I.3. maintains a functional and long-range program of faculty/staff development to enhance research capability and competence

(02) 8713 5968 | dcoe_chair@gmail.com
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INSTITUTIONAL DEVELOPMENT PLAN 2018-2020

PUP 2020 VISION: TOWARDS AN EPISTEMIC COMMUNITY						
Agenda 1	**Objective**	**Performance Indicator**	**Strategies/Programs /Activities**	**Concerned Offices(s)**	**Time Frame**	**Budget**
Pursuing Academic Excellence Through Disciplinal Integrity	*To ensure globally-focused, research-oriented, and internationally competitive curricula in the undergraduate and graduate levels*	✓ 100% of the curricular programs are revised in compliance with the CHED Policies, Standards and Guidelines and in accordance with national and international standards	Revision of all curricula based on international and national benchmarks, compliant with CHED Policies, Standards and Guidelines	All Colleges OVPAA OVPBSC	For implementation effective SY 2018-2019	
		✓ 100% of the syllabi are revised to conform with the OBE format	Crafting of OBE-compliant syllabi for all courses based on the newly approved curricula		2018	
		✓ 10% annual increase in the number of procured books, references and other instructional materials by discipline (basis for the above should be provided)	Procure textbooks, references and other instructional materials by discipline based on syllabi specifications, book canvass conducted by college representatives and list of most borrowed books forwarded by librarians in-charge of different library sections Proceed with the procurement of and subscription to national and international journals both print and non-print Review the procurement law and procurement processes employed in the purchase of learning resources (both print and non-print) in the university, and list down all sources/ would-be causes of delays in each of the modes of procurement Conduct regular coordination meetings not only for pre-procurement purposes but to address above mentioned and	OVPAA OVPBSC OVPA (PMO) OVPF		

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			other pressing problems in learning resource procurement			
		✓ Annual renewal of journal subscription (print/e-journals)	Proceed with the renewal of journal subscriptions (print/e-journals)	OVPAA OVPRED OVPF OVPBSC OVPA (PMO)		
	To promote and maintain quality assurance	✓ 100% (4/4) of the qualified academic programs accredited for Level IV, Phase 1 revisit	Continuously submit academic programs for AACCUP evaluation and accreditation Conduct orientation/coordination meetings with the colleges as well as offices involved/concerned in the accreditation process Regularly monitor the level of readiness and availability of required documents Conduct inventory of required facilities and equipment Invite internal accreditors to conduct mock accreditation	OVPAA (QAC) OP OEVP OVPA OVPF OVPSAS OVPRED	2018 for Main Campus with academic programs which have taken advantage of the one year grace period.	
		✓ 10% (8/8) of the qualified academic programs accredited for Level IV, Phase 1 Visit	Continuously submit academic programs for AACCUP evaluation and accreditation Conduct orientation/coordination meetings with the colleges as well as offices involved/concerned in the accreditation process Regularly monitor the level of readiness and availability of required documents Conduct inventory of required facilities and equipment	OVPAA (QAC) OP OEVP OVPA OVPF OVPSAS OVPRED	2019 for Main Campus with academic programs which have taken advantage of the one year grace period.	

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			Invite internal accreditors to conduct mock accreditation			
		✓ 100% (12/12) of the qualified academic programs accredited for Level IV, Visit	Continuously submit academic programs for AACCUP evaluation and accreditation Conduct orientation/coordination meetings with the colleges as well as offices involved/concerned in the accreditation process Regularly monitor the level of readiness and availability of required documents Conduct inventory of required facilities and equipment Invite internal accreditors to conduct mock accreditation	OVPAA (QAC) OP OEVP OVPA OVPF OVPSAS OVPRED	2020 (programs for accreditation visit had taken advantage its one year grace period.	
		✓ 100% of the qualified academic programs accredited for Level III in the next three years	Continuously submit academic programs for AACCUP evaluation and accreditation Conduct orientation/coordination meetings with the colleges as well as offices involved/concerned in the accreditation process Regularly monitor the level of readiness and availability of required documents Conduct inventory of required facilities and equipment Invite internal accreditors to conduct mock accreditation	OVPAA (QAC) OP OEVP OVPA OVPF OVPSAS OVPRED	2018 for Main Campus Level 3, Phase 2 visit.	
		✓ 100% (8/8) of the qualified academic programs	Continuously submit academic programs for AACCUP evaluation and accreditation	OVPAA (QAC) OP OEVP	2019 for Main Campus with academic programs	

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		accredited for Level III, Phase 1 Revisit/Visit	Conduct orientation/coordination meetings with the colleges as well as offices involved/concerned in the accreditation process Regularly monitor the level of readiness and availability of required documents Conduct inventory of required facilities and equipment Invite internal accreditors to conduct mock accreditation	OVPA OVPF OVPSAS OVPRED	which have taken advantage of the one year grace period.	
		✓ 100% of the qualified academic programs accredited for Level II	Continuously submit academic programs for AACCUP evaluation and accreditation Conduct orientation/coordination meetings with the colleges as well as offices involved/concerned in the accreditation process Regularly monitor the level of readiness and availability of required documents Conduct inventory of required facilities and equipment Invite internal accreditors to conduct mock accreditation	OVPAA (QAC) OP OEVP OVPA OVPF OVPSAS OVPBSC OVPRED	2018 for Main Campus Branches and Satellite Campuses (to be identified)	
		✓ 100% (3/3) of the qualified academic programs accredited for Level II, Visit	Continuously submit academic programs for AACCUP evaluation and accreditation Conduct orientation/coordination meetings with the colleges as well as offices involved/concerned in the accreditation process	OVPAA (QAC) OP OEVP OVPA OVPF OVPSAS OVPBSC OVPRED	2020 (programs for accreditation visit had taken advantage its one year grace period:	

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			Regularly monitor the level of readiness and availability of required documents Conduct inventory of required facilities and equipment Invite internal accreditors to conduct mock accreditation			
		✓ 100% of the qualified academic Programs accredited for Level I	Continuously submit academic programs for AACCUP evaluation and accreditation Conduct orientation/coordination meetings with the colleges as well as offices involved/concerned in the accreditation process Regularly monitor the level of readiness and availability of required documents Conduct inventory of required facilities and equipment Invite internal accreditors to conduct mock accreditation	OVPAA (QAC) OP OEVP OVPA OVPF OVPSAS OVPRED	2018 for Branches	
		✓ 100% (8/8) of the qualified academic programs accredited for Level I Visit	Continuously submit academic programs for AACCUP evaluation and accreditation Conduct orientation/coordination meetings with the colleges as well as offices involved/concerned in the accreditation process	OVPAA (QAC) OP OEVP OVPA OVPF OVPSAS OVPBSC OVPRED	2019 for Main Campus with academic programs which have taken advantage of the one year grace period.	

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			Regularly monitor the level of readiness and availability of required documents Conduct inventory of required facilities and equipment Invite internal accreditors to conduct mock accreditation			
		✓ Passed the CHED Institutional Sustainability Assessment (ISA)	Conduct orientation/coordination meetings with the colleges as well as offices concerned Monitor availability of requirements	OVPAA (QAC) OP OEVP OVPA OVPF OVPSAS OVPBSC OVPRED	2018 – 2020 (ISA visit depends on CHED schedule, once every three years)	
		✓ At least three (3) academic programs recognized as COE/COD for the grant period beginning 2018.	Conduct orientation/coordination meetings with the colleges as well as offices concerned Come up with schedule of activities to monitor the preparation done by the concerned colleges	OVPAA (QAC) OP OEVP OVPA OVPF OVPSAS OVPBSC OVPRED	2018 – 2020 (COE/COD visit depends on CHED schedule within the evaluation period)	
		✓ 100% of Academic Programs awarded Certificate of Program Compliance (COPC)	Submission of all Academic Programs of the University to CHED Certification of Program Compliance (COPC) Pursue follow up of compliance measures through program chairs and college deans	OVPAA (QAC) OP OEVP OVPA OVPF OVPSAS OVPBSC	1st/2nd Quarter, 2018 for Main Campus	
	To enhance the graduates' performance in professional licensure/BAR examinations	✓ 100% of the programs with board examination have integrative courses in the curriculum	Include at least two (2) integrative courses in the revise curricula of all board programs.	OVPAA (Colleges with board programs) and OVPSAS (ARO)	Effective AY 2018	

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		✓ 65% average passing rate in professional licensure examinations ✓ 50% of Average PUP Passing Percentage to Average National Passing Percentage	Conduct Departmental examination aligned with PRC requirements Sustain awarding of incentive to the TOP TEN successful examinees in licensure/BAR examinations Establish an institutional in-house review center Strict implementation of course outlines reflecting the competencies to be tested in board examinations Strict implementation of admission and retention policies		Periodically Periodically Periodically Periodically Periodically	
	To provide support services for the holistic development of students	Increased venues and forms of information dissemination among students At least 10% increase in the number of students involved in cultural and art groups Expanded Psychological and Testing Services	Conduct general and per college/branch student orientation Market and promote student participation in cultural and arts group through cultural events, social media and students themselves Publish Guidance and Psychological Services News Bulletin Increase licensed guidance counsellors and acquire new and relevant testing instruments	OVPSAS OVPAA OVPBC OVPF	2018 - 2020	

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		50% increase in the number of grants or sponsorships Increase in the number of recipients of scholarships/grants/student assistantship 50% increase in life-skills and coaching programs and in workshops/training for scholars and grantees	Sustain invitation of potential sponsors Mobilize peer trainer-facilitators among the ranks of scholars Implement special scholarship programs for prime sections especially in Board courses			
	To improve the quality and profile of the faculty	90% of the regular faculty are master's degree holders by 2020 30% of the regular faculty are doctorate degree holders by 2020 40% Increase in the number of faculty practitioner/with industry exposure	Support application of faculty members seeking foreign and local scholarships Revive the PUP local faculty fellowship particularly for programs with master's/doctoral degrees that are not usually offered Extend assistance to those without Masters degrees who will be retiring within the next 5 years to apply and qualify for the Non-traditional study program, utilizing accreditation of prior learning Enhancing the package of incentives to further encourage faculty members to enroll in institutions with Center of Development/Center of Excellence and/or Level 3 accredited programs Implement Summer Faculty Internship (Immersion) Program or Government/Industry Immersion	OVPAA OVPA (HRMD)	2018-2020	

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		Increase in the number of faculty with at least Very Satisfactory in the classroom performance rating	Strengthen the teaching and learning commons (sharing/transfer of knowledge and expertise of faculty) Conduct training/workshops/coaching and other remedial measures for faculty members who incurred at least two Satisfactory ratings Invite government/industry practitioners as special lecturers Invite visiting professors Implement faculty-exchange program			
	To develop the competency profile of administrative employees	Competency profile of non-teaching positions completed in 2018	Conduct capability building seminar-workshop on competency profiling Identify non-teaching positions Determine the competency requirement of the non-teaching positions in the area of core leadership and technical competencies Develop competency profile of the non-teaching positions	OVPA (HRMD)	January to December 2018	
	To adapt academic programs that meet the demands of domestic and global markets	30% of faculty are involved in consultancy partnership with the industry 100% of the colleges have tie-ups with professional organizations and the industry	Encourage and allow faculty members to engage in allowable and ethical practice of profession Expand and strengthen linkages with industries and professional organizations to get current and	OVPAA and OVPBSC	Periodically	

