



VISAYAS
STATE UNIVERSITY

OFFICE OF THE
PRESIDENT



Memorandum No. ⁶⁷⁶__
Series of 2024

TO: Dr. Rotacio S. Gravoso, VPAA
Dr. Joel A. Acob, QAC Director

ATTN: Dr. Jannet C. Bencure, CET Dean

RE: Summary of the Findings of the Joint Technical Committee and RQAT
Evaluation for BSME and BSCE

FROM:  DR. PROSE IVY G. YEPES
University President

DATE: August 22, 2024

This office received the Summary of Findings during the Joint Technical Committee and RQAT Evaluation on August 14, 2024 for the COPC for the Bachelor of Science in Mechanical Engineering (BSME) and Bachelor of Science in Civil Engineering (BSCE).

Hence, the undersigned is respectfully forwarding you such document for your appropriate action and implementation. Please see attached file for your reference. For your information and usual support.

cc: Head, Dept. of Mechanical Engineering
Head, Dept. of Civil Engineering

OFFICE OF THE PRESIDENT

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V05 06-06-2024
No. **24-676**



COMMISSION ON HIGHER EDUCATION
REGIONAL OFFICE VIII



OP# 791
8/16

August 15, 2024

DR. PROSE IVY G. YEPES

University President
Visayas State University
Visca, Baybay City

Attention: Dean, College of Engineering

Dear Dr. Yepes:

Attached are copies of Summary of Findings during the August 14, 2024 **Joint Technical Committee and RQAT Evaluation** for the **Certificate of Program Compliance (COPC)** for the **Bachelor of Science in Mechanical Engineering (BSME)** and **Bachelor of Science in Civil Engineering (BSCE)** with five (5) specializations.

Deficiencies noted were on the following:

BS Mechanical Engineering:

1. No Board Resolution approving the offering of the BSME program;
2. Five out of eleven (45%) ME courses faculty without master's degree;
3. Lacks some laboratory equipment for Physics and ME Laboratory 3;
4. No licensed software for use in the ME computer laboratory;
5. Some textbooks and reference materials are outdated;
6. The 1:1,000 Guidance Counselor to student ratio is not met; and
7. Buildings have no Certificate of Occupancy, Sanitary Permit, and Fire Safety Certificate.

BS Civil Engineering (Structural Engineering/Construction Engineering & Management/Geotechnical Engineering/Transportation Engineering):

1. No CQI Plan;
2. Heavy teaching load (more than 30 units average load);
3. Lacks some laboratory equipment for Physics;
4. No licensed software for the computer laboratory and for AutoCAD;
5. No equipment calibration program/plan;
6. References for some subject areas less than five (5) titles, or with copyrights of more than five (5) years;
7. Program outcomes, course learning outcomes, and intended learning outcomes not aligned with the teaching-learning strategies and method of assessment;
8. Extension activities not based on research, and engagements are sporadic;
9. No specific budget set for extension activities;
10. The 1:1,000 Guidance Counselor to student ratio is not met; and
11. Buildings have no Certificate of Occupancy, Sanitary Permit, and Fire Safety Certificate.



COMMISSION ON HIGHER EDUCATION
REGIONAL OFFICE VIII



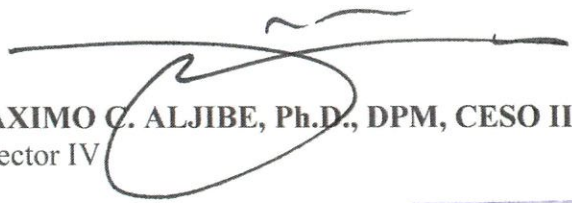
BS Civil Engineering (Water Resources Engineering):

1. No CQI Plan;
2. The two faculty have no graduate degrees;
3. Heavy teaching load (more than 30 units average load);
4. Lacks some laboratory equipment for Physics;
5. No licensed software for the computer laboratory and for AutoCAD;
6. No equipment calibration program/plan;
7. References for some subject areas less than five (5) titles, or with copyrights of more than five (5) years;
8. Program outcomes, course learning outcomes, and intended learning outcomes not aligned with the teaching-learning strategies and method of assessment;
9. Extension activities not based on research, and engagements are sporadic;
10. No specific budget set for extension activities;
11. The 1:1,000 Guidance Counselor to student ratio is not met; and
12. Buildings have no Certificate of Occupancy, Sanitary Permit, and Fire Safety Certificate.

