



RISK AND OPPORTUNITIES ASSESSMENT MATRIX

 Year: **2022**

 Office/Unit: **COLLEGE OF ARTS AND SCIENCES**

A. KEY RESULT AREA/ACTIVITY/PROCESS

#	ACTIVITIES	ISSUES		RISK	IMPACT	EXISTING CONTROL	RISK ASSESSMENT SCORE			RISK PRIORITY NO.	ACTION PLAN (Risks)	Current STATUS (Action Plan)	Contingency Plan	OPPORTUNITIES	ACTION PLAN (Opportunities)
		Internal (Weaknesses)	External (Threats)				S E V	O C C	D E T						
A1	Admission and Enrolment	CAS-22-W1 Shifting of low performing students to board programs and non-board programs but whose graduates have the option to take the board exam		Low performance in the licensure exam for agriculturist	Low university ranking	none	2	3	3	18 medium	CAS-22-AP1 Propose screening of shifters to board programs and non-board programs whose graduates have the option to take the board.	All shifters are accepted			
		CAS-22-W2 Some programs are under quota		Closure of the program	Reduced university budget	Students from oversubscribed programs are advised to shift to less subscribed programs	2	3	3	18 Medium	CAS-22-AP2 Conduct active information drive to advertise less-subscribed programs	Some students shift to these programs if they are not accommodated in their chosen program			

		CAS-22-W3 Enrolment in Lec & Lab not readily paired		Students are cross enrolling	Students' schedule is conflicting so they are forced to withdrew the subject	Assign all the same courses to one faculty	3	2	3	18 (Medium Risk)	CAS-22-AP3 Request OUR to program lec and lab pairing before enrollment commences	For implementation			
		CAS-22-W4 Some students shift to other programs after one semester. They only avail of the open slots in the program to be admitted to the university.		Closure of the program	Reduced enrollment in the program		2	3	3	18 medium	CAS-22-AP4a Conduct support to students' activities such as counseling and tutorials CAS-22-AP4b Propose a scholarship program for students in some degree programs	All shifters are accepted			
A 2	Curricular Program Design and Redesign	C-21-W7 Attendance/ participation of VSU students in scientific and academic fora is quite low		Research communication skills are not enhanced due to lack of exposure to a broader audience	Competence in research communication and appreciation of their discipline will not be fully- developed	The university can fund very limited number of students only except for those with funding from scholarships	3	2	3	18 Medium	CAS-21-AP7a The university will organize conferences for undergraduate students open to all students including those from other SUCs		Participation in virtual conferences/ fora.		
A 3	Curricular Program Delivery, Administration and Management	CAS-22-W5 Difficulty of delivering and accessing of online learning due to effects of typhoon Odette		Course/learning outcomes not met	Program objectives not met	Extension of deadlines of course requirements and grade submission	3	4	3	36 High	CAS-22-AP5a Provide printed learning guides to students from area severely affected by Odette if internet connectivity is not restored CAS-22-AP5b Revisit course content to focus on most essential learning competencies (MELC)				
		CAS-22-W6 Poor to no internet connection and		Disruption of online classes	Course learning outcomes are not met	Conduct make-up classes	3	3	2	18 Medium	CAS-22-AP6 Request for upgrading of internet connectivity and for purchasing of generator	Use of personal data for internet connectivity			