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		Revision of curricula	up-to-date trends and issues on domestic and global markets. Conduct periodic review and enhancement of curricula and syllabi			
	To produce graduates who are productive contributors to the local and global societies	100% of the colleges/branches/satellite campuses conduct periodic tracer studies	Conduct periodic institutional tracer studies by discipline to determine employability of graduates Conduct exit surveys to get graduating students feedback Conduct benchmarking activities	OVPAA OVPBSC OVPRED OVPSAS	Periodically	
		Increase in the number of graduating student attendees in career development and placement-related events	Improve coordination and information dissemination of Alumni Relations and Career Development Office (ARCDO) activities and services among graduating students Intensify engagements with the alumni and industry partners thru internship hosting and organization of job fairs, placement services, and similar events	OVPSAS OVPAA	2018-2020	
	To enhance PUP's image as an international academic institution	Foreign/International students enrolled in any academic program Presence of foreign faculty members/experts PUP's international standing/ranking	Develop the University's Internationalization Program • Student Exchange • Faculty Exchange • Job Placement • Visiting Professor • Partnerships/Linkages	OEVP OVPAA OVPBSC OVPRED OVPSAS	2018-2020	

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			Submit student mobility program proposals to funding agencies			
	To strengthen the status of the PUP Open University – Institute of Open and Distance Education (OU) as a strong Open Distance Learning (ODL) institution	Institutional Qualification At least 2 additional academic programs offered via Distance Education both in the Baccalaureate and Graduate programs Sustained recognition of OU by UNESCO and by CHED as an accredited ODL institution in the Philippines Signed at least 2 MOAs with global partners and linkages until 2020 Visited at least one (1) foreign ODL institution within the next 3 years	Additional programs will be applied to the Commission on Higher Education Comply with the requirements of UNESCO and CHED for continued recognition Active participation in the existing global partnership and linkages (MOA/MOUs) Conduct visits to foreign ODL institutions for benchmarking purposes	OVPAA (OUS) OEVP	2018-2020	
		Institutional Management and Commitment 100 % of Administrators and Faculty are Certified ODL Course Specialists	Requiring all Institute of Open and Distance Education (IODE) faculty to take Certificate Course in Distance Education Management under the Continuing Professional Development. Continuous training in Blended Mode of Delivery through the Instructional Materials Development Office and Learning Management System Office	OVPAA (OUS)	2018-2020	
		Institutional Management and Commitment		OVPAA (OUS)	2018-2019	

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		All DE policies, processes and procedures are documented Established Internal Quality Assurance	Documentation of all the policies, processes and procedures for managing distance education system Coordination with the Quality Assurance Office Continuing Self-Evaluation Invite local and international ODL experts as lecturer/resource speaker Send distance learning course specialists for an exchange program Organize national/ international ODL conference Develop and present an Asian Association of Open Universities (AAOU) Fellowship Program Proposal to OU Hong Kong Build partnership with different government/non-governmental agencies		2018-2020 2019 2019 2018-2020	
		Curriculum Development All curricular offerings are approved by the Commission on Higher Education All OU curricular offerings and course guides are updated	Coordinate with the Colleges and Graduate School Update 100% of course guides in the eight (8) IODE programs	OVPAA (OUS)	2018-2019	
		Instructional Materials Development		OVPAA (OUS)	2018-2020	

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		100% completely developed quality modules and other instructional materials in all platforms (printed/e-book/LMS)	Coordinate Module Development Quality Circle with the University Textbook and Instructional Materials Evaluation Committee (UTIMEC) Organize seminar/workshops on instructional materials development Evaluate accomplishments of module writers by qualified course specialists in the different field of specialization			
		Delivery Mode/Strategies 100% of the Course Specialists are engaged both in offline and online mode of delivery 100% of the course specialists prepared and developed the instructional materials in the OUS LMS Conducted 2 e-learning lectures/ webinars per school year 75% of the course specialists and students are oriented on new methodologies and technologies through the LMS Office (OER/MOOC/SPOCs) 100% of the learners utilized the IODE EEP systems for information dissemination purposes	Monitor scheme for both offline and online delivery mode of IODE programs Prepare and develop course specialists' lectures in the OUS Learning Management System Launch the e-Lecture/Seminar in the different IODE Programs through the LMS Office. Installation of Wi-Fi hub in the OUS classrooms Track developments in: Open Educational Resource (OER) such as Small Private Online Classes (SPOCs) and Massive Online Open Courses (MOOCs) and radioversity	OVPAA (OUS)	2018-2020	

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			Utilization of Social Media Sites for an engaged communication with the learners			
		Strengthened quality of the Open University Institute of Open and Distance Education as an Online Distance Learning (ODL) institution	**Student Assessment** 100% of the students are aware on OU assessment policy 100% of the Course Specialists reviewed the assessment tools for each course • Use innovative approach in evaluating students' progress in all programs through online assessment • Review assessment policies and wide dissemination of the process flow chart • Review the assessment tools/rubrics for each course • Utilize all platforms in assessing students' progress (online exam/presentation/thesis defense	OVPAA (OUS)	2018-2020	

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			Student Support Services Organize student orientations on Distance Education System through different Platforms Digitize at least 80% of students' records Monitor student records through the Student Information System • Face-to-face orientation • Online orientation • Printed fact sheet • Procurement of equipment for digitization • Regular posting and updating of grades Process 100% of students documents request online Register 100% of IODE programs online Review 100% of the student records processing system Update OUS Student Handbook Monitor Student/Alumni Outcome Provide online reading materials through an e-library	OVPAA (OUS) OVPAA (OUS) OEVP (ICTO)	2018-2020	
	To strengthen PUP as a CHED deputized higher educational institution (HEI)	Strengthened Equivalency programs through ETEEAP and Non-Traditional Study Program	100% of the programs offered in the through ETEEAP are recertified by the Commission on Higher Education	OVPAA (OUS) OEVP (ICTO)	2018	

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	offering Expanded Tertiary Education Equivalency and Accredited Program (ETEEAP) and Non-Traditional Study Program		• Apply for CHED re-certification Applied at least 2 new baccalaureate programs through ETEEAP • Apply level 3 programs to be offered through equivalency 100% of Tutors utilized activity-based learning materials • Orient and train tutors in producing activity-based learning materials		2018-2020	
			10% increase in enrollment both in the ETEEAP and NTSP 100% of the tutors utilized the learning management system • Popularize equivalency programs through promotions • Organize training of tutors in utilizing the Learning Management System 100% of the Assessors are retooled • Organize assessors' Training 10% increase in the number of tutors and assessors from the industry partners • Invite practitioners as tutors and assessors in the ETEEAP and NTSP	OVPAA (OUS)	2018-2020	

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			100% of the equivalency system procedures are reviewed 100% of the competency rubrics per course are reviewed • Initiate Policy Review Consultation Meet with the Assessors • Conduct Assessors Meet 10% increase in the number of Alumni who will serve as tutor and or assessor • Invite Alumni as tutors and assessors 10%increase in the number of Industry Linkages • Develop partnerships with government and non-government agencies	OVPAA (OUS)	2018 2018 2018-2020 2018-2020	
			Conduct benchmarking in at least 2 institutions which are deputized by the Commission on Higher Education • Conduct benchmarking in Institutions offering Equivalency Programs Offer at least one (1)Executive Management Program in the Non-Traditional Study Program • Offer executive programs through the NTSP	OVPAA (OUS)	2018-2020 2018-2020	
	To be a recognized national Continuing Professional Development (CPD) Provider	Offering of at least 3 PRC Accredited Programs	Sustain PRC accreditation of existing programs Apply for PRC accreditation for other programs	OVPAA (OUS)	2018-2020	

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			Seek CHED/DepED Endorsement Invite pool of Trainers			
	To provide Trainings that can be accredited as Pre-Masters courses and prior learning courses in the Non-Traditional Study Program and ETEEAP	Training programs for Accreditation and Equivalency	Design and implement at least 8 Training Courses for accreditation and equivalency • Consolidate the pre-masters' courses • Develop the course modules • Prepare the marketing collaterals • Schedule the course sessions • invite pool of Trainers	OVPAA (OUS)	2018-2020	
		Provide Online Professional Courses Provide Workforce Skills Trainings	Offer at least two (2) online training courses • Design online courses • Develop Learning Management System Course Module • Prepare Marketing collaterals • Design workforce skills training course Offer at least 4 workforce skills training courses • Develop and produce the Training Modules • Prepare the marketing collaterals • Seek PASUC and CHED endorsement • Invite pool of Trainers	OVPAA (OUS)	2018-2020	
	To implement Diploma and Certificate Courses in coordination with the different Colleges	Implemented at least four (4) Short Courses	Seek approval from the EXECOM and Academic Council Coordinate with the Colleges for the Short Courses	OVPAA	2018-2020	

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			Prepare modules Schedule sessions Prepare marketing collaterals			
	To assess the competency gap level of faculty members and administrative employees against their occupied positions	Competency gap assessment of teaching and non-teaching personnel completed in 2019	Competency profiling of the teaching and non-teaching personnel • Facilitate capability building seminar-workshop on competency profiling • Identify the occupied positions of the teaching and non-teaching personnel • Determine the competency level of the teaching and non-teaching personnel in the area of core, leadership and technical competencies; • Develop the competency profile of the teaching and non-teaching personnel Competency Gap Assessment of the teaching and non-teaching personnel • Prepare the competency level matrix the of teaching and non-teaching personnel including their occupied positions; • Assess the competency level of the teaching and non-teaching personnel against the competency requirement of their occupied positions;	OVPA (HRMD)	July 2018 – December 2018 January2019 – July 2019	

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			• Develop the competency gap assessment report.			
	To improve the competency level of faculty members and administrative employees	20% (____/____) of administrative employees and faculty members with improved competency-level upon implementation of competency-based learning program.	Development of the competency-based learning and development program • Determine the required competency training of teaching and non-teaching personnel; • Identify the target area of competency to be developed by the identified competency-based training (core, leadership and technical competency); • Prepare proposal of the competency-based learning and development program for approval; • Seek approval for the competency-based learning and development program.	OVPA (HRMD)	July 2019 – December 2019	
		20% (____/____) of administrative employees and faculty members with improved competency level upon implementation of competency-based learning program.	Implementation of the competency-based learning and development program • Organize capability building seminar-workshop on training design and development • Develop training designs of the approved competency-based learning and development program for approval • Seek approval for training designs	OVPA (HRMD)	January 2020 – onwards	