The university is advised to address the abovementioned deficiencies and submit proof of compliance on or before **September 14, 2024**. Per CMO No. 5, s. 2023 (Revised Procedures in the Processing of Applications for Government Authority to Operate Undergraduate and Graduate Degrees in Engineering), failure to rectify the noted deficiencies within the prescribed period the application for COPC shall be denied.

For guidance and compliance.

Very truly yours,


MAXIMO C. ALJIBE, Ph.D., DPM, CESO III
Director IV

Enclosures: a/s





Commission on Higher Education
Office of Programs and Standards
MONITORING and EVALUATION INSTRUMENT
FOR UNDERGRADUATE ACADEMIC PROGRAMS

Monitoring Summary Form 1 (MSF1)
Date Revised: 11/25/18

NAME OF INSTITUTION: VISAYAS STATE UNIVERSITY
ADDRESS: Baybay, Leyte
PROGRAM(S): Bachelor of Science in Mechanical Engineering
DATE OF EVALUATION: Aug. 14, 2024
 (Hybrid)
 Government Authority being applied for : **Certificate of Program Compliance (COPC)**

Government Permit/Recognition No.: _____

Issued by: _____

Date Issued: _____

SUMMARY OF FINDINGS

AREAS OF EVALUATION		Actual Situation	Complied	Not Complied	Remarks
1	Vision /Mission/Objectives	The vision and mission of the university are published on their website.	/		
	Program Educational Objectives	The PEOs of the DME are well stated and measurable.	/		
2.	INSTRUCTION				
2.1	Program and Administration				
	A. Program – the program offered under the College of Engineering	The program is offered under the College of Engineering and Technology	/		
	Board Resolution approving the offering of the program	No approval on the offering of the BSME was presented during the visit, however, the revised curriculum was approved based on BOR No. 76, s. 2018		/	To submit an acknowledgment of the offering of the BSME program from the Board
	B. Administration				
	Dean	The Dean is Dr. Jannet C. Bencure. She has the following academic degrees: BS in Geodetic Engineering, Masters of Engineering, and PhD in	/		

		Remote Sensing and Geographic Information Systems. She is a licensed Geodetic Engineer with valid PRC ID (June 26, 2026)				
	Program Chair	The Program Chair is Engr. Vic Angelo Impas. He has the following academic degrees: BSME and MSME. He is a registered Mechanical Engineering with a valid PRC ID (October 29, 2025)	/			
2.2	Faculty	There are 11 Full-time faculty members: 5 permanent with relevant graduate degrees; 4 temporary (2 currently enrolled in Master's program in ME and 2 with BSME degrees); 1 with BS and Master's degree in Electrical Engineering and 1 newly hired with BSME degree.		/		All full-time faculty members should have an earned graduate degree in ME or relevant fields.

	Qualifications (Please list down all Faculty members including their undergraduate and graduate degrees)	All faculty members are registered ME with updated PRC ID. 1 Bantay, Inigo Ezekiel (BSME, MEEng - ME) 2 Ochavillo, Edgard (BSME, MEEng - ME) 3 Impas, Vic Angelo (BSME, MSME) 4 Pana, Ronard (BSME, MSME) 5 Castil, Jundy (BSME, MSME) 6 Cabase, Inigo Ezekiel (BSME) 7 Arcayan, Mark Anthony (BSME,) 8. Durotan, Patrick (BSME, ongoing MSME) 9 Dargantes, Angelo (BSME) 10. Merafuentes, Andrew (BSME, ongoing MSME) 11 Ebit, Philip Caesar (BSEE, MSEE) The College of Arts and Sciences faculty handles the GE courses of the College of Engineering; with earned graduate degrees in their fields of specialization.			
	Status (Full-time/Parttime)				
	No. of Full-Time Faculty	11	/		
	No. of Part-time Faculty	0			
	Loading Profile (Average)	Regular load of 18 units to full-time faculty members.	/		
	Faculty Development Plan	A 10 -year faculty development plan is submitted.	/		
2.4	Laboratories				
	A. Main Laboratories				

