



VISAYAS
STATE UNIVERSITY

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**EXCERPT FROM THE APPROVED MINUTES OF THE
87th VSU Board of Regents Meeting**

7 DECEMBER 2018
GRANDA MANOR Conference Room
36 Juan Luna cor. Gomez St.
Tacloban City

**PLANS AND BUDGETARY REQUIREMENTS IN
THE CONDUCT OF INFORMATION CAMPAIGN
AND ADMISSION TEST FOR SY 2019-2020**

The Board unanimously approved and passed

BOR RESOLUTION NO. 218, s. 2018

**A Resolution Approving the Plans and Budgetary Requirements in
the Conduct of Information Campaign and Admission Test for SY 2019-
2020, as presented.**

** please see attached approved Proposal*

BOARD ACTION : **APPROVED**
Date : 7 December 2018

Certified True and Correct:


DANIEL M. TUDTUD, JR.
Board Secretary V

Cc: OP
OVPI
USSO
Admission Office
Registrar

CONDUCT OF VSU INFORMATION CAMPAIGN AND COLLEGE ADMISSION TEST FOR SCHOOL YEAR 2019-2020

Rationale

Republic Act 10931, otherwise known as the Universal Access to Quality Education Act, provides free education—free tuition fees and other school fees such as miscellaneous fees—to students of state and local universities and colleges (SUCs, LUCs) and technical-vocational schools starting school year 2018-2019. Responding to expressed concerns of private universities that the law produces a scenario of “mass exodus” of students from their schools, CHED Officer-in-charge Prospero de Vera III stated that the influx of students applying at SUCs and LUCs will be “taken care of by the admission test.” Dr. de Vera further stressed that free education is not a license to accept everyone to college. For students to continue availing of benefits from the law, they should comply with the admission and retention requirements of their educational institutions.

Conduct of admission test. Thus, the college admission test has become one admission requirement for all students who are interested to study at an SUC or LUC. Along with other SUCs, the Visayas State University administered the college admission test (CAT) for incoming students for school year 2018-2019. The VSU CAT test was conducted in a series of weekends in February and March 2018 in different testing centers including the four VSU external campuses. One last special test was administered in July 2018 for Alternative Learning System Accreditation and Equivalency (ALS A&E) test passers and high school students who failed to take the test earlier.

For school year 2019-2020, plans are underway to conduct the test in January 2019 to provide ample time to prepare for the test considering that: 1) the test questionnaire is currently undergoing revision; 2) it is necessary to conduct information campaign in selected provinces; and 3) the teams to conduct the test and information campaign have yet to be organized. Testing centers will be identified based on their location and number of takers in the previous test. After the testing period, about three months, i.e., February to April, will be allocated for checking of testpapers and data encoding and analysis.

Need for information campaign. CAT takers for school year 2018-2019 indicated their course preferences on the test application form. Their preferred courses, along with the quota or enrolment capacity of each course or degree program, were the bases for assignment of courses to the qualified test takers. However, many test takers expressed their displeasure with the course assigned to them for the reason that they were not familiar with the courses they ticked on the test application form. A few even lost interest to study at VSU upon learning that they could not enrol in their desired course as it had reached the enrolment capacity.

It is, therefore, necessary to conduct information campaign about VSU and its course offerings prior to the conduct of the CAT. This will enable students to make an informed decision on what course to pursue at VSU as well as minimize shifting to another course. On

VSU's part, information campaigns will draw students to the university, thereby, increasing the student population. Data reveal that the overall enrolment capacity of VSU for the current school year is 2,670 while enrolment is only 2,073 or 78 percent. Of the 28 courses, only eight courses met or exceeded their quota a bit while twenty did not attain their quota. Moreover, five of the latter courses attained less than one-half of their quota, and three courses reached just about half of their quota (Attachment A). While a number of test qualifiers opted to study in schools closer to their homes to reduce expenses, perhaps they could have considered VSU in making the decision had they been aware of the university and its programs.

Testing Centers

Based on 2018 CAT data, the following testing centers are strategically located and had a relatively high number of test takers.

1. Leyte National High School, Tacloban City
2. Saint Joseph College, Maasin City
3. Abellana National High School, Cebu City
4. Ubay National Science High School, Ubay, Bohol
5. Dr. Cecilio Putong National High School, Tagbilaran City

These testing centers will be considered for the 2019 CAT that is initially scheduled in January 2019. There will be a total of 10 testing centers including the VSU main and four external campuses.

Information Campaign Sites

The VSU website will provide a virtual tour of VSU and its programs. All departments will be required to improve the presentation of their respective degree programs or courses in the website to provide prospective students with adequate information about VSU and, at the same time, aid them in selecting their course to take. Physical visits to strategically located senior high schools, preferably the identified testing centers, will also be conducted to complement the virtual information campaign.

Plan of Activities and Budgetary Requirement

Please refer to the succeeding sheets.