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			• Develop the learning modules of approved training designs • Seek approval of the learning modules • Conduct pilot testing of the competency-based learning & development modules • Administer assessment of the pilot tested competency-based L&D modules • Seek approval for the implementation of the developed learning and development modules; • Implement the approved competency-based learning and development modules; • Conduct evaluation of the implemented competency-based L&D modules;		July 2020 – onwards	
		20%(__/__) administrative employees and faculty members with improved level competency level upon implementation of competency-based L&D program.	HRMD Learning and Development Center • Identify training room; • Source funds from private sponsors; • Design preparation; • Oversee Construction / Rehabilitation of identified training room;	OVPA (HRMD)	July 2019 – June 2020	

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INSTITUTIONAL DEVELOPMENT PLAN 2018-2020

Agenda 2	Objective	Performance Indicator	Strategies/Programs /Activities	Concerned Offices(s)	Time Frame	Budget
Embedding a Culture of Research	*To contribute to the country's national development through focused-university research program*	Reviewed & Aligned University Research Agenda to the Harmonized National Research Agenda 2018-2023	Create a committee to oversee the review	OVPRED	Q1 2018	
			Conduct sectoral consultation for the research agenda including Deans, Directors, representatives from DOST, NRCP & CHED	OVPRED, OVPAA, OVPBSC	Q1 2018	
			Seek approval of the EXECOM and BOR	OVPRED	Q1 2018	
		Revised and Published University Research Manual in 2019	Convene committee for the consolidation of inputs to the University Research Manual	OVPRED	Q2 2018	
			Conduct sectoral consultation for the university research manual including Deans, Directors	OVPRED, OVPAA, OVPBSC	Q2 2018	
			Seek approval of the EXECOM and BOR	OVPRED	Q2 2018	
			Publish University Research and Development Manual	PO	Q3 2018	
			Dissemination of the University Research and Development Manual to all colleges, branches and campuses & other concerned offices	RMO	Q3 2018	
		Revised Intellectual Property (IP) Policy	Create a committee to review the IP policy	OVPRED	Q1 2018	
			Conduct sectoral consultation for the review of the IP policy	OVPRED	Q1 2018	
			Seek approval of the EXECOM and BOR	OVPRED	Q1 2018	
		Formulated IP-related guidelines	Create a committee to formulate the IP-related guidelines	OVPRED	Q1 2018	
			Conduct sectoral consultation for the formulation of IP-related guidelines	OVPRED	Q1 2018	
			Seek approval of the EXECOM and BOR	OVPRED	Q1 2018	

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	To strengthen support to existing R&D Centers, research clusters and newly-established research centers in the university	Hire qualified R&D personnel	Invite and recommend qualified R&D personnel	Research Sector	2018 - 2020	
		Procurement of at least 3 R &D software and databases within 3 years	5% increase of the university research budget/funds annually			
		Procurement of publication software and hardware within 3 years				
		Procurement of laboratory equipment and supplies annually				
	To promote synergy and collaboration of the research and academic sectors of the University	Co-organized at least 4 professorial chair holder lectures every year	Recommend professorial chair holder	ISSD, ISTR, ICLS, ILIR	2018 - 2020	
		Co-organized at least 4 national research conferences, seminars, trainings, workshops, lectures, fora, etc. with the concerned college/branch completed within 3 years	Constitute working committee composed of research and academic representatives	ISSD ILIR ICLS IDSA ISTR	Q3 2018 - 2020 Q4 2018 - 2020 Q4 2018 - 2020 Q2 2018 - 2020 Q3 2018 - 2020	
		Professorial chair holder lecture monograph series published annually	Publish Trends and Insights annually	PO with co-organizing institute/s	2018 - 2020	
	To pursue excellence in research production of faculty and researchers	A minimum of 5 research proposals submitted for external funding per year.	• Regularly submit research proposals to the external funding agency • Conduct research writeshop	ISSD ISTR ILIR ICLS RMO	2018 - 2020	
		A minimum of 3 multi-disciplinary research projects completed during the 4-year period and funded by PUP	Regularly submit research proposals for internal funding	ISSD ISTR ILIR ICLS	2018-2020	
		100% of the research projects completed as scheduled	Regularly monitor research projects	RMO	2018 - 2020	
		A minimum of two (2) consultants/experts to serve as mentors/referees in research undertakings every 5 years	Invite consultants/experts to serve as mentors/referees in the research undertakings	ISSD ISTR ILIR ICLS	2018 - 2020	

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		At least one (1) research center recognized by CHED as center of excellence/development	Review criteria Submit application	ISTR	2020	
		At least 2 research-based technologies applied for patent and at least 5 utility model every year	Coordinate with the academic sector for potential and patentable research-based technologies Undergo prior art and patent drafting all patentable research-based technologies File the patentable research-based technologies to the IPOPHIL	IPMO	2018-2020	
		At least 2 research projects applied for commercialization every year	Present IP asset to private and government organization for possible funding towards commercialization	IPMO	2018 - 2020	
		At least 2 research outputs commercialized within 3 years	Implement business proposal with proper monitoring and control	IPMO	2018 - 2020	
		Establish a center for innovation within 2 years that showcases the viable demonstration projects	Conduct benchmarking in HEIs Submit proposal in establishing PUP Innovation Center	IPMO	2018 - 2019	
		70% of the branches and campuses produced and presented at least a minimum of 2 researches per year.	Encourage collaborative researches particularly in the fields of Science and Technology, Environment, Engineering, Food Science, Education, Business and Human Resource. Invite local and national research experts and scientists to serve as mentors, referees, and consultants in branch research undertakings.			

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			Organize local and national research conferences.			
		Increased research productivity of OUS faculty members staff and researchers	50% increase in research production of OUS Completed at least 8 Institutional Researches on Open and Distance Education. 100% of the Course Specialists attended Research Capability Trainings Develop the competency profile of the teaching and non-teaching personnel			
		Win the CHED Best Research Program within the period covered	Promote exchange of faculty researchers, experts with national and international linkages			
		Win at least one (1) Research entry to the CHED Republic Awards given annually in three years	• Scout for industries which may need research works or commissioned researches • Invest in the state-of-the art research equipment, facilities and technologies, acquire licensed, up-to-date statistical software programs for data processing and analysis • Invite professorial Chair holders to lead research endeavors by field of specialization • Invite national and international research experts and scientists to serve as mentors, referees,			

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			consultants in university research undertakings • Organize national and international research conferences • Conduct research festivals in the Colleges Initiate research mentoring sessions for both faculty and students to prepare for CHED and other recognized professional organizations providing research competitions/contests, and the like.			
		At least one (1) international, and two (2) regional research conference/colloquia/for a organized within 2018-2020	Organize local/national, and international conferences/colloquia/fora to create opportunities for faculty research paper presentation			
		A minimum of six (6) copyrighted research journal or other research publications	Assist the faculty and the students to request incentives for faculty presentations in national and international conferences and publications in refereed journals			
		At least one (1) refereed or non-refereed journal published per related discipline	• Publish a research journal by college, discipline, branch, and campus • Provide technical and logistical assistance in the publication of research papers in in-house journals • Apply for CHED journal accreditation in 2018-2020			

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			• Assist the faculty members to submit their completed researches in Scopus/ISI indexed journals • Organize a Research Quality Circle (per College) that would assist the faculty and students to produce quality research outputs (Subject Specialist/Editors/ Statisticians/encoders/layout artist • Source funds for research and publications of students in national and international research and creative works competition Institutionalize Faculty and Student Best Thesis/Dissertation Award			
	To pursue excellence in research presentation and publication	At least one (1) international conference/colloquia/fora organized within 2018-2020	Forge partnerships with international organization to organize/co-organize conference/colloquia/fora	RMO	2018 - 2020	
		At least three (3) university research journals recognized by CHED in 2018	Comply with the comments and suggestion of the technical panel	ISTR, ILIR, ICLS, PO, CoEd	2018	
			Apply for CHED JIP			
		100% utilization of PUP Online Journal System in 2018	Upload abstracts of back issues 2012 - 2017	ISSD, ISTR, ILIR, ICLS, PO, CoEd	2018	
			Monitor the review and publication processes of the OJS			
			Conduct, orientation and hands-on for faculty on the OJS			

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		At least one (1) university research journal indexed by Web of Science/Scopus	Comply with the indexing requirements of Web of Science/ Scopus Submit proposal to Web of Science/ Scopus for indexing of the journal	ISSD	2020	
		10% increase of faculty members presenting paper in international conference	Conduct regular orientation on the international paper presentation financial assistance	RMO	2018 – 2020	
		(OUS) Increased number of research presentation by faculty and students Increased number of researches published in refereed or non-refereed journals locally, nationally, internationally Increased number of researches by OUS faculty cited as related studies in published refereed or non-refereed journals locally and internationally Regular publication of scholarly research outputs in in-house refereed or non-refereed journals	OUS researchers presented their papers in conferences that is according to their field of discipline / specialization. At least three (3) researches/papers are published in different refereed journals (CHED accredited journals, ISI and Scopus indexed journal) and at least five (5) researches published in other journals/publications Annual publication of PUP OUS Compendium of Research Abstract and PUP IODE Journal			
		70% of the branches and campuses has at least one (1) research-based paper published in the past three years. 70% of the faculty members in the branches and campuses attended trainings on research-based instructional materials/creative works development.	Publish a research journal by college, discipline, branches, and campuses every year. Implement the PUP Intellectual Property Policy through the Intellectual Property Management Office.			

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			Encourage faculty book authors to participate in training/workshops. Provide incentives for faculty presentations in national and international conferences.			
	To pursue excellence in literary and creative works	At least, fifty (50) faculty members are trained on research-based instructional materials/creative works development every year	Conduct University-wide and NCCA supported research-based instructional materials/ creative works development	ICLS	2018 - 2020	
		Published 10 titles of literary and creative works annually	Conduct seminar-writeshop on literary and creative works	ICLS, UPP	2018 - 2020	
			Propose policy on grant/incentive for creative work			
		Submitted 3 literary or creative works to national/international competition every year	Produce literary or creative works for submission to national/international competition	ICLS	2018 - 2020	
		A minimum of 300 copyrights obtained every year	Coordinate with the deans, directors, chairpersons and academic heads and thesis advisers on IP awareness	IPMO	2018 – 2020	
		Research and instruction integration Increased number of patents, copyrights, and trademarks	All OUS researches (course specialists and students researches) are copyrighted. At least 10 OUS researchers are trained on research-based instructional materials and creative works.			
		At least, fifty (50) faculty members are trained on research-based instructional	Provide better incentives and benefits for writers, authors, and inventors			

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		materials/creative works development				
		University-wide and CHED supported training on creative works and instructional materials per year	Institutionalize faculty creative work competitions Implement the PUP Intellectual Properly Policy through the Intellectual Property management Office			
		A minimum of 50 copyrights obtained per year	Encourage faculty book authors to participate in training/workshops			
	To pursue excellence in student researches	Presentation (national/international) or publication (refereed journal) of 10 research outputs supported by PUP every year	Facilitate the processing of student application for paper presentation/ publication	RMO	2018 - 2020	
		(EVP) Recognition in national/international student research competitions, exhibits here and abroad	Motivate student-athletes to engage/conduct quality researches for paper presentation both in the local, regional, national, and international level			
		70% of the branches and campuses participate in collaborative projects with academic, government, and private institutions.	Conduct trainings and mentoring for students' research projects/activities. Encourage students to participate in national and international student R&D competitions and exhibits. Support research-based papers presented by faculty and students nationally and internationally. Provide incentives and recognition for significant student research accomplishments and inventions			