	Chemistry for Engineers	The chemistry laboratory is shared with the Department of Pure & Applied Chemistry.	/		
	Physics for Engineers	The equipment and apparatus are sufficient in the conduct of the laboratory activities There is only one set of optics equipment available for use by the students	/		increase the number of optics equipment for laboratory use. Submit a procurement plan to increase the number of equipment in the laboratory.
	Basic Engineering Sciences and Professional Laboratories	There is no steam boiler available for use in the ME laboratory 3 course	/		There is a need to purchase a steam boiler to comply with the minimum requirements of CHED for ME laboratory
	B. Computer Laboratories Licensed software Connectivity and Networking (including Library Areas)	There is no licensed software available for use in the ME computer laboratory	/		Using student version/open source software/s. Licensed software/s procurement on process with PR # STF-2023-05-00843.
	C. Personnel/ Maintenance / Safety	A laboratory aide assists the faculty members during the laboratory classes. He also is in charge of the maintenance of the equipment.	/		
	D. Calibration of Equipment / Inventory of Equipment	There is an annual plan for the calibration of the ME instruments.	/		
	E. Storage		/		
	F. Laboratory References/Manuals		/		
2.5	Library				
	A. Space	Library has a total floor area of 4623 sq.m. Seating capacity of 1214. Total enrollment : 9,300	/		

	B. Personnel	Six (6) Librarians, three (3) have master's degrees in Library Science, the other three(3) have BS degrees but are pursuing Master's degree.	/		
	C. Book Collection		/		
	D. Journals		/		
2.6	Instructional Facilities				
	Classroom (Instructional & Non- Laboratory, including PE area), Ventilation and Lighting	There are lecture rooms that can accommodate 60- 80 students. Other lecture rooms can accommodate 40-60 students. Classrooms are equipped with Blackboard/whiteboard and LCD projectors. Ventilation and lighting are okay.	/		
	Environment		/		
	Audio Visual Facilities		/		
2.7	Instructional Materials				
	A. Materials				
	B. Curriculum / Revision	The BSME curriculum has a total of 188 units and is compliant with CHED minimum requirements.	/		
	- OBE Syllabus	The textbooks and reference materials are outdated.	/		The textbooks and reference materials should have copyright within the last 5 years.
	- Curriculum Map	The curriculum map is ok but needs review.	/		NOTE: There is a need to review the curriculum map of the BSME program.
	C. Laboratory and Field experiences		/		
	- use of simulation software				
	- Facilities use for CPD				
	D. Use of Outcomes-based Teaching and Learning (OBTL) in the delivery of the curriculum		/		

		extension activities of the faculty and students..				
	Linkages (Local and International) - Industry- Academe Linkage - School Linkages - Faculty Exchange Program	The department has a linkage with industries for the OUT of the students. They also collaborate with other universities in the region for research activities.	/			
5.	INSTITUTION					
5.1	Institutional Planning and Development (Long Term and short term Plan)	There is an established long term and short plan.	/			
	Organizational Structure	There is an institutional Medium-Term Institutional Development Plan.	/			
5.2	Governance					
	Administration-Faculty Involvement	Faculty members were involved in the development and revision of the curriculum as shown in the attached notice, minutes and attendance of meetings.	/			
	Student Services		/			
	Medical and Dental Services	Services are provided by the VSU Hospital located within the campus of the University. Medical and dental services are administered by the VSU-University Services for Health, Emergency and Rescue (VSU-USHER) / VSU Hospital.	/			
	Support for Career Guidance and Job Placement	The career guidance and job placement services are offered or provided by the Office of the Dean of Students	/			
	Support for Co -curricular activities	The Office of the Dean of Students supports Co-curricular and extra-curricular activities.	/			

