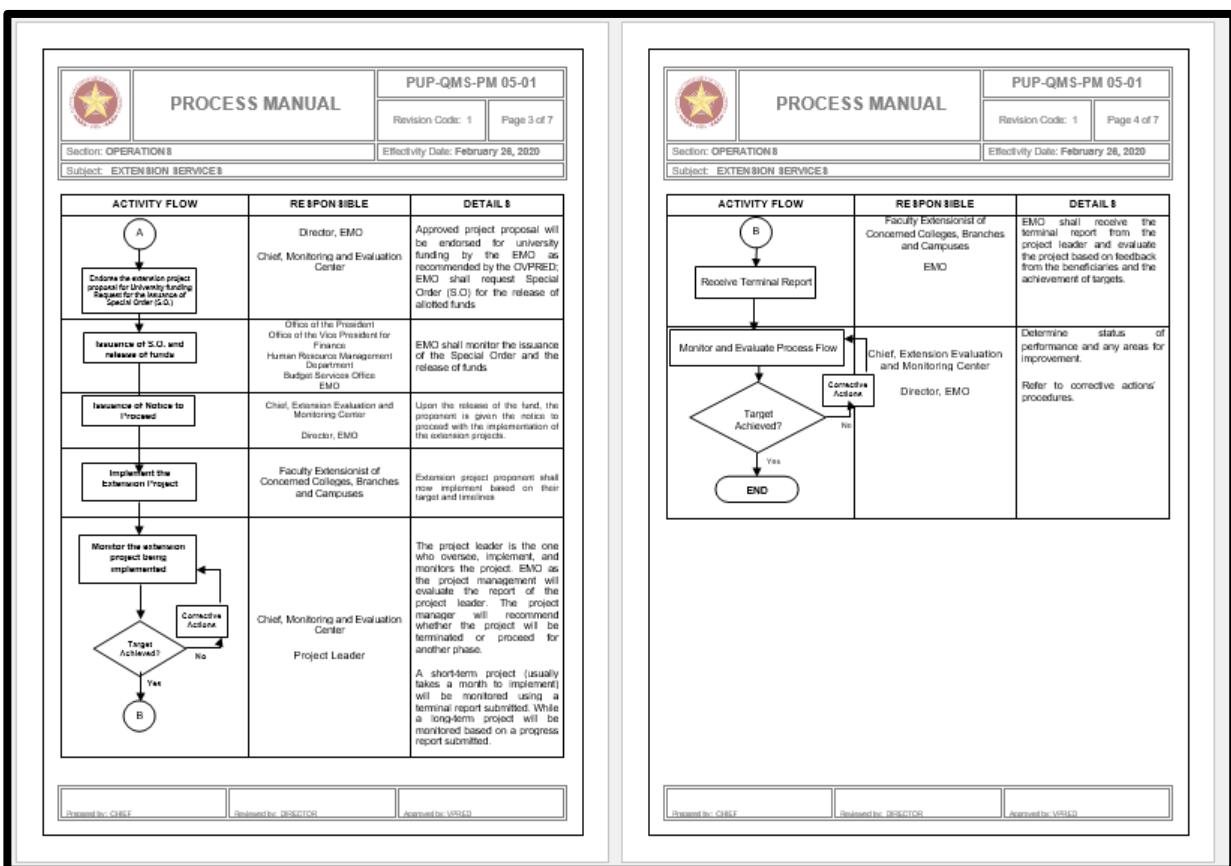


*The Extension Manual copy distributed to the Psychology Department*



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Extension Process Manual/Program Flow



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#### 7. Awards and Recognitions

Last November 23, 2020, the PUP received the 2020 FOI Award under the State Universities and Colleges (SUCs) Category for its exceptional and significant contribution to the government's program on Freedom of Information (FOI). The Presidential Communication Operations Office (PCOO) recognized PUP's efforts towards transparency particularly through its recently launched Online Student Support Services Action Center (OSSSAC).

PUP's commitment to quality is also evidenced by the fact that it remains the top choice of employers in terms of hiring fresh graduates. This was based on the 2018 Fresh Graduate Report conducted by Jobstreet. In terms of classification by industry, PUP managed to be on the Top 3 choices of employers in the sectors of Business Process Outsourcing, Manufacturing, Information Technology, and Banking.

Top Schools According to Industry						
	BPO	Retail	Manufacturing	Education	IT	Banking
1						
2						
3						

Source: Jobstreet.com 2018 Fresh Graduates Report

Likewise, the Accrediting Agency of Chartered Colleges and Universities in the Philippines (AACCUP) through its President, Dr. Myrna Q. Mallari, and Executive Director, Dr. Manuel T. Corpus, recognized the University as No. 1 in Quality Service among the State Universities and Colleges in the Philippines. The ranking, among others, is based on the number of accredited programs, and on the number of faculty members who are certified and active AACCUP accreditors. Dr. Sanjay P. Claudio, Director of the Quality Assurance Center (QAC) was also awarded as one of the top accreditors of AACCUP. He served as the team leader and overall coordinator for the Levels III and IV programs.



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Dr. Sanjay Claudio Receiving the Award

Furthermore, the PUP was rated as Rank 3 in Life Science and Medicine, Rank 5 in Natural Science (Chemistry), Rank 4 in Economics and Econometrics, Rank 5 in Communication and Media Studies, according to QS World University Rankings by Subject 2013 (Country File on the Philippines).





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The PUP is also the biggest winner in this 2021'S AACCUP Conference with a total of six (6) awards including back-to-back wins as top Internal Quality Assurance Unit among State Universities and Colleges (SUCs). The recognition was awarded to the PUP during the 34<sup>th</sup> Virtual AACCUP Annual Conference held on March 11, 2021.

- **Top 1** in the Highest Number of Level I Accredited Programs in 2019
- **Top 1** in the Most Improved Internal Quality Assurance Unit in 2019
- **Top 2** in the Highest Number of Level III Accredited Programs in 2019
- **Top 2** in the Highest Number of Level IV Accredited Programs in 2020
- **Top 3** in the Highest Number of Level III Accredited Programs on 2020
- **Top 5** in the Highest Percentage of Accredited Programs over the total accreditable programs from 1992-2019

Lastly, PUP was also awarded **Top 3** Performing SUC with the Highest Number of Level II Accredited Programs in 2021 and **Top 3** Performing SUC with the Highest Number of Level I Accredited Programs in 2021 by the AACCUP during the 35<sup>th</sup> AACCUP National Conference last March 9 - 11, 2022.





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#### Prepared by:

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#### Noted:

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Dean, College of Social Sciences and Development