**CONDUCT OF VSU INFORMATION CAMPAIGNS AND COLLEGE ADMISSION TEST FOR SCHOOL YEAR 2019-2020
PLAN AND BUDGET**

Activity	Place	Target Date	Persons Responsible	Resources Needed	Budget	
					Item	Cost
Improvement of VSU website content —Each department to submit materials on its degree program(s)	VSU Main	October 2018	Information officer of each department VSU Web Team	Memorandum to department heads to submit material for website		none
Conduct of information campaign in selected schools - Contact school heads - Actual visits	5 selected schools & 4 external campuses	November 2018	Team of 6 faculty and staff	Laptop computer with VSU video; LCD projector; Vehicle for trips within Region 8; Fuel; Travel allowance	1) Fuel, 5 trips @ 2650/trip 2) Fare Bohol & Cebu trips, 4 staff @ P2,000 each 3) Travel allowance *2 staff x 4 trips in Region 8 @ P400/trip *1 driver x 4 trips @ P400/trip *2 staff, Cebu trip for 1.5 days @ P800/day *2 staff, Bohol trip for 3 days @ P800/day *Tarpaulins, 15 pcs @ P300 each Subtotal	13,250 8,000 3,200 1,600 2,400 4,800 4,500 37,750
Revise and reproduce test questionnaire	VSU-OVPI	November to December 2018	Committee; 2 JO staff	2 Computers Risograph machine Paper & other supplies; JO salary	Paper & other supplies Salaries, 2 staff x 2 months @ x P7,920/month Subtotal	20,000 31,680 51,680

Activity	Place	Target Date	Persons Responsible	Resources Needed	Budget	
					Item	Cost (Php)
Conduct College Admission Test	5 selected schools; VSU Main and 4 VSU external campuses	January 2019	2 VSU staff per testing center 1 Principal & 1 janitor per testing center	Packed test booklets & test papers Forms and office supplies Rental fee for 2 testing centers Snacks & tokens for non-VSU test personnel Snacks for VSU Main volunteers Vehicle for 6 trips	1) Forms and office supplies 2) Rental fee, 3 testing centers @ P1,000 each 3) Snacks & tokens for 3 centers @ P2000 each 4) Fuel, 6 trips (1 per testing center) @ @ 2,650/trip 5) Fuel, 1 trip to Bato, Leyte for Ubay, Bohol 6) Travel allowance, 2 staff, Bohol, 4 days, P800/day 7) Travel allowance, 2 staff, Cebu, 1.5 days P800/day 8) Travel allowance 2 staff x 6 trips, Leyte & So.Leyte @ P400/trip 4) Travel allowance, 1 driver x 6 trips @ P400/trip 7) Snacks, VSU Main Subtotal	1,000 3,000 10,000 15,900 2,120 6,400 2,400 4,800 2,400 5,000 53,020
Checking of testpapers and data encoding	VSU	January to April 2018	2 JO staff	2 JO staff Ballpens, paper	Salary, 2 JO staff for 4 months @ P7,920/mo Supplies Subtotal	63,360 1,000 64,360
					TOTAL	206,810

SUMMARY OF ENROLLMENT FOR FIRST SEMESTER 2018-2019

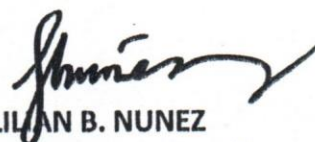
Level: First Year College

No. (A)	Program (B)	Quota (C)	Number of Enrolees (D)	% of Quota (D/C)	Remarks (QU=Quota Unmet)
1	Bachelor of Arts in English	70	45	64.3	QU
2	Bachelor of Culture & Arts Education	40	45	112.5	
3	Bachelor of Early Childhood Education	20	5	25.0	QU
4	Bachelor of Elementary Education	130	112	86.2	QU
5	Bachelor of Physical Education	80	56	70.0	QU
6	Bachelor of Secondary Education	225	227	100.9	
7	BS Agriculture	405	300	74.1	QU
8	BS Agribusiness	200	185	92.5	QU
9	BS Agricultural & Biosystems Engg.	100	63	63.0	QU
10	BS Agricultural Chemistry	30	0	0.0	QU
11	BS Biology	50	28	56.0	QU
12	BS Biotechnology	35	10	28.6	QU
13	BS Civil Engineering	100	100	100.0	
14	BS Chemistry	60	64	106.7	
15	BS Computer Science	100	79	79.0	QU
16	BS Development Communication	100	51	51.0	QU
17	BS Economics	40	32	80.0	QU
18	BS Environmental Management	50	24	48.0	QU
19	BS Food Technology	100	53	53.0	QU
20	BS Forestry	100	32	32.0	QU
21	BS Geodetic Engineering	100	61	61.0	QU
22	BS Hospitality Management	150	133	88.7	QU
23	BS Marine Biology	20	17	85.0	QU
24	BS Mechanical Engineering	100	101	101.0	
25	BS Nursing	80	82	102.5	
26	BS Statistics	35	15	42.9	QU
27	BS Tourism Management	50	51	102.0	
28	Doctor of Veterinary Medicine	100	102	102.0	
Total		2,670	2,073	77.6%	

Source of enrolment data: Registrar's Office

Date accessed: September 14, 2018

Prepared by:


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