	E. Support for Improving Teaching and Learning Methods							
3.	RESEARCH			/				
	Research Organization / Personnel	There is an office incharge of research headed by its VP for Research, Extension and Innovation, Dr. Santiago Pena.		/				
	Research Facilities							
	% of Faculty doing research	5 out of 11 (45.45%) are involved in research activities. while 100% of the students are doing research work as part of their curriculum.		/				
	Students doing Research							
	Research Output (published in refereed Journal)	There are 2 research outputs published, in 2020 by Engr. Pana and one in 2021 by Engr. Bantay		/				
	Budget	There is a certain amount allocated by the University for research activities of the faculty.		/				
4.	COMMUNITY INVOLVEMENT							
	Organization	There is an office incharge of research headed by its VP for Research, Extension and Innovation, Dr. Santiago Pena. Several community extension activities have been initiated by the DME and these were participated in by their faculty members and students.		/				
	Activities on Community Extension			/				
	Involvement of Faculty members and Students in community extension	The faculty members and students of DME involved themselves in the conduct of community extension activities.		/				
	Budget	There is a certain amount of budget allocated by the University for community		/				

	Guidance Counselor	With 5 Registered Guidance Counselors where validity of PRC cards is until 2026; but one until Oct. 2024		/	hire additional Registered GC to comply with the requirement of 1:1,000 GC-student ratio
	Selection and Retention	The program follows the approved Policies on Admission, Retention, and Residency Rule for the undergraduate degree programs of the college (BOR Res. No. 134, s. 2022)	/		
	Publications	The Department of Civil Engineering has a published course catalogue available in the VSU website.	/		
	Records (Enrolment / Achievements)	Data or record system of student enrolment for all classes and laboratory courses are maintained by the VSU - Office of the University Registrar (OUR).	/		
	Sustainability	The students are provided several programs like scholarships, activities and training. Faculty are supported and encouraged to attend seminars, conventions, and conferences for continued professional growth	/		
5.4	Site and Buildings	Industry-academe linkages through OJT			

Institutional Sites and Buildings School site and buildings					
	The Dimensions provided in the plan for buildings cannot be read. The font is very small. (based on the estimate the average area is 49 square meters. The capacity can accommodate only less than 25 students only based on the submitted plans.				
	Land Titles: TCT T-15271 and T-14872 No Occupancy Permit presented No Sanitary Permit presented No Fire Safety Certificate from the Bureau of Fire No Sanitary Permit presented				Certificate of occupancy should be secured from the local government units (LGU) or external government agency (e.g. OBO, DPWH, etc.)
Adherence to the codes Ownership (with supporting Land Title/s) Certificate of Occupancy, Fire Safety Clearance & Sanitary Clearance Certificates) Leased (at least 15 years with MOU/ MOA)	There is a fire alarm system. There are fire extinguishers and safety signages.				
Health and Safety (Presence of updated Fire Extinguishers, Safety signages and others)					

6.	Full Compliance to CMO 37, S. 2012 – PSG on the Establishment of an Outcomes-Based Education (OBE) Systems in HEIs offering Engineering Programs - Submission of Monitoring Workbook (MW) with attached evidences, Self Assessment Rubric (SAR) and Application Workbook (AW) - Institutional Framework with the following components: • Mission /Vision • Program Educational Objective • Program Outcomes • Curriculum Map • OBTL • Program Assessment and Evaluation Process • Continuing Quality Improvement Others: Official Receipt	The institution is using the OBE system. Monitoring workbook was submitted. Self Assessment Rubric (SAR) was accomplished and Application Workbook (AW) was submitted. Paid the application and inspection fee of Php38,000.		
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OVER-ALL RECOMMENDATION:

The Certificate of Program Compliance for the Bachelor of Science in Mechanical Engineering program of the Visayas State University is held in abeyance subject to the compliance of the above-mentioned findings/recommendations in the remarks column. The deadline for submission of FULL COMPLIANCE is on or before September 14, 2024

Evaluated by:

Technical Committee on ME and Regional Quality Assessment Team (RQAT)


ENGR. EFREN G. DELA CRUZ
 Member, TCME


ENGR. RAMON I. LIM
 Member, RQAT


ENGR. ROMIL L. ASOQUE
 Member, RQAT

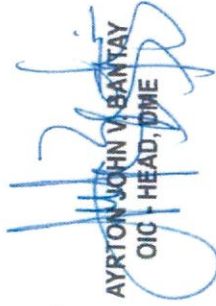
Technical support provided by:


MS. CLARIZZE ANGELU G. AQUINO
PTS II, SDD-OPSD


ENGR. FERNANDO J. CALIMLIM
SEPS, SDD-OPSD


SOCORRO Q. RAMOS
CEPS, CHEDROVIII

Conforme:


AYRTON JOHN V. BANTAY
OIC - HEAD, DME



Commission on Higher Education
Office of Programs and Standards
MONITORING and EVALUATION INSTRUMENT
FOR UNDERGRADUATE ACADEMIC PROGRAMS

Monitoring Summary Form 1 (MSF1)
Date Revised: 11/25/18

NAME OF INSTITUTION: **VISAYAS STATE UNIVERSITY**

ADDRESS: **Baybay, Leyte**

PROGRAM(S): **Bachelor of Science in Civil Engineering (Structural Engineering/Water Resources Engineering/
Construction Engineering & Management/Geotechnical Engineering/Transportation Engineering)**

DATE OF EVALUATION: **Aug. 14, 2024**
(Hybrid)

Government Authority being applied for : **Certificate of Program Compliance (COPC)**

Government Permit/Recognition No.:

Issued by: _____

Date Issued: _____

SUMMARY OF FINDINGS

AREAS OF EVALUATION		Actual Situation	Complied	Not Complied	Remarks
1	Vision /Mission/Objectives	The institution has vision-mission statements that are published in university catalogues and websites.	/		No CQI plan for Civil Engineering and other specializations Geotechnical Engineering
	Program Educational Objectives	The university has a CQI process related to vision-mission statements and the process is disseminated to stakeholders. All PEO statements are properly stated and coherent with the mission statements and published on the college website. It is also reflected in the course syllabus presented to students every semester.			
2-	INSTRUCTION				
2.1	Program and Administration				
	A. Program – the program offered under the College of Engineering	The BSCE program is offered under the College of Engineering and Technology (CET)	/		

	Board Resolution approving the offering of the program	The new curriculum of BSCE is approved by the Board of Regents (BOR) with Resolution No 73, s. 2018	/		
	B. Administration	Board Resolution No. 49, s. 2008 approving the offering of the BSCE program			
	Dean	Name: Jannet C Bencure, PhD PRC License: 0005877 valid until 06/26/2026 A Filipino citizen, licensed geodetic engineer. She has a Master in Engineering and Doctor of Philosophy degrees in Remote Sensing and Geographic Information System in AIT.	/		
	Program Chair	Name: Epifania G. Loreto PRC License: 26638 Valid until January 6, 2027 The Department Head has a Master in Engineering degree major in Geotechnical Engineering from the Asian Institute of Technology (AIT)	/		
2.2	Faculty	Structural Engineering One of the two Engineering Faculty is presently pursuing MSCE program, structural Engineering at UP Diliman. Water Resources Engineering: Faculties under this Program should continue their studies in Masters Degree in Water Resources Engineering.	/		