		intermittent power outage												
		CAS-22-W7 Difficulty of conducting laboratory exercises through virtual classes		Disruption of online classes	Course learning outcomes are not met	Laboratory instructors make demo videos of lab exercises and post them in MOODLE classroom	3	3	3	27 (Medium)	CAS-22-AP7a Review and update existing laboratory demo videos CAS-22-AP7b Adapt possible virtual lab software	Monitoring and class observations		
		CAS-22-W8 Absence of licensed statistical software		Malware infections	Data breach	Utilization of free software	3	3	2	18 (Medium)	CAS-22-AP8 Submission of request for purchase of computer software to DBM.	For implementation		
		CAS-22-W9 Overlapping meetings and activities		Missed classes Other functions compromised	Learning competencies and research, extension objectives/ targets not met	Make up classes conducted	3	4	3	36 (High)	CAS-22-AP9 Allocate every 4-5pm (MWF) for meetings and other functions and school-related activities	Propose to harmonize university-calendar schedules		
		CAS-22-W10 Difficulty in recruiting replacement for retired faculty with professor positions		Only one faculty with a doctorate degree is left in the department	Postponement of the offering of MS in Statistics program	Send junior faculty for graduate study	2	4	3	24 (Medium)	CAS-22-AP10 Request to hire regular faculty members as replacement of retired faculty with professor positions	For implementation		
		CAS-22-W11 Unavailability of regular position for newly-hired faculty		Unable to hire faculty members with at least MS degree	No job security/ tenure for newly hired faculty Semestral hiring of part-time instructors	Hire applicants with BS Statistics alumni as part-time instructors	3	3	2	18 (Medium)	CAS-22-AP11 Request to "scrap and build" professor positions into several instructor/assistant/associate professor positions for newly hired faculty.	For implementation		


		CAS-22-W12 Some students don't have gadgets and internet connections for online learning		Disruption of online classes	Course learning outcomes are not met	None	2	4	1	8 Low					
A 4	Monitoring, Analysis, and Evaluation of Student, Faculty and graduate Performance	CAS-19-W12 Coaching and mentoring program of faculty have to be improved and strengthened		Teaching and research performance not improved	Decrease in the passing percentage in licensure exams of some programs Low quality of graduates Faculty unproductive in research	Periodic conduct of faculty teaching performance evaluation Coaching and counselling of faculty by immediate supervisors based on result of teaching performance evaluation	3	2	3	18 Medium	CAS-19-AP12 Propose and implement a "Buddy System" of faculty coaching and mentoring wherein a senior faculty is the coach and mentor of a junior faculty		None	CAS-19-O10 Externally-sponsored, seminars trainings and conferences to enhance faculty performance	Continue to send faculty to relevant trainings, seminars, conferences, etc. to enhance competence
		CAS-21-W5 Low ranking of VSU in world university rankings		International students not enticed to enroll in VSU Non-continuance of existing international collaborations	Low university reputation	VSU has obtained 3 stars in the QS star rating and is applying for the THE ranking	3	2	3	18 Medium	CAS-21-AP5a Intensify campaign for more foreign students to enroll CAS-21-AP5b Increase number of publications in ISI and Scopus-indexed journals CAS-21-AP5c Request OVPREI to propose for increase in publication incentives				
		CAS-19-W8 Some academic units lack facilities and faculty to teach		Less competitive graduates	Low university reputation	Academic units utilize facilities of other departments and hire part-time faculty	3	3	2	18 Medium	CAS-19-AP8a Continue augmentation of classrooms, laboratory rooms and other instructional facilities and equipment				

										CAS-19-AP8b Continue request for creation of additional plantilla positions when big professor positions become vacant by retirement					
		CAS-19-W10 Some faculty sent to graduate studies are not able to finish their degrees on time		Compromised faculty development program	Less competent faculty workforce		3	2	3	18 medium	CAS-19-AP10 Departments and Colleges will strictly monitor progress of their faculty-scholars				
		CAS-19-W13 Holistic analysis of results of teaching performance evaluation by students has not been done		Ineffective teaching performance evaluation by students instrument	Teaching effectiveness not improved		2	3	2	18 Medium	CAS-19-AP13 The ODIE will conduct the analysis in 2022		None		
		CAS-19-W14 Passing rate in the licensure exam is low in some programs		Reduced enrolment in the program, disqualification for accreditation	Decreased number of program offerings Suspension of the degree program Diminished university ranking		2	3	2	18 Medium	CAS-19-AAP14 Conduct supplemental online review classes by college		None		
		CAS-21-W15 Due to insufficient time, the review process for instructional materials had to be shortened (department level only) under the new normal		Quality of instruction delivered to the students are compromised	Learning outcomes may not be met Employment outcomes of the graduates are affected		3	2	3	18 Medium	CAS-21-AP15 The learning materials have to undergo another round of review (from department to university level) once the situation of the pandemic shall have improved		The department shall ensure that there is a thorough review conducted even at the department level		

