

## FOR ACADEMIC AFFAIRS

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## **OPERATIONAL PLAN MONITORING FORM**

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				system	enrolment	improved	implement a		Quality Objective	(1)
¥		B22.		B21.	B3.	ļ	-	2	Code (Indicators)	(2)
		Number of staff assigned for the enrolment hot line	reorientation activities conducted for academic advisers and enrolment focal persons	Number of orientation/	Percentage of subjects with grades submitted on time	online enrolment on time	students who complete their		Indicators (OTP Quality Objective)	(3)
VPA- AP-21- 3	VPA- AP-21- 2				C1.3		C	(Action Plan)	Code	(4)
Strictly implement deadline of submitting request for offering of unscheduled subjects	Not allowing repeaters to request unscheduled subjects. They have to wait for the next regular offering.		necessary	generators or acquire	Increase power supply	available	providers which offer		OTP Action Plan	(5)
100%	100%						100%	the Action Plan (Max 100%)	Percent Completion of	(6)
	i.						100%	the Quality Objective	Percent attainment of	(7)
							controls		Task/Action*	(8)