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			which are recognized nationally and internationally.			
		Increased participation of students in research production	OUS students' theses are published in refereed journals Recognition in national/international student research competitions, expositions and exhibits here and abroad			
	To develop strong research linkages and partnerships with other national and international institutions and organizations	At least five (5) linkages with academic institutions, government, industry and NGOS per year	Forge linkages with academic institutions, government, industry and NGOS Collaborate with Colleges for possible research undertakings and exchange of faculty experts on research development	All research institutes and offices	2018 - 2020	
		A least five (5) collaborative research projects with other institutions on the national level	Develop strong collaborative partnership with national and international research organizations			
		At least 3 collaborative research projects with foreign institutions within 3 years	Initiate collaborative research projects with foreign institutions	ISTR, ISSD, ICLS	2018 - 2020	
		At least three (3) collaborative research project with one (1) foreign institution	Promote exchange of faculty, researchers, experts with national and international linkages Device mechanisms through which linkages, partnerships and research tie-ups with institutions, agencies, industry and organizations can be expanded and strengthened			

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			Promote the university's innovations to stakeholders and linkages Link the colleges with the research communities of their disciplines Hold PUP-Industry Partnership Day with at least twenty (20) industry partners annually			
		70% of the branches and campuses conduct activity to support economic growth through solution of mismatch between education and industry needs.	Link colleges, branches and campuses with the research communities of their disciplines.			
		Established joint research undertakings with national and international institutions and organizations	Establish at least (5) linkages with academic institutions, government industry and NGOs per year. Conduct at least (2) collaborative research project with other institutions. Seek at least (1) collaboration with other institution in conducting conferences			
		Successful conduct of the Annual National Engineering Research Conference	Sustain the conduct of Annual National Engineering Research Conference (Now on its 5th year)			
		Successful Annual Science and Technology and Innovation Exhibits yearly	Participate in the annual DOST faculty and students National Science and Technology Fair and National Investor's week			

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	To support economic growth through solution of mismatch between education and industry needs	At least one (1) university-wide tracer study of graduates every 3 years	Regularly conduct tracer study	RMO, IDSA	2018 - 2020	
		At least one (1) university wide tracer study of graduates every two (2) years	Conduct collaborative research studies on Academe-Industry Linkages Regularly conduct the graduate tracer study per college Conduct regular consultations with the industry on skills and manpower needs of various industry sectors			
	To provide assistance to international research related activities	Coordinated requests for any research -related activity/ies to concerned office/s within seven (7) days upon receipt of request	Provide assistance to international research related activities in coordination with REMO regarding international HEIs' request/s for research collaboration such as call for papers for international conferences, seminars, for a and alike			
			Provide assistance to colleges and concerned offices in any international research -related activity/ies			
		70% of the branches and campuses has qualified faculty members and students who applied for research grants, scholarships and other opportunities.	Regularly conduct the graduate tracer study per program. Conduct regular consultations with the industry on skills and manpower needs of various industry sectors.			

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EXCERPT FROM THE MINUTES OF THE SPECIAL MEETING OF THE BOARD OF REGENTS HELD ON APRIL 5, 2013 AT 9:00 O'CLOCK IN THE MORNING AT CHED CONFERENCE ROOM, 4th FLOOR, HEDC BUILDING, C.P. GARCIA AVENUE, U.P. CAMPUS, DILIMAN, QUEZON CITY

Agenda # 2 – EMBEDDING A CULTURE OF RESEARCH

• This agenda has 11 objectives and 54 programs, projects and activities. These are for a budget requirement from 2012 and 2016.

• The objectives are: to contribute to the country's national development through a focused university research program; to strengthen support to existing R&D Centers research cluster and newly established research centers in the university; to promote synergy and a sound capability program in each of the colleges, campuses and branches through collaboration of the research and academic sectors of the university; to pursue excellence in research production of faculty and researchers; to pursue excellence in research presentation and publication; to pursue excellence in creative works; to pursue excellence in student researches; to develop strong research linkages and partnership with other national and international institutions and organizations; to support economic growth through solution of mismatch between education and industry needs; to support economic, environment and social growth through production of quality research outputs with probable technology transfer and to make research extension and training opportunities available to all interested faculty and students.

Agenda # 3 – ASSURING TRANSPARENCY AND PARTICIPATORIES IN GIVING REWARDS AND SANCTIONS

• This agenda have 3 objectives and 13 programs with those public requirements.

• Vice Chair said the objectives are: to institutionalize an open transparency and participatory governance; to review and implement the reward system set by the appropriate government bodies to reflect unit and individual contribution to the university overall mission of teaching research services and production; and to promote international exposure and activities such as faculty and staff exchange program scholarship and attendance in conferences.

Agenda # 4 – MODERNIZATION AND UPGRADING OF PHYSICAL FACILITIES, EQUIPMENT LIBRARY AND CAMPUS DEVELOPMENT

• This agenda have 9 objectives, 34 programs, projects and activities requiring those budgets for 2013 Php17.8 Million; for 2014 - from Php17.8 Million to Php504, Php785 and Php135 thousand for modernizing the library and for physical facilities of the University.

• The objectives for this agenda are: to expand state of the art campus development programs; to modernize, upgrade existing facilities and purchase new ones; to utilize ICT facilities/equipment to enhance the overall operation of the university; to start up an open-library system to complement an upgraded e-library; to provide adequate hardware and software resources to support staff, students and faculty in instruction, research extension and

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production; to maximize delivery programs through the use of ICT; to strengthen use of technology to improve administrative efficiency and effectiveness; to integrate appropriate ICT with instruction, research production and community service and to implement with vigor the University Zero Waste Management Program.

• He informed the Board that the Administration has a project which is to have open shelves in the library. He promised to develop or upgrade the e-library.

Agenda # 5 - RECONCEPTUALIZATION OF ACADEMIC FREEDOM

• The agenda consists of 4 objectives and 10 projects and activities requiring those budgets from 2012 to 2016.

• The objectives of the agenda. To establish and foster a climate of academic integrity in the exercise of academic freedom; to exercise academic freedom in the research, publication and other scholarly pursuits; to become effective teacher and employees and to create venues for sectoral involvement in decision-making.

• Vice Chair wished that the burning of the chairs is not part of Academic Freedom.

Agenda # 6 – INSTITUTIONALIZING CIVIL SOCIETY ENGAGEMENT AND INVOLVED EXTENSION OF SERVICES PROGRAMS

• There are 8 objectives and 49 programs with those budget requirements.

• The objectives for this agenda. To pursue excellence in extension services; to sustain and strengthen the university, colleges campuses/branches tie-tips with local barangays in their communities; to establish a system of recognition, rewards and incentives for best practices in extension services that have impact on the needs of the communities served; to provide students greater opportunities to strengthen their social awareness and involvement, volunteerism and advocacies; to address societal needs related to improvement of the quality of life through extension and community service and technology transfer; to take the lead in building partnership, linkages and other twinning arrangement with industries, the government and other education institutions; to establish alumni contracts throughout the country and the world to ensure that the alumni are well-informed of and regularly consulted about roles they need to perform in building and enhancing the PUP public image; and to develop and implement an excellent communication system to dissemination and promotion of extension and community involvement program.

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University/Board Secretary

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Agenda # 7 - FISCAL RESPONSIBILITY

- There are 9 objectives and 15 programs, projects and activities with those budget requirements.

- The objectives of this agenda: To ensure transparent, effective and efficient fiscal management; to ensure the timely release of funds for projects and activities; to implement the efficient and effective the procurement system; to implement a responsive and efficient Financial Management Information (FMIS); to explore possible sources of additional benefits for faculty members and employees; to rationalize structure and programs of fees; to develop business plans for production and income generating projects; to strengthen other existing projects that augment the IGP capabilities of the University; and to promote and establish a strong fund campaign for the generation of additional resources and funding opportunities for scholarship, research grants and other development projects.

Agenda # 8 – ASSESSMENT OF INSTITUTIONAL PROCESSES AND CRITICAL RATIONAL REVIEW OF THE ENTIRE ORGANIZATION

- This agenda consists of 2 objectives with those budget requirements.

- The objectives. To refocus and realign institutional capabilities to university's current vision, strategic goals and priorities and to review and implement the reward system set by appropriate government bodies to reflect unit and individual contributions to the university's overall mission of teaching, research, service and production.

According to Vice Chair De Guzman, this is the summary of all the objectives and budget requirements, which are all part of the personal services.

He informed the Board that the PUP had already submitted a budget ceiling to the DBM amounting to Php2.1 Billion. The ideal budget for PUP, considering the population, will start the process of transforming the University into what we envision it to be-- to follow the national and international standards.

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University Board Secretary

OFFICE OF THE UNIVERSITY/ BOARD SECRETARY
2nd Floor South Wing, PUP A. Mabini Campus, Anonas Street, Sta. Mesa, Manila
Phone: (Direct Line) 716-63-08 (Trunk Line) 716-78-32 (Local) 265; website: www.pup.edu.ph; e-mail: boardsec@pup.edu.ph

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Comments & Suggestion of the Board of Regents:

Chairperson Licuanan said that there is improvement. PASUC has been very much involved to reflect certain things like for instance, enrollment in the priority and over-quality areas. The same number of points cannot be credited for just formed bodies. It has to be in certain areas. This may be called fidelity to mission. Mandate is another thing trying to be operationalized. She said they have to help PUP find identity, identify its character and main areas—its niches as it work.

Regent Fortuna suggested the inclusion of something related to intellectual property. This will encourage the researchers to have their works patented. She stated that PUP is part of the ITSU, wondering why they cannot re-activate PUP in ITSU. Vice Chair replied that PUP is currently applying for the patent to one invention.

Regent Songco has an observation, that PUP must find its objectives around the strategies to be able to attain it. She said there should be a clear definition of what the objective is, what the goal is, what the strategy is, what the facts, programs, projects and activities are since there is a confusion. As an example she mentioned the first objective which would be to come up with scholarships, programs and the like. She doesn't think those are objectives but those are already strategies that gain the objectives.

Vice Chair De Guzman informed the Board that the management has two projects which is the open shelves in the library and the development or upgrade of our e-library.

Chairperson Licuanan questioned the Vice Chair De Guzman and other SUC's why SUC's would put a premium in any form to foreign students. She also finds it questionable the role of foreign students and what justifies the foreign student enrollment in a state funded institution? In response to Chairperson Licuanan, Vice Chair said that the primary reason is because they pay more.