		CAS-21-W16 Some faculty members in research units have low workloads, including teaching		Faculty members in academic units are heavily overloaded There is unequal distribution of workload Faculty:student ratio for the whole university is low and would not comply with the DBM ratio requirement of 1:25.	Inability of graduates to deliver desired services to clients Employment outcomes of the graduates are affected Difficulty in justifying any request for new faculty positions	Faculty members in research units are required to have at least 6 units teaching load Teaching workload will first be distributed among core faculty of the academic unit	3	2	3	18 Medium	CAS-21-AP16a Increase the minimum teaching load of research centers from 6 to 9 units CAS-21-AP16b Academic departments where the faculty from research centers are affiliated must be obliged to assign them the required teaching loads		None		
A	Monitoring , Analysis, and Evaluation of Student, Faculty and Graduate Performance	CAS-21-W21 Some faculty are not involved in research		Promotion chances of some faculty will be lower / slimmer	Lower research budget and will affect SUC levelling of the university	Conduct of in-house trainings, seminars, conferences, etc. to enhance faculty competence Provision of corresponding workload for research involvement Additional incentives for externally funded projects	3	2	3	18 Medium	CAS-21-AP21a Conduct research capability enhancement training-workshops (research proposal writing, publication writing)		None	CAS-21-O13 Availment of research funding support from external sources	Submit proposals for external funding
		CAS-21-W22 Some faculty are unable to publish papers in international peer-reviewed journals		Promotion chances of some faculty will be lower / slimmer Reduced number of publication outputs for the university	Lower research budget, will affect SUC levelling of the university and reduced university ranking	Provision of publication incentives	3	2	3	18 Medium	CAS21-AP22a Provide funds for publication fees in ISI or Scopus-indexed international publications CAS-21-AP22b Increase publication incentive for ISI or Scopus-indexed international publications		None		

		CAS-21-24 Employability of graduates not regularly monitored		VSU cannot hit its annual target on percentage of graduates employed	VSU will not qualify for PBB Reduced budget allocation	Irregular conduct of tracer study	2	3	2	18 Medium	CAS-21-AP24 Academic departments will conduct yearly monitoring of graduates who graduated 2 years prior		None	
A 2	Curricular Design and Redesign	CAS-22-W13 Some programs do not have COPC yet		Closure of the program	Displacement of faculty and staff University reputation is at stake	Continually complying with RQAT recommendation				18 Medium	CAS-22-AP13 Actively follow up status of application to CHED			
		CAS-22-W14 Performance in the licensure examination (first time takers) is below the national passing percentage				Conduct of curriculum and instruction review	3	4	3	36 high	CAS-22-AP14 Conduct in-house review classes and/or other interventions			
		CAS-22-W15 No bridging courses for non-STEM students taking STEM program		Low aptitude to the Chemistry fundamental concepts	Low performance in the Chemistry licensure exam		3	3	2	18 Medium	CAS-22-AP15 Propose bridging Chemistry courses for non-STEM students taking BS Chemistry program	Conduct online tutorials		
		CAS-22-W16 Late submission of some important documents from department to the pertinent offices		Delay in the completion of a process	Failure of a process	VSU has a document tracking system	3	3	2	18 Medium	CAS-22-AP16 Provide a department bulletin board or an electronic organizing tool	Follow up of important documents for submission		

		CAS-22-W17 Faculty submit a very limited number of proposals and need skills retraining		Research performance and promotion will be derailed	Stagnant salary grade level Low performing unit and can not meet OPCR Targets	NBC Evaluation	3	3	2	18 Medium	CASA-22-AP17 Propose and implement a "Buddy System" of faculty coaching and mentoring wherein a senior faculty is the coach and mentor of a junior faculty	Some DoPAC faculty have participated in the "Research Workshop" (pending output)			
--	--	---	--	---	--	----------------	---	---	---	--------------	--	--	--	--	--

Prepared by:	Reviewed by:	Approved by:
 MA. THERESA P. LORETO Dean, CAS Date: February 15, 2022	<u>DANIEL LESLIE S. TAN</u> Risk Manager Date:	<u>ALELI A. VILLOCINO</u> Quality Mgt. Representative Date:
	<u>EDGARDO E. TULIN</u> President Date:	