



Visayas State University

Management Information System

Modules Accomplishment Report

4Q 2021

Prepared by: NOV

Modules	Status	Development Task	Responsible Person	Progress %
1. Recruitment, Selection and Placement Management System (RSP)	Deployed No setback Continuing development/enhancement	<ul style="list-style-type: none"> Automated RSP Process of the University. Applicants can apply online through jobs.vsu.edu.ph website. Users can submit and track their application progress through vsu.edu.ph website. Compliance to data privacy 	Programmers: <ul style="list-style-type: none"> David Van Tongelen Jhone Ronelle Maaghop Operator: <ul style="list-style-type: none"> Jacob Lumbre 	100%
2. Document Tracking System	Deployed A setback was encountered due to changing requirements of ISO docs, and limited number of scanners	<ul style="list-style-type: none"> Integrated tracking module on SPPMO module and Payroll Automated Barcode Generator for Document Tracking Barcode scanning for automated tracking of document Interface for defining document routing and landing. 	Programmer: <ul style="list-style-type: none"> Alvin Granada Not renewed in July 2020 Operator: <ul style="list-style-type: none"> Jacob Lumbre 	100%
3. Personnel Plantilla Management Module	Deployed No setback Continuing development/enhancement	<ul style="list-style-type: none"> Captured the Personnel Data sheet (PDS) data of each employee thru employee self-service system where employees are the once to input their own information in the HRMIS portal. Captured and computed NBC 461 data of VSU faculty for online monitoring evaluation Captured reports based on the format of requesting agencies. 	Programmer: <ul style="list-style-type: none"> Alvin Granada (Did not renew) Operator: <ul style="list-style-type: none"> Joebert Delantar 	100%
4. Personnel Data Sheet (PDS)	Deployed No setback	<ul style="list-style-type: none"> Developed an automated PDS for 	Programmer: <ul style="list-style-type: none"> David Van Tongelen 	100%

	Continuing development/enhancement	employees and applicants.	<ul style="list-style-type: none"> • Jhone Ronelle Maaghop • Micco Barua 	
5. Electronic Daily Attendance Tracking System	<p>Deployed</p> <ul style="list-style-type: none"> • the use of biometric device was suspended to follow health protocol • An alternative solutions are proposed: to use barcode for employee ID or QR code attached to employee's ID card. • Second is to use the web login whenever an employee is on WFH status 	<ul style="list-style-type: none"> • Automated personnel attendance recording and leave credits computation • Leave of absences, absences and tardy is recorded in the biometrics. This will be reflected in the DTR. • Presently unavailable due to the opposed risk brought by the pandemic. • The alternative plan is to develop a barcode or QR code to avoid direct contact to the device using magnetic strip scanner or QR code scanner. 	<p>Programmer:</p> <ul style="list-style-type: none"> • Jeffrey Gallego • Marco Antonio Villacorte – terminated 	100%
6. Learning and Development	<p>On development</p> <p>Setback due to lacking procedure</p>	<ul style="list-style-type: none"> • Sabatical Tracking and Management • Trainings Management • Scholarship management • Automated generation of reports 	<p>• Programmer: Lyndon Bacasno (Did not renew)</p> <p>Noli Vega – (Did not renew)</p>	30%
7. Individual and Office Performance Commitment and Review online management system SPMIS Module	<p>Ongoing</p> <p>Setback due to the knowledge source or consultant has retired (Dr. Cano)</p>	<ul style="list-style-type: none"> • Done working on the parts on the filtering of personnel's access. • Will be developing a prototype to be presented to concerned personnel for clarification and review. 	<p>Programmer:</p> <ul style="list-style-type: none"> • David Van Tongelen(Did not renew) <p>Operator:</p> <ul style="list-style-type: none"> • Jacob Lumbré • 	40%

8. Document Records Management System	Deployed No setback For continuing development/enhancement	<ul style="list-style-type: none"> Computerized storing and easy retrieving of University documents. Access to the documents will be managed by the Records office personnel. Records office currently uploads IPCR and OPCR files to the system. 	Programmers: <ul style="list-style-type: none"> Lyndon Bacasno (Did not renew) Noli Vega – (Did not renew) 	100%
9. Personnel Service Records Management System	Deployed No setback For continuing development/enhancement	<ul style="list-style-type: none"> Automated data entry and viewing of individual personnel service records 	Programmers: <ul style="list-style-type: none"> David Van Tongelen Operator: <ul style="list-style-type: none"> Joebert Delantar 	100%
10. Payroll Management Module	For deployment <ul style="list-style-type: none"> Setback on harmonization of leaves credits and Service Records since some records are still written on a piece of card. 	<ul style="list-style-type: none"> Development of a report generation interface to generate report for payroll processes Development of automation for the individual personnel deduction and benefits Integration for the necessary fees of the VSU system to the payroll system Integrate and automate leave and absent from EDATS system to the Payroll system Testing, Debugging, and Validation of the payroll reports and calculation 	Programmers: <ul style="list-style-type: none"> Stephen James Chavez Operator: <ul style="list-style-type: none"> Joebert Delantar 	90%
11. Integration of Student Records Management System and HRIS.	Deployed No setback For continuing developme	<ul style="list-style-type: none"> Development of the Application Programming Interface between the Student Records Management System and HRIS 	Programmers: <ul style="list-style-type: none"> Norman Villas Micco Barua Marco Villacorted (terminated) 	100%