Regent De Leon suggested to Vice Chair De Guzman to mobilize the alumni to provide support to the PUP, mentioning Mr. Tanasas as a successful alumni, therefore he thought he should pay forward also. In this way, the PUP can harness the successful alumni. She said that the successful students who have already graduated can come back and say... "that I'm now fulfilled upon to be able to give more scholarship because I believe that the Polytechnic University of the Philippines should already by this time have such huge scores of people who could not... who are people who are no longer poor." Poor no more as they say because the education in PUP fills and she thinks it is going to be excellent.

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Vice Chair De Guzman informed the Board that one of the alumnus, Mr. Noel Gonzales, is proposing to build a high school complex in PUP. Chairperson Licuanan asked Vice Chair De Guzman why is he building a high school. Vice Chair De Guzman replied that the person would like to put up a new building for the PUP Laboratory High School (PUPLHS).

He also informed the Board that Mr. Noel Gonzales and Mr. Fernando Martinez who is the President/CEO of a small player in a petroleum industry, are joining hands in mobilizing the core of the alumni who will fund the new building for the PUPLHS. The Vice Chair likewise informed the Board that the University had established an office for alumni affairs. This office however is not part of the federation of the alumni.

Regent Tanasas asked Vice Chair De Guzman if this is another department in the University. Vice Chair De Guzman replied in the affirmative and said that the function of this office is to communicate with the federation and to track down PUP alumni specially those who have been successful in their respective fields and encourage them to extend any form of assistance to the university. The first project is to communicate with the best graduates, those who are successful, and see what they can do for the university.

Regent Dela Torre said that he remembers that the previous administration was very kind to the position of PUP regarding renewed energy. The whole field of energy is huge and the University has to deal with DOE and DOST and the University must position itself and then find the niche. He asked Vice Chair De Guzman why there is no mention of energy or any of its field like General Physics in the development plan but he believes that there is something about ADB or solar energy.

The Vice Chair replied that the University is still pursuing the solar panels to be built in PUP with the help of and in partnership with ADB.

Regent dela Torre continued and gave examples like the rural electric cooperatives with MEYA which conducts continuing programs of training in related fields of engineering, short courses and academic works. There are works with the MEYA, Mega Electric Cooperatives and the private distribution utilities, transmission and generation and the big players are coming in to this.

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2nd Floor South Wing, PUP A. Mabini Campus, Anonas Street, Sta. Mesa, Manila
Phone: (Direct Line) 716-63-08 (Trunk Line) 716-78-32 (Local) 265; website: www.pup.edu.ph; e-mail: boardsec@pup.edu.ph

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			programs in reputable institutions locally and abroad Persuade faculty members and researchers to join various research organizations and other professional organizations who are engaged in research development inside and outside the University			
	To embark on art and/or cultural research activities	Number of research-related activities conducted	Lectures, symposia and workshops on cultural research			
	To make research extension and training opportunities available to all interested faculty and students	70% of the branches use e-journals and e-books in their libraries. At least 10% increase in yearly purchase/procurement of up-to-date and adequate collection of books in the branches library	Encourage and support talented faculty members to embark on research-based graduate programs in reputable universities locally and internationally. Recruit promising and established faculty members to initiate and develop research ideas and projects. Encourage faculty members and researchers to join various research organizations inside and outside the university.			
Agenda 3	**Objective**	**Performance Indicator**	**Strategies/Programs /Activities**	**Concerned Offices(s)**	**Time Frame**	**Budget**
Assuring Transparent Participatory Governance	***Recruitment and Promotion Services*** *To review the implementation of the Citizen's Charter*	Full implementation of University's Citizen's Charter	Program/Project: Citizen's Charter Implementation Strategy/Activity: Implement Citizen's Charter in all frontline services to include the ancillary services Revisit of Charter	University-wide	As required	

(02) 8713 5968 | dcoe_chair@gmail.com
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	To institutionalize an open, transparent and participatory governance.	Personnel and Welfare Benefits Guidelines/Manual developed in 2018	Sectoral Consultative Meetings	University-wide	January to June 2018	
		Full Implementation of HRIS	Conduct of Training- workshop on the use of HRIS: ✓ faculty representatives from each college, campus and branches ✓ administrative personnel representative of each department Monitoring and Evaluation of the Training-Workshop Conducted	University-wide	January to April 2018 May to July 2018 August 2018	
		Developed and Implemented Competency- Based Recruitment Guidelines/Manual	Creation of the Committee to draft Competency-based Guidelines/Manual	OVPA (HRMD) OP (ULCO)	2018	

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		Developed and Implemented Competency-Based Evaluation Instrument for Promotion	Creation of a committee to formulate the Competency-based Evaluation Instrument	OVPA (HRMD) OP (ULCO)	Jan to Dec 2019	
	Performance Management Services *To review and implement the reward system set by appropriate government bodies to reflect unit and individual contributions to the university's overall mission of teaching, research, service and production*	▪ 100% of the delivery units have submitted realistic and attainable performance targets ▪ 100% of the individuals/personnel in the delivery units are fairly classified as best, better, and good performers	Review of the OPCR/IPCR Success Indicators from 2015-2016 and study its effect on individual performance Pro-active monitoring of the submission of offices and departments of their OPCR and IPCR Implementation of an efficient and effective feedback mechanism to Sector and Office heads on compliance of the different offices/departments and individuals with the submission of OPCR/IPCR within the set deadline	University-wide	Yearly conduct of assessment (basis AO25 Inter Agency Task Force - Guidelines for PBB)	
Agenda 4	**Objective**	**Performance Indicator**	**Strategies/Programs /Activities**	**Concerned Offices(s)**	**Time Frame**	
Modernizing and Upgrading of Information and Communication Technology Services, Physical Facilities, Equipment, Library and Campus	*To expand state-of-the- art campus development programs*	▪ Gradual increase in the number of facilities/equipment procured	Recommend construction of Fitness Room/Weights Room and purchase of state-of-the art weights equipment to further enhance the fitness status of the clientele (student-athletes, coaches, administrative employees, faculty members, and officials)	OEVP (SDPO) OVPA (PPDO)	January - December	
			Conduct benchmarking /educational tour/ocular inspection to various fitness industries within National Capital Region		January - December	
			Collaborate with PPDO as to the preparation of Proposed Fitness Room/Weights Room floor plan design		January - December	

(02) 8713 5968 | dcoe_chair@gmail.com
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Development			Recommend construction of SDPO Property/storage room to maintain up keep the sports supplies and equipment		January - December			
			Recommend construction of Beach Volleyball court and Archery Range. Renovation of Grandstand. Siphoning/waste drainage excavation.		January - December			
	To utilize ICT facilities/equipment to enhance the overall operations of the University	• Improved ICT network infrastructure capability by 2020	Improvement of the University network infrastructure capability and System of Operations:					
			Procurement of new SIS system					
			Development of Financial Management Information System					
			Development of Faculty, students, and employees portal					
			Development of Research Management Information System					
			Procurement of RFID gate pass					
			Improvement of structured cabling					

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			Procurement of Redundant/additional/Backup internet connection 50Mbps					
			Procurement of Redundant/Backup ISDN (additional 30lines)					
			Procurement of additional IP phones					
			Procurement of Spare wireless equipment for remote offsite campus connectivity					
			Installation of Mabini Campus-wide Wi-fi connectivity and bandwidth requirements					
			Renovation/rehabilitation of the ICTO physical facilities					
			Proposed updated ICTO Disaster Recovery Plan (DRP)					
			Upgrade servers, computers, network interbuilding connectivity and data storage					
			Procurement of the Off-the-shelf software (Adobe Cloud, CAD, and Antivirus)					
	To modernize , upgrade existing facilities and purchase new ones	100% of the facilities/equipment acquired results to high satisfaction levels in the next three (3) years	Quality facilities and equipment for records, training and performances through records/documents digitization	OEVP OVPSAS OVPA OVPF				

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			Process animation design of request and effective queuing device from application to releasing	OVPSAS, OEVP	2018	
			Improvement of Tanghalang PUP and rehabilitation of PUP Antique House	UCCA Appropriate PUP Offices	2018 -2020	
			Construction of Testing and Counselling Rooms	OVPSAS OVPA	2018	
	To strengthen use of technology to improve administrative efficiency and effectiveness *Information Systems for the effective and efficient operations of the offices under OVPA developed within the next three (3) years*	An Integrated Computerized Records Management System	DIGITIZATION PROJECT Program: Improvement of the Software and Hardware equipment and furniture of the CRS Activities: - Coordination with the ICTO and IT experts - Acquisition of new Equipment. - Acquisition of Digitization - Request for the design of the Physical layout of the receiving and releasing area and for the computers for easy access of digitized records. - Re-tooling / Training of existing Personnel to serve as • Groomer - Classification and sorting • Scanner – operator • Indexer – encoder of the data • Filer – files the output.	OVPA, OEVP	2018-2020	

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			- Hire additional Manpower (on job order basis)			
		• A visitor-friendly campus location finder system developed within 2018 • Hasmin Hostel Room Reservation and Accommodations System for MHDPC • Job Order and Client feedback form, materials and Reporting for MHDPC • Supplies Inventory Management System (SIMS) • Property Inventory Management System (PIMS) • Procurement Management System (PMS) • UCS Ordering and Cashiering Reporting System • Computerized Transportation Requests and Scheduling System • Job Order Implementation Monitoring and Construction Supplies Inventory – System • Records Storage and Retrieval System for Medical Services Department developed within 2018	Computerization of records - Set meeting with ICTO for the drafting of Technical specifications / TOR - Seek approval of the Technical specifications / TOR - Development of the System - Procurement of needed office and IT equipment - Deployment and Implementation of the System	OVPA, OEVP	2018 – 2019	
	To implement with vigor the University's zero Waste Management Program	- Policy and Guidelines revised in 2018 - 50% implementation of the Zero waste management Program by 2019	Awareness and support mobilization campaign Community extension for livelihood projects Generate materials which are recyclable	OVPA, OVPF	Re-composition of Committee by Jan-March 2018 Revisit / Review of guidelines by January-March 2018	

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		- Full implementation of the zero waste management Program by 2020	Installation of Material recovery facility (MRF) for the recycling of campus solid waste		Partial Implementation by 2019 Full Implementation by 2020	
	To consider and respond to the needs of the employees	Maximize the services offered by the Land Bank of the Philippines	Organize Financial Literacy Seminar/s for university employees in cooperation with the Land Bank of the Philippines with regard to the services they offer	OVPF/ FMO	May 2018	
	To have a clean, safe and well-maintained office environment	Improvement of office facilities	✓ Minor repairs in the offices ✓ Acquire shelves for the storage rooms ✓ Convert portion of the Student Services Section into a storage area	University-wide	May 2018	
	To start up an open library system to complement an upgraded e-library	✓ 25% increase yearly purchase/procurement of up-to-date and adequate collection of books ✓ Active annual subscription of e-journals	Procure up-to-date bookholdings Review the procurement law/process employed in the purchase of learning resources (print and non print) in the university and list down all sources / would-be causes of delays in each of the modes of procurement Conduct regular coordination meetings to address pre-procurement/procurement problems Clearly identify duties and responsibilities of each of the offices / units involved in the procurement process	Colleges, NALRC BAC Procurement Office	2018-2020	