	Qualifications (Please list down all Faculty members including their undergraduate and graduate degrees)	Structural 1)Cortez, Andy Phil, MS PRC#0141621 Valid until 01/02/2025 2) Corrales, Jessie B., BS with MS units PRC#165387 Valid until 12/08/2024 3) Abrera, Marcelo Jr, BS with MS units (PT) PRC#0118292 valid until 12/29/2024 Geotechnical 4)Gaviola, John Christian, MS PRC#0172774 valid until 01/02/2025 5) Loreto, Epifania, MS(retirable) PRC#0026638 6) Gulles, John Allan A., BS PRC#0184025 valid until 11/15/2025 Transportation 7) Mejia, Hanzel N., MS PRC#0134407 valid until 03/24/2026 8) Ando, Lindy Jane L., BS PRC#162279 valid until 04/13/27 Construction Management 9)Bello, Lorie May, MS PRC#015285 valid until 15/15/2025 10) Gamutan, Ben Daniel, BSCE PRC# 0184477 valid until 02/06/25 Water Resources 11) Oppus, Beatriz Nicole A., BSCE PRC#0163937 valid until 01/31/2027 12) Doydora, Gladys G. BSCE	-Structural Engineering Specialization -Geotechnical Engineering Specialization -Transportation Engineering Specialization -Construction Management Specialization	-Water Resources Engineering Specialization	
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	PRC#0125158	Transportation Engineering (two faculty based on faculty development plan duly approved by the board) - Engr. Mejia with masteral degree and ongoing Ph.D. - Engr. Ando without master degree (on-going) - part time status The College of Arts and Sciences faculty handles the GE courses of the College of Engineering; with earned graduate degrees in their fields of specialization.			
	Status (Full-time/Part time) No. of Full-Time Faculty No. of Part-time Faculty	There are currently twelve (12) faculty members of the BSCE program. Eight (8) are full time faculty members, four (4) of them have master's degree The other four (4) are non-permanent and have BS degrees.	/		
	Loading Profile (Average)	Heavy load (average load of more than 30)		/	
	Faculty Development Plan	Faculty development plan is in place and approved by the BOR	/		
2.4	Laboratories				
	A. Main Laboratories				
	Chemistry for Engineers	The chemistry laboratory is shared with the Department of Pure & Applied Chemistry.	/		

		The equipment and apparatus are sufficient in the conduct of the laboratory activities				Setting up of Optic bench and formulation of laboratory procedure for the lab exercises
	Physics for Engineers	As of August 14, 2024, one (1) set of optical benches has just been taken out from the packaging. Not used yet this means that the laboratory manual for this equipment has yet to be formulated. Physics laboratory exercises related to optics were not yet performed due to lack of equipment.		/		increase the number of optics equipment for laboratory use. Submit a procurement plan to increase the number of equipment in the laboratory.
	Basic Engineering Sciences and Professional Laboratories	Surveying - Most of the laboratory exercises had more than the CMO requirements however, some are still lacking in terms of quantity which can be improvised. Hydraulic - Some laboratory exercises were not performed due to unavailability of laboratory equipment, specifically, tilting flume. Soil Mechanics - Some laboratory exercises have lacking instruments and apparatus as based on the submitted documents.		/		

		Material Testing - Some of the laboratory exercise has lacking of laboratory equipment			
		Structural Engineering Testing: - There is a need to calibrate the Universal Testing Machine (UTM)			
		Water Resources Engineering: - Hydrologic System Bed- to test hydrological cycle component.			
	B. Computer Laboratories Licensed software Connectivity and Networking (including Library Areas)	Licensed software for procurement	/		
	C. Personnel/ Maintenance / Safety	A laboratory aide assists the faculty members during the laboratory classes. He also is in charge of the maintenance of the equipment.	/		
	D. Calibration of Equipment / Inventory of Equipment	Universal Testing Machine is not calibrated For surveying instruments calibration is expired.	/		
	E. Storage		/		
	F. Laboratory References/Manuals	Lab manuals are available.	/		
2.5	Library				
	A. Space	Library has a total floor area of 4623 sq.m. Seating capacity of 1214.	/		