	nt/enhancement	<ul style="list-style-type: none"> • Synchronize Faculty workload based on the Offering assigned by the enrollment system • Synchronize Faculty Work Schedule based on the assigned schedule of the enrollment system 	Operator: <ul style="list-style-type: none"> • Joebert Delantar 	
12. Online Teacher Performance Evaluation System (eTPES)	Deployed No setback	<ul style="list-style-type: none"> • Develop and integrate the eTPES to cumulus.vsu.edu.ph • Students will evaluate their instructors online. Students who cannot evaluate their online classes will not be given grades and blocked to enroll in the succeeding semester. 	Programmers: <ul style="list-style-type: none"> • Norman Villas Operators: <ul style="list-style-type: none"> • Rheinard Bacquerfo • John Philip Precilda (Admissions IT Specialists)	100%
13. Supply and Property Management System	Deployed Setback on changing requirements form BAC, Property Office and end-users For continuous enhancement	<ul style="list-style-type: none"> • Done working on PR, and PPMP, PO, APP. • Working on Abstract and Canvass. Particularly, civil works report. • The programmers were tasked to coordinate with Finance Division and SPPMO to harmonize the system. • In Property, Delivery was finished. The programmers will be doing Inspection part and a meeting with concern personnel is to be arranged on the later date. 	Programmers: <ul style="list-style-type: none"> • Joshua Cuevas • Joshua Mhel Bongcalon • Jhone Ronelle Maaghop • Jan Francis Israel - Not renewed in July 2020 Operator: <ul style="list-style-type: none"> • Argil Jan Nayre 	60%
14. Development and integration of the Financial Management System (FMS) for HRMIS	Ongoing Setback due to the	<ul style="list-style-type: none"> • Develop the financial management system of the university from budgeting (allocation 	Programmers: <ul style="list-style-type: none"> • Staphen James 	20%

	integration of SPPMIS and complexity	<p>and obligation), accounting, cashiering and internal auditing.</p> <ul style="list-style-type: none"> The initial plan was to adapt and implement the COA eNGAS and eBudget System but due to the pandemic which prevent the team to explore the systems, the team decided to develop the FMS customized to VSU process. 	<p>Chavez(Did not renew)</p> <ul style="list-style-type: none"> Jeffrey Gallego <p>Operator:</p> <ul style="list-style-type: none"> Joebert Delantar 	
15. Integrating the Research Development & Extension Management Information System (RDEMIS) to HRMIS	<p>For deployment</p> <p>Setback due to both programrs did not renew their contract</p> <p>Funds depleted</p>	<ul style="list-style-type: none"> Researchers and faculty doing extension works are part of the human resource of the university. So to effectively monitor the activities of personnel, the RDEMIS was modified to harmonize the personnel data. Done with the programming but the datasets have to be harmonized with the datasets at ODREX 	<p>Programmers:</p> <ul style="list-style-type: none"> Alvin Granada(Did not renew) Mitch Allan Haboc(Did not renew) <p>(both programmers opted not to be renewed last July 2020)</p> <p>Operator:</p> <ul style="list-style-type: none"> Argil Nayre 	40%
16. CumulusOne, MyVSU Portal	<p>Deployed</p> <p>Setback on server performance/High density traffic and optimization</p> <p>Recommended continual improvement and development of</p>	<ul style="list-style-type: none"> Continuous development the online enrollment platform for students Continuous develop the online teachers portal Continuous development for Registrar Module, Cash Module Deployment/Replication of CumulusOne to all branch campuses Compliance to data privacy 	<p>Programmer:</p> <ul style="list-style-type: none"> Norman Villas Micco Barua <p>Operator:</p> <ul style="list-style-type: none"> Christian Mikael Restor(Registrar) Arnulfo Galenzoga(Registrar) 	100%