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			Identify and procure subscription to national and international journals both print and non print.			
		✓ 1 Laboratory room comply with standards as an assessment center ✓ A minimum of 50 programs utilizing ICT infrastructure ✓ 100% of faculty and staff are involved in training activities in the use of ICT technologies (computer, software, video, etc.)	Forge MOA/MOU with TESDA and DICT to be an assessment center Identify the requirements to be an assessment center Set up Wi-fi network infrastructure within the Campus Disseminate available ICT resources to faculty, students and staff. Train faculty, students and staff in the use of ICT technologies. Require faculty and staff to attend ICT training activities Publish policies and guidelines on the use of ICT			
		✓ 100% of faculty and students are using e-journals and e-books	Furnish each college with list of existing and newly-acquired book holdings and journals. Require faculty and students to use e-journals and e-books Tap free e-book providers to enrich materials for Instruction. Encourage faculty to develop learning modules as supplement in instruction.			
		✓ A minimum of 10 learning technology hubs	Provision of learning technology hubs in the library Building of digital learning rooms (e-classroom) equipped, among others, with video-conferencing facilities			

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			Upgrading present library information system			
		✓ 50% of courses using current and emerging technology	Encourage faculty to use current and emerging technologies in delivering instruction. Conduct orientation program, hands-on training to develop interest and skills for using new ICT tools			
	To maximize delivery of programs through the use of ICT *To integrate appropriate ICT with instruction, research, production and community service*	✓ 25% increase in the number of ICT-enabled laboratory classrooms	Purchase of audio-visual equipment such as LED TV, sound systems, and projectors Install of audio-visual equipment in classrooms and laboratories. Install electrical outlets in classrooms to accommodate students who bring their own devices for academic purposes. Acquire software for instructions and research activities Form academe-industry alliance to update and utilize current and emerging technologies Solicit industry support for free use of licensed software for academic purposes Utilize open source technologies to augment high cost of proprietary software Increase in computer : student ratio per laboratory room			

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			Request additional classrooms and laboratory rooms			
	To improve library spaces, function areas and e-resource center	80% improvement on the physical make up of audio-visual rooms and e-resource centers	Request additional resources to improve physical make-up of audio-visual rooms and e-resource centers.			

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Agenda 5	Objective	Performance Indicator	Strategies/Programs /Activities	Concerned Offices(s)	Time Frame	
Re-conceptualization of Academic Freedom	*To establish and foster a climate of academic integrity in the exercise of academic freedom*	A minimum of (1) each of orientation program , forum and discussion meeting on academic freedom and responsibilities every year	Conduct orientations, fora, and conferences and other information dissemination relative to the exercise of academic freedom and other social and political issues Encourage the free pursuit of learning among students	OVPSAS OPVAA	2018-2020	
		Production of college-based publications	Call for college-based/university publications' editorial board examinations Regularly conduct in-house seminar-workshops, trainings, for a, symposia for organizations and student writers	OVPSAS OVPAA OVPBSC	2018-2020	
		Accreditation of all student organizations	Accredit all qualified student organizations	OVPSAS OVPAA OVPBSC	2018-2020	

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Agenda 6	Objectives	Performance Indicators	Strategies/ Programs/Projects/Activities	Concerned Office/s	Time Frame	Budget Requirement
Institutionalizing Civil Society Engagement and Involved Extension Service Program	*To contribute to the country's national development through focused-university extension program*	Aligned extension agenda with national thrusts and priorities for 2018-2023 in 2018	Create a committee to oversee the review	OVPRED	2018-2019	
			Conduct sectoral consultation for the research agenda including Deans, Directors, representatives from DOST, NRCP & CHED	OVPRED, OVPAA, OVPBSC		
			Approval of the EXECOM and BOR	OVPRED		
		Revisited and published University Extension Manual (UEM) in 2018	Convene committee for the consolidation of inputs to the University Extension Manual	OVPRED	2018-2019	
			Conduct sectoral consultation for the UEM manual including Deans, Directors	OVPRED, OVPAA, OVPBSC		
			Seek approval of the EXECOM and BOR	OVPRED		
			Publish the UEM	PO		
			Dissemination of the University Extension Manual to all colleges, branches and campuses & other concerned offices	EMO		
	To pursue excellence in extension programs (Salin Kaalaman)	1 needs assessment survey for multidisciplinary extension project conducted every year	Conduct needs assessment survey for multidisciplinary extension project	EMO	2018-2020	
		At least 2 comprehensive multidisciplinary extension project implemented every year	Implement comprehensive multidisciplinary extension project	EMO	2018-2020	
		At least 20 extension project proposals evaluated and endorsed	Conduct workshop on extension proposal preparation	EMO	2018-2020	
			Encourage deans and directors to submit extension proposal through regular orientation			
		Recognized as Best Extension Program by a reputable organization within 3 years	Join/submit application for the Best Extension Program competition	EMO	2020	
		At least 1 externally funded extension project every year	Submit proposal to funding agencies	EMO	2018-2020	

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		(VPBSC) 70% of faculty members in the and administrative staff in the branches and campuses are involved in extension and community services. At least 10% increase in the number of beneficiaries per year for extension programs in the branches and campuses.	Conduct skills development programs in adopted barangay. Conduct capability enhancement seminars on educational technology (literacy, computer, packaged software). Conduct series of livelihood programs for the barangay constituents. Conduct trainings seminars on entrepreneurship.			
	To sustain and strengthen the university partnerships with the LGUs, industries, NGOs, NGAs, SMEs, and/or other stakeholders	At least three (3) continuing partnerships with LGUs, industries, NGOs, NGAs, SMEs, and/or other stakeholders every year through multidisciplinary extension projects with MOU/MOA	Review existing partnership with LGUs, industries, NGOs, NGAs, SMEs, and/or other stakeholders	EMO	2018-2020	
			Submit proposals for possible partnership project	EMO	2018-2020	
		10% increase in the number of beneficiaries served by completed livelihood projects	Intensify the promotion of the livelihood project through the partner barangays	EMO	2018-2020	
		Replicate Salin Kaalaman to at least 1 branch/campus every year	Conduct orientation with branch/campus directors on Salin Kaalaman program	EMO	2018-2020	
			Implement Salin Kaalaman program to the interested branch/campus	EMO	2018-2020	
			Monitor the implementation of the Salin Kaalaman program	EMO	2018-2020	
		at least 3 skills training per barangay per year	Develop tie-up with government/ non-government institutions, organizations, or industries for community services.			

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		a minimum of 50 seminars/ trainings and packaged extension projects per year	Encourage all colleges to conduct skills training every year. Conduct assessment and provide continuous commitment to adopted community.			
	To address societal needs related to improvement of the quality of life through extension and community service and technology transfer	A minimum of two (2) researches and technological innovations produced by the University are transferred and utilized by the LGUs, NGOs, NGAs, SMEs, and/or other stakeholders	Present the researches and technological innovations produced to the LGUs, NGOs, NGAs, SMEs, and/or other stakeholders for possible utilization	EMO	2018 – 2020	
		At least 2 project collaboration with CSOs for Economic improvement and social participation of marginalized sectors for community and national development	Partner with CSOs for project collaboration and advocacy for Economic upliftment and social participation of marginalized sectors	ISSD, ILIR	2018 - 2020	
	To take the lead in building partnerships, linkages, and other twinning arrangements with industries, the government, and other higher education institutions	At least 10 livelihood projects successfully completed per year 50% increase in the number of tie-ups with the government and private sectors Strengthened tie-up with PASUC for collaborative extension project	Recognize outstanding extension activities. Coordinate with Extension Management Office for tie-ups with government, non-government, or private institutions. Submit extension proposals for funding.			
		at least 10 livelihood projects successfully completed per year	Arrange for tie-up programs with agencies in the government and private sectors to enhance and enrich extension programs.			

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		50% increase in the number of tie-ups with the government and private sectors Strong tie-up with PASUC for collaborative extension project	Maintain the existing tie-up by regular coordination. Strengthen collaborative activities with existing tie-ups. Implement tie-ups with SUCs for consortium on mutual help and support. Encourage partnerships on expertise and professional services like consultancy, advising, resource persons, and coaching. Engage in collaborative technology-based partnerships with industries, the government, and other higher education institutions.			
	To establish alumni contacts throughout the country and the world to ensure that the alumni are well-informed of and regularly consulted about the roles they need to perform in building and enhancing the PUP public image	The student sector is primarily in-charge of carrying out this objective				
	To disseminate and promote extension programs	Organized 1 national and 1 international extension conference every 2 years	Forge partnerships with international organization to organize/co-organize extension conference/colloquia/fora	EMO	2018-2020	
		Developed 2 IEC materials for extension programs	Produce IEC materials for extension programs	EMO	2018-2020	

(02) 8713 5968 | dcoe_chair@gmail.com
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	To provide students greater opportunities to strengthen their social awareness and involvement, volunteerism, and advocacies	70% of students involved themselves in social concerns and issues 20% of students are involved in volunteerisms spearheaded by concerned government and non-government organizations	Program/Project: Enhanced Engagement in Civil Society Organization Framework Strategies/Activities: Coordinate closely with government and non-government organizations as well as private entities and agencies for possible tie-ups and opportunities to enhance and strengthen students' awareness and involvement in social issues and different advocacies. Encourage organizations to submit their documents from accreditation Coordinate with organizations that invite volunteers to participate in community projects.			
	To establish linkages with NGOs, GOs and other civil societies	20% increase in the number of tie-ups with alumni, government and private sectors	Program: Academe-Industry/Alumni Linkage Program Job and Internship Placement Assistance Activities/Strategies: Recognize companies with outstanding support to ARCDO services Forge MOA with industry partners Develop a study on career choices of graduating students			

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			Establish linkages with alumni Conduct periodic tracer study in coordination with OVPREPD			
		20% increase in the number of tie-ups with alumni, government and private sectors	Program: Academe-Industry/Alumni Linkage Program Job and Internship Placement Assistance Activities/Strategies: Recognize companies with outstanding support to ARCDO services Forge MOA with industry partners Develop a survey on career choices of graduating students Establish linkages with alumni Conduct tracer studies periodically in coordination with OVPREPD			
		Number of successful engagements/ partnerships	Program/Project: Partnership with NGOs, GOs and other civil society Strategy/Activity: Increase and strengthen partnership with NGOs, GOs and other civil society Utilization of available resources and social media			