		Total enrollment : 9,300			
	B. Personnel	Six (6) Librarians, three (3) have master's degrees in Library Science, the other three(3) have BS degrees but are pursuing Master's degree.	/		
	C. Book Collection	Some subject areas have less than 5 titles		/	
	D. Journals	There are printed journals but only up to 2020 The journal subscriptions are very limited considering that there are 5 CE specializations to be offered.		/	
2.6	Instructional Facilities				
	Classroom (Instructional & Non- Laboratory, including PE area), Ventilation and Lighting	There are lecture rooms that can accommodate 60- 80 students. Other lecture rooms can accommodate 40-60 students. Classrooms are equipped with Blackboard/whiteboard and LCD projectors. Ventilation and lighting are okay.	/		
	Environment		/		
	Audio Visual Facilities		/		
2.7	Instructional Materials				
	A. Materials				
	B. Curriculum / Revision - OBE Syllabus - Curriculum Map	Some specializations do not have demonstrative courses for outcomes targeted by other specializations. Grading system should be uniform		/	

	C. Laboratory and Field experiences	Use of open-source softwares(QGIS), education version of AutoCAD. A budget has been secured to purchase the license of STAAD.	/		
	- use of simulation software				
	- Facilities use for CPD				
	D. Use of Outcomes-based Teaching and Learning (OBTL) in the delivery of the curriculum	The program outcomes, course learning outcomes, and intended learning outcomes are not aligned with the teaching-learning strategies and method of assessment as seen in the syllabus. The books or references listed in the syllabus are not within the last five (5) years. Hence, there is a need to update the references based on the listings from VSU library.	/		
	E. Support for Improving Teaching and Learning Methods	There is a plan to develop a continuous quality improvement.	/		
3.	RESEARCH				
	Research Organization / Personnel	There is a well defined research organization with a corresponding budget based on the proposal submitted.	/		
	Research Facilities				
	% of Faculty doing research	5 out of 8 or (62.50%) of full-time faculty members are actively involved in research.	/		
	Students doing Research				
	Research Output (published in refereed Journal)	Four (4) faculty of the department have published articles that are significantly related to the civil engineering program. There are research outputs of the faculty published in scopus indexed journals. There are six (6) papers published in conferences proceeding.	/		

	Budget	There is a certain amount allocated by the University for research activities of the faculty.	/		
4.	COMMUNITY INVOLVEMENT				
	Organization	Department Research, Development and Extension Committee Engr Andy Phil Cortes Chair Engr. John Allan Gulles-Member Engr. Hanzel Mejia-Member	/		
	Activities on Community Extension	No programmatic activities for community extension. Sporadic engagement. The extension activities were not based on research.	/		
	Involvement of Faculty members and Students in community extension	All faculty are actively involved in extension from 2019-2024.	/		
	Budget	There was no specific budget set for extension activities of the College of Engineering. Funding is provided upon request based on the cost estimate of activities.	/		
	Linkages (Local and International) - Industry- Academe Linkage - School Linkages - Faculty Exchange Program	There are signed MOAs that show industry-academe linkages..	/		
5.	INSTITUTION				
5.1	Institutional Planning and Development (Long Term and short term Plan)	BOR Resolution No. 78 series 2017 Approved the Institutional Strategic Development Plan of VSU for 2017-2027. The BOR Resolution No. 108 series of 2021 approved the creation of Future Thinking office	/		

		of VSU envisioning the preferred and building strategic pathways for sustainable university and Philippine Food Systems 2040 Report. The university has official manuals and standard operating procedures as standard reference. The decision-making system on important academic matters and all the decisions are documented and disseminated properly. VSU has an approved New organizational structure BOR Resolution No. 235 series of 2019 dated October 24, 2019.	/		
	Organizational Structure				
5.2	Governance				
	Administration-Faculty Involvement	The Dean is involved in the formulation and implementation of an Institutional Development Plan via meeting and memo.	/		
	Student Services		/		
	Medical and Dental Services	Services are provided by the VSU Hospital located within the campus of the University. Medical and dental services are administered by the VSU-University Services for Health, Emergency and Rescue (VSU-USHER) / VSU Hospital.	/		
	Support for Career Guidance and Job Placement	The career guidance and job placement services are offered or provided by the Office of the Dean of Students	/		