	Enrollment modules			
17. QMS Portal	Deployed For further enhancement	<ul style="list-style-type: none"> Develop a document management system that will store, retrieve, view documents for ISO Audit using the PDCA format. Compliance to data privacy 	Programmer: Stephen Chavez (Did not renew) Operators: QAC Jed Cortes	100%
18. User Training for VSU faculty and staff	Conducted every release and User acceptance via Zoom.	<ul style="list-style-type: none"> Train users and administrators in the following Systems: Payroll Management Module Personnel Information and Service Records Management Module Student Records Management System Supply and Property Management System Attendance Tracking (eDATS) Module Records Management System Financial Management System for HRMIS Research Development & Extension Management Information System (RDEMIS) to HRMIS Document Tracking System 	All Staff	50%

Challenges

During the development of the modules, technical problems, design weaknesses, and changing demands of the clients are recurrent. The team were challenged to outlook the database's layout that will be fitted for the demands of the end-users.

Moreover, complaints and problems continuously challenged the team. Meetings after meetings were done to solve the issue. Fortunately, concerns were taken into consideration and was addressed. As expected, the developed modules are not yet perfect, ongoing fixing of errors and bugs are present but, it is already equipped for deployment.

On the other hand, developing modules are facing heavier problems because of the pandemic. Currently, the university has implemented lockdown and the programmers are set to WFH working arrangements. Because of this data gathering is limited, meetings are discouraged, and resource persons mostly are working from home. MIS staff knowledge in accounting for FMS is also limited. Some of the important resource persons already retired. Harmonization of data and plans from the end-user is needed. Moreover, the ever changing of requirements by owner-office pose a challenge as well. Some of the end-users are also reluctant to migrate to the new system. They were thinking that they might break the system if ever they get an error using it.

Furthermore, some of our programmers did not renew their contract due to depleted budget for professional services or the salary is not competitive enough in to compete with the private companies. Also, opportunities for regularization to other institution is also a factor why some MIS personnel opted not to renew.

The lack of manpower hinders the fast development, testing and debugging of the modules. Some modules are also unmanned thus the development has stopped or slow.

Accomplishments

The Management Information System (MIS) had successfully deployed the following modules: CumulusOne, Student Portal, Recruitment Selection and Placement (RSP), Personnel Plantilla Management, Personal Data Sheet (PDS), Electronic Daily Attendance Tracking System (eDATS), Document Tracking System, Records Management System, and Personnel Information, QMS Portal, and Service Records Management System. University-wide launching was conducted with relevant seminars

and hands-on training. After launching, developed modules were turned over to the owner-office.

Presently, CumulusOne and the Student Portal are being operated by the Registrar, Cash, USSO, Teachers and Students. These modules are also deployed to Tolosa Campus and pending deployment to Isabel and Alang-alang. Meanwhile Villaba campus has yet to be connected to the Internet in order to use these systems.

The SPPMIS(Procurement) module is also being operated by BAC, SPPMO and the departments. Some changes of the requirements are being handle and bugs are rectified.

RSP Module is also on full swing, serving the online recruitment process of the HR and the NAPB. Additional features for RSP are also discussed during online meetings and bugs are addressed or rectified.

QMS Portal also greatly helped our ISO certification a success. The portal streamlined the uploading of documents. The V2 of QMS will be discussed this 3rd Quarted.

The Electronic Daily Attendance Tracking System (eDATS) is also deployed and on full swing, however the use of biometrics is discouraged due the COVID. Some alternatives are proposed and pending for approval. Bugs are also addressed or rectified.

The HRIS Core system (PDS, Service Records, Payroll, Leaves, and Plantilla Management) are also deployed and running on full swing. This is being operated by the ODAHRM and RSPPO office and all the end-users. Some additional features are being laid for 2022 deployment. Bugs are being addressed accordingly.

Future plans

For 2022, the following modules will be deployed to the branches campuses and series of online end-users training will be conducted:

- CumulusOne
- Student Portal
- TPES(Online Teachers Performance and Evaluation System)
- HRIS Core System (PDS, Service Records, Payroll, Leaves, and Plantilla Management)
- SPPMIS

The following modules will be focused on development side and conduct client consultations and meetings:

- FMS and Project Management
- RDEMIS

Some of the modules will have a setback due to the lack or revision of procedures, programmers and consultants:

- L&D
- SPMIS
- R&R

Moreover, it is proposed that due to the demand of online transactions and to meet targets and streamlining our services. There is a need to further strengthen the ICTMC and MIS office.

A manpower is needed to further develop and address dynamic requirements of the system. A sufficient budget for the development and operations of the office is also needed.