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	To address societal needs related to improvement of the quality of life through extension and community service and technology transfer	At least 10% increase in the number of tie ups with government and private institutions for collaborative extension projects of the branches and campuses.	Create and implement outreach plans that include assessment of feasibility studies, funding sources, faculty/facilitator expertise, unit capabilities, opportunities for collaboration and long-term implications Set priorities that address issues in partnerships with urban and rural distressed communities pertaining to economic development, primary health care, livelihood projects, literacy programs and sustainable development Conduct needs assessment of adopted communities			
	To take lead in building partnerships, linkages, and other twinning arrangements with industries, the government, and other higher education institutions	70% of the branches and campuses establishes constant communication with the alumni. At least one (1) tracer study conducted per year	Conduct tie-up programs with agencies in the government and private sectors to enhance and enrich our extension programs Forge MOAs with agencies for collaborative extension activities Expand student on-the-job trainings, experiential projects, and community-based activities focused on bringing information, science and technology expertise to the community			
	To establish alumni contacts throughout the country and the world to ensure that the alumni are well-informed	70% of the branches and campuses submits of annual accomplishment report. 70% of the branches and campuses has updated branch/campus website for communication purposes.	Encourage alumni fundraising programs by hosting receptions for the local alumni to reacquaint then with the university Implement a responsive civic engagement that addresses professional development,			

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	of and regularly consulted about the roles they need to perform in building and enhancing the PUP public image		continuing education, and lifelong learning needs of PUP stakeholders, the nation, and the world Increase alumni participation in various activities of the University to add vitality to the academic community life			
	To develop and implement an excellent communication system for dissemination and promotion of extension and community involvement program	A minimum of three (3) functional communication materials for dissemination of extension programs 50% increase in the number of beneficiaries served Annual extension report included in the accomplishment report submitted on time by colleges.	Conduct thesis/capstone centralized defense/presentation in the identification of researches with extension potentials Identify qualified and willing faculty members and volunteer students for extension programs and services Set-up control systems to ensure quality of community service Expand reach of extensions beyond the barangay level. Regularly notify colleges to include extension accomplishments in the submission of quarterly accomplishment reports			
		70% of the faculty members and staff in the branches and campuses is informed of the new organizational structure, level of authority, roles, and responsibilities. 70% of the branches and campuses has enhanced services aligned to the current vision, strategic goals, and priorities of the university.	Produce communication materials such as brochures, information pamphlets, video presentation and media releases. Distribute brochures and pamphlets on extension and community projects. Prepare documentation (hard and soft copy) of completed extension projects.			

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			Publish extension services completed in newspaper or newsletter.			
	To create a venue for sectoral involvement in decision making	100% members of the sector well-informed	Effective and efficient communication dissemination system • Regular conduct of Administrative Consultative Assembly / Administrative Council • Coordination with UNAKA-PUP • Conduct of Regular Sectoral Meetings of Heads of Offices to disseminate information on top Management's plans and programs and gather feedback and suggestions relative to these plans and programs			
	To provide students greater opportunities to strengthen their social awareness and involvement, volunteerism, and advocacies *Encourage students, faculty members and administrative staff to get involve/ volunteer in community programs*	Adaptive Community partners received information on specific activity (Coastal Clean-up, Outreach Program, Earthquake Drill, and the like) 70% 0f the programs and activities implemented within the allotted time frame	Programs - Environment Consciousness Month - University Earthquake Drill - Month of November Coastal Clean-up with the theme Climate Change Consciousness PUP as host Academe - Lingap Komunidad - Environmental related activities Strategy Coordinate with different Colleges and Administrative Offices to encourage participation in outreach activity,			

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			coastal clean-up, medical mission.			
	To address societal needs related to improvement of the quality of life through extension and community service and technology transfer. Specifically: Enhance awareness on the roles and responsibilities of Parents through parent's effectiveness seminar. Provide child's involvement and Development through learning program.	70% of the students, teachers and parents participated in the programs and activities of the PUP Day Care Center and rated the quality of services as Very Satisfactory or Better 70 % of respondents evaluated satisfactory or even better on a quarterly basis starting second quarter of 2018	Strategies: Coordinate and Collaborate plan of Activities with appropriate Offices and Agencies: Enhance awareness on the roles and responsibilities of Parents and Child's Behavior and Development.			
	To develop and implement an excellent communication system for dissemination and promotion of extension and community	70%(15/21) of Adaptive Community partners received information on specific activity such as Coastal Clean-up, Medical Mission, Feeding program, Earthquake Drill (i.e. advisories, memorandum, notices) and other outreach program	Coordinate with Communication Management Office the dissemination of informational leaflets / brochure for the promotion of the events			

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	involvement program. *Disseminate information (i.e. advisories, memorandum, notices) and coordinate to concern offices*					
	To take the lead in building partnerships, linkages, and other twinning arrangements with industries, the government, and other higher education institutions	at least 10 livelihood projects successfully completed per year 50% increase in the number of tie-ups with the government and private sectors Strong tie-up with PASUC for collaborative extension project	Conduct tie-up programs with agencies in the government and private sectors to enhance and enrich extension programs. Maintain the existing tie-up by regular coordination. Strengthen collaborative activities with existing tie-ups. Implement tie-ups with SUCs for consortium on mutual help and support. Encourage partnerships on expertise and professional services like consultancy, advising, resource persons, and coaching. Engage in collaborative technology-based partnerships with industries, the government, and other higher education institutions.			
	To develop and implement an excellent communication system for	A minimum of three (3) functional communication materials for dissemination of extension programs	Conduct thesis/ capstone centralized defense/presentation in the identification of researches with extension potentials			

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	dissemination and promotion of extension and community involvement program	50% increase in the number of beneficiaries served Annual accomplishment report submitted on time by colleges.	Identify qualified and willing faculty members and volunteer students for extension programs and services Set-up control systems to ensure quality of community service Regularly remind colleges of the submission of quarterly accomplishment reports Expand reach of extensions beyond the barangay level.			
	To establish University Wellness Program	Full implementation of University wellness program				
		100% enhanced services across levels of the organization	Design holistic sports, wellness, recreational, and leisure development program intended for faculty members, administrative employees and university officials	OEVP (SDPO)	January to December	
			Employ fitness instructor/coach so as to attain sustainability of the program	OEVP (SDPO)	January to December	1,080,000.00
			Intensify community awareness on wellness and fitness through training, seminars and other similar activities	OEVP (SDPO)	January to December	275,000.00

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INSTITUTIONAL DEVELOPMENT PLAN 2018-2020

Agenda 7	Objectives	Performance Indicators	Strategies/ Programs/Projects/Activities	Concerned Office/s	Time Frame	Budget Requirement
Fiscal Responsibility	*To ensure effective and efficient fiscal management*	Quality implementation of procedural guidelines and policies to institutionalize best practices in financial operations	Revisit policies and guidelines to update the sector's Manual of Operations	OVPF/ ACCOUNTING/ BSO/ FMO/ RGO	March 2018	
			Prepare guidelines that will require suppliers transacting business with the university to have LBP account to fully implement the checkless payment per Treasury Circular No. 01-2014.	FMO	March 2018	
			Conduct round-table discussion with Collecting and Disbursing Officers every semester	ACCOUNTING/ FMO	February 2018 July 2018	
		Compliance to Government Financial Policies & Procedures	Conduct Annual Budget Forum & Workshop	BSO	February 2018	
			Roll-out the use of Accountable Form 51-C customized Official Receipt with a PUP logo	FMO		
			Conduct staff orientation on the latest Budget Circular issuance	BSO/ ACCOUNTING/ FMO/ RGO	April 2018	
		70% of personnel attended at least 32 hrs. of seminars/conferences and 8 hrs. of job related trainings	Empower finance officers and staff by sending them to job-related trainings/ seminars/ conferences, and BIR/DBM/COA sponsored activities	OVPF/ ACCOUNTING/ BSO/ FMO/ RGO	2018	
	To ensure the timely release of funds for projects and activities	25% reduction of processing time	Enhancement of the existing local stand-alone system (Accounting, BSO, and FMO) through the acquisition of higher specs IT equipment and facilities improvement	ACCOUNTING/ BSO/ FMO	2018 onwards	
			Develop an inter-office system to improve document-response- and –processing time	ACCOUNTING/ BSO/ FMO/ RGO/ Payroll	2nd quarter of 2018	

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		50% of the providers/suppliers are paid on time	Prepare cash flow schedules in accordance with the time frame provided by project implementers.	Accounting	January 2018	
	To implement an efficient and effective procurements system by ensuring the timely and expeditious procurement of all items and projects indicated in the APP	100% of all procurement projects indicated in the APP shall be implemented as scheduled	Continuing capacity building of the focal person of all colleges/ offices/ branches of the university.	OVPF, OVPA	2018-2020	
	To implement a responsive and efficient Financial Management Information System (FMIS)	At least 75% implementation of FMIS in 2020	Seek assistance from the College of Computer and Information Science (CCIS) to develop the system	OVPF	Operation in 3 years	
	To explore additional funding sources for PUP projects	Implementation of approved PUP Projects	At least one (1) recommended-for approval Institutional IGP per semester	RGO	May 2018 November 2018	
		100% of colleges, branches, and campuses are engaged in IGPs	Encourage colleges/ branches/ offices to submit at least one (1) IGP proposal annually	RGO/ Colleges/ Branches/ Sectors	2018 onwards	
	To strengthen other existing projects that augment the IGP capabilities of the University	At least 3%increase in income annually from the existing projects of the university	Strict monitoring of rental, energy , and water fees	RGO/ ACCOUNTING	2018 onwards	
			Placement of idle funds to High Yield Investments	FMO	2018 onwards	
	To promote and establish a strong campaign for the generation of additional resources and funding	Increase in the number of funding support from external sources	Continue sourcing of funds from private and public agencies, individuals or organizations	University-wide	2nd Quarter of 2018 onwards	

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	opportunities for scholarship, research, grants, and other development projects				2018-2020	
		Increase in the income generating projects of the University	Conduct feasibility studies, benchmarking activities	University-wide	2018	
	To rationalize structure and program of fees					

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INSTITUTIONAL DEVELOPMENT PLAN 2018-2020

Agenda 8	Objectives	Performance Indicators	Strategies/ Programs/Projects/Activities	Concerned Office/s	Time Frame	Budget
Assessment of the Institutional Processes and Critical-Rational Review of the Entire Organization	*To refocus and realign institutional capabilities and structures to the university's current vision, strategic goals and priorities*	A revised functional organizational structure	Re-structure organizational set-up Review of Job Description / Duties and Responsibilities of offices and staff	University-wide	2018 - 2020	
		Enhanced services across levels of the organization	Adopt/Implement Process Improvement Systems Attendance in quality-improvement training and seminars like Lean Six Sigma, Knowledge Management and 5S Implementation of quality-improvement projects in the areas of procurement management and asset management Adopt/implement ISO9001:2015 certification Application of training Lessons Learned Session BOSH Training	University-wide	2018 - 2020	
	To engender a campus environment that is safe and secure to members of PUP Community.	Comprehensive University health and safety plan and programs Formulation of health and safety plan for the University as prescribed by occupational safety and health Corrective actions by 2018-2019 Partial implementation of health and safety plan by 2019 Full implementation of health and safety plan by 2020	Constitution of University health and safety committee Creation of health and safety committee for the University	OEVP with Office of the Vice Presidents and Other Concerned Offices		

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BOARD RESOLUTION NO. 944, SERIES OF 2013

The Board gave an initial approval of the PUP Institutional Plan from 2012- 2016 subject to revisions to find the core/niches which PUP can explore that will make it more relevant and responsive to the changing time.