	Support for Co-curricular activities	The Office of the Dean of Students supports Co-curricular and extra-curricular activities.	/		
	Guidance Counselor	With 5 Registered Guidance Counselors where validity of PRC license until 2026; but one until Oct. 2024	/		hire additional Registered GC to comply with the requirement of 1:1,000 GC-student ratio
	Selection and Retention	The program follows the approved Policies on Admission, Retention, and Residency Rule for the undergraduate degree programs of the college (BOR Res. No. 134, s. 2022)	/		
	Publications	The Department of Civil Engineering has a published course catalogue available in the VSU website.	/		
	Records (Enrolment / Achievements)	Data or record system of student enrolment for all classes and laboratory courses are maintained by the VSU - Office of the University Registrar (OUR).	/		
	Sustainability	The students are provided several programs like scholarships, activities and training. Faculty are supported and encouraged to attend seminars, conventions, and conferences for continued professional growth Industry-academe linkages through OJT	/		
5.4	Site and Buildings				
	Institutional Sites and Buildings				
	School site and buildings	The Dimensions provided in the plan for buildings cannot be read. The font is very small. (based on	/		

				the estimate the average area is 49 square meters. The capacity can accommodate only less than 25 students only based on the submitted plans.				
	Adherence to the codes Ownership (with supporting Land Title/s) Certificate of Occupancy, Fire Safety Clearance & Sanitary Clearance Certificates) Leased (at least 15 years with MOU/ MOA)	Land Titles: TCT T-15271 and T-14872 No Occupancy Certificate presented No Sanitary Permit presented No Fire Safety Certificate from the Bureau of Fire					Certificate of occupancy should be secured from the local government units (LGU) or external government agency (e.g. OBO, DPWH, etc.) are applied and in the process for approval	
	Health and Safety (Presence of updated Fire Extinguishers, Safety signages and others)	There is a fire alarm system. There are fire extinguishers and safety signages.	/					
	Full Compliance to CMO 37, S. 2012 – PSG on the Establishment of an Outcomes-Based Education (OBE) Systems in HEIs offering Engineering Programs - Submission of Monitoring Workbook (MW) with attached evidences, Self Assessment Rubric (SAR) and Application Workbook (AW) - Institutional Framework with the following components: • Mission /Vision • Program Educational Objective • Program Outcomes • Curriculum Map • OBTL	The institution is using the OBE system. Monitoring workbook was submitted. Self Assessment Rubric (SAR) was accomplished and Application Workbook (AW) was submitted.	/					

	- Program Assessment and Evaluation Process - Continuing Quality Improvement				
6.	Others: Official Receipt	Filing and inspection fees of the 4 other specializations, same rate for those processed solely by the CHEDRO (PhP23,000 each).			

OVER-ALL RECOMMENDATION:

The Certificate of Program Compliance for the **Bachelor of Science in Civil Engineering** program of Visayas State University (VSU)- Baybay Leyte is held in abeyance subject to the compliance of the above mentioned findings/recommendations in the remarks column. **Deadline for submission of FULL COMPLIANCE is on or before September 14, 2024**

Evaluated by:

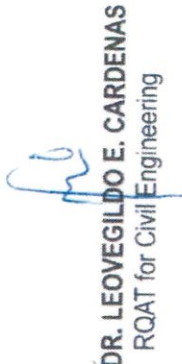
Technical Committee on CE and Regional Quality Assessment Team (RQAT)



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