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OFFICE OF THE UNIVERSITY/BOARD SECRETARY
CERTIFIED TRUE COPY
DR. ANNA RUBY P. GAPASIN
University/Board Secretary

OFFICE OF THE UNIVERSITY / BOARD SECRETARY
2nd Floor South Wing, PUP A. Mabini Campus, Anonas Street, Sta. Mesa, Manila
Phone: (Direct Line) 716-63-08 (Trunk Line) 716-78-32 (Local) 265; website: www.pup.edu.ph; e-mail: boardsec@pup.edu.ph

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The Chairperson stated that if the University has special ideas that are exciting then there would be no problem in securing money in general. And there is no way that PUP will be closed so it has to be made great and invest on it. PUP is a major Philippine institution, hence we must find its strength and market it and look for funds since the Vice Chair had promised the students that there will be no increase in tuition so the University must find money elsewhere.

Moreover, Regent Fortuna added that the PUP has its mandate and that it is a polytechnic university, the first polytechnic university in the country.

Regent Songco further added that the DBM is receptive to any request as long as the same is justified and as long as it can be shown what the university can do. The DBM would not just give it to anybody. As to the different institution development plans on the capacity building programs of the University's faculty, the University can partner with the different agencies, for example, in the region, we had partnered with other SUC's like when there is a need for assistance in in-fact evaluations of different government projects. It is the scientific way of doing evaluation of the projects to determine whether or not it should proceed, stop some of them or come up with new ones. We are training the SUC's to help us in undertaking the in-fact evaluation like in Bicol and Region 8, different SUC's had been tapped and the University can also do this so that it will not solely rely on the GAA and other modalities.

Chairperson realized that the Vice Chair cannot do this on his first year in managing PUP. Vice Chair replied that he has already taken initial steps towards setting up the fundamentals for a rational state university and the university is now in the second stage of the process.

Regent Dela Torre suggested a simple framework which he calls the 3 A's. The first A is what are you simply affirming? And in the affirmation you might already been negotiating for additional resources. The second A is the crucial one, what are we adding? This is new and what are we adding. And the third is the more painful one, what are we altering. In altering, we are dropping something or fixing it.

After a long deliberation, Vice Chair De Guzman moved for the approval of the PUP Institutional Development Plan 2012-2016 subject to all comments, suggestions and revisions.

Upon motion duly seconded; the Board gave an initial approval of the PUP Institutional Development Plan 2012-2016 subject to revisions to find the core/niches which PUP can explore that will make it more relevant and responsive to the changing time.

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Regent dela Torre suggested that after the University has done its development plan, a second initiative be made based on this. There were indeed problems due to change of management but the focus of this group is to identify the needs of the University, it is likened to a blue oceans study, theoretically PUP should have the framework and work closely with relevant national government agencies because they have their strategic plans and HRD plans and thereafter look at SUC's then at UP and then PUP. People should think that after UP there is PUP. People should not view PUP as merely the largest university but that it has other privileges. The second layer must be developed and these are experimental and pioneering. There is a developmental process and therefore it is suggested that a small task force be created to focus on this.

Regent dela Torre stated that the University only have to choose a few and not too many. It is the future that should be established, the future that's already starting now. Regent dela Torre understands the University's strategic planning process but the University have to consider the givens and you start to rationalize the givens but sometimes rationalizations includes developing new ones but are not yet in the immediate structure or horizon so the question is how will it be funded and who will work for that and it is for this reason that the modular approach will not always be feasible for the University.

Vice Chair De Guzman replied that because the University is operating on this particular given budget for instance, he saw that the University have too many sections funded in a particular college such as the College of Business which has too many students. And to address this situation the Vice Chair migrated sections from the College of Business to the potential programs in the Engineering.

The Chairperson agreed and stated that it is indeed an over subscribed area.

Vice Chair further stated that the railways are going to be very prominent in the future and is a potential program. PUP has been doing its best to achieve its goals despite the lack of budget. To augment the lack of budget, the University tries to look from appropriated funds from somewhere and transfer them to another. He likewise stated that he does not know of a modular approach that does not require new money or generate its own money to favor itself.

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DR. ANNA RUBY P. GAPASIN
University/Board Secretary

(02) 8713 5968 | dcoe_chair@gmail.com
RM322 CEA BLDG. NDC COMPOUND,
ANONAS COR. PUREZA STREETS, STA. MESA, MANILA

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Regent Fortuna said that there are many courses which are not being offered in the country. They needed to send scholars abroad to take up those courses. In modular programs, there are subjects or programs which the University do not offer but are already available in other schools. The University has good people in it and the university has to go on in a modular approach. The University must look which subjects are not being offered but are offered in DLSU or in U.P. and have a tie up with them. Regent Fortuna said that it is at this time that she learned of the Railway Engineering of the University and told herself, "Magaling din pala ang PUP."

Chairperson said that this new program that was created with several SUC's plus the observatory and the PAGASA is similar to the modular approach. The universities get the strengths of different institutions and put it together to create a new degree program.

Regent Songco said that what everybody is trying to point out is for PUP to develop its core competencies, its niches whether existing or for the future. The University has looked at the landscape but the University has not done an honest to goodness evaluation of where it should be because some of the courses that may be offered may also be available in other schools.

Chairperson Licuanan stated that that would be the next phase. Regent Songco agreed and stated that it is a developmental plan. Some may be stopped, scaled down. The University has resources and then bark on new areas. It is a matter of name recall, saying "PUP yan" and it is PUP who has that program but this could be implemented next year.

Vice Chair De Guzman replied that the PUP has its mandate to offer programs such as Accountancy and Engineering.

Chairperson said that the Vice Chair has rationalized what he had inherited from the previous administration, so basically this is the first step of the President. The Chairperson admits and it is true that the University cannot simply close a program but it can be done gradually in that direction by amalgamating what has been done already and pursuing the same further.

Regent Fortuna told Vice Chair De Guzman that the PUP can tap expert from the National Government. The University can tap experts from PAG-ASA, DOE, DOST. These experts can be hired as part-time teachers also and for sure no matter how small it is these experts will extend their assistance to the University. The University needs critical HR people who can bring and run the show.

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Vice Chair De Guzman said that funds for energy development plan may come from the Malampaya. It will be donated to PUP by the Department of Energy and this is a Php100M project which has already started even during Dr. Guevarra's administration wherein the Vice Chair was part of the committee spearheading the project as he was still in research before he became President. Mr. Fernando Martinez was mediating between PUP, DOE and Malampaya and there were already funds allocated for it but were only stalled because of the political turmoil in PUP which led to the selection of a new President but the University is optimistic that in the next semester, the University can start the project for the building of the NATGAS Institute. The budget of Php100M will be divided. The Php50M is for the building and the other Php50M will go to the operations. The University will send scholars abroad and come back and teach. They can now afford the curricular programs for NATGAS and other renewable energy programs.

Regent Fortuna had received information that the PUP has good people and the University is offering courses like Meteorological Engineering. Vice Chair De Guzman replied that as of now PUP has no meteorological course. Regent Fortuna suggested to the Vice Chair to start with the modular approach either with De La Salle or U.P. and then you find your niche.

Vice Chair replied that he merely inherited the system and that it is not that simple to close a program because there are people attached to the program in terms of livelihood and of course the career of tenured faculty members.

Regent Fortuna said that she is not saying the University needs to close the program. Since the University has good people, the University can go on a modular approach, one needs only to see which courses or subjects are not being offered by the University and are offered by other universities and the University can start from there.

The Vice Chair informed the Board of his intention to re-open the Railway Engineering in the next school year and that he transferred one section from the College of Business to the Railway Engineering because the University has the necessary expertise on the said program. Regent Fortuna then said that she was actually surprised and elated when she heard that PUP has the Railway Engineering program which really reflects that people from PUP are indeed good.

Regent Fortuna further suggested to the Vice Chair to further strengthens what PUP has and not what it doesn't have because the other schools do not have it.

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University/Board Secretary

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Phone: (Direct Line) 716-63-08 (Trunk Line) 716-78-32 (Local) 265; website: www.pup.edu.ph; e-mail: boardsec@pup.edu.ph

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CERTIFICATION

This is to certify that during the Special Board of Regents (BOR) Meeting held on 05 April 2013 at CHED Conference Room, 4th Floor, HEDC Building, C.P. Garcia Avenue, UP Campus, Diliman, Quezon City, the Board **gave an initial approval** of the PUP Institutional Plan from 2012 – 2016 subject to revisions to find the core/niches which PUP can explore will make it more relevant and responsive to the changing time as per Board Resolution No. 944, Series of 2013.

WITNESS MY HAND and dry seal this 23rd day of May 2018 at the City of Manila, Philippines.

DR. ANNA RUBY P. GAPASIN
University/Board Secretary

OFFICE OF THE UNIVERSITY/BOARD SECRETARY
2ND Floor South Wing PUP A. Mabini Campus Anonas Street, Sta. Mesa, Manila Phone: (Direct Line) 716-63-08
(Trunk Line) 716-78-32 (Local) 265; website: www.pup.edu.ph; e-mail: boardsec@pup.edu.ph

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2. PUP INTSTITUTIONAL PLAN FROM 2012 TO 2016

Vice Chair De Guzman presented to the Board for approval the PUP Institutional Plan from 2012 to 2016 through a power point presentation.

Vice Chair De Guzman started the presentation with the history of the Polytechnic University of the Philippines.

The PUP started in 1904 as Business School, Philippine School of Commerce in 1908, Philippine Normal School of Arts in 1933; Philippines College of Commerce in 1952 and Polytechnic University of the Philippines in 1978 up to present.

The PUP has branches and campuses in the island of Luzon. We have campuses in Mindoro, in Bansud and Sablyan. The Branches are GAA funded. Meanwhile, the campuses are funded by the Local Government so there is a distinction between branches and campuses. The other branches are located in Taguig City, Quezon City, Bataan, Lopez-Quezon, Mulanay-Quezon Maragondon-Cavite, Sto. Tomas-Batangas, Ragay-Camarines Sur, and General Luna-Quezon which is an annex of the Mulanay branch and of course San Juan, which is one of the newest.

Chairperson Licuanan inquired as who funded the San Juan Campus. Vice Chair replied that the Local Government of San Juan totally funded all the expenses of PUP San Juan. He also informed the Board that the San Juan Campus already had its first batch of graduates last year; that the City Mayor was very proud because they had 100% passing rate in Accountancy.

Vice Chair shared that the University also has a campus in Paranaque City, offering associate programs. The campus in Sta Maria-Bulacan is bigger than the old campuses. There are also campuses in Pulilan, in Cabiao-Nueva Ecija, which is the last outpost of PUP in the North-Cabiao and likewise in Biñan.

He informed the Board that Biñan campus is no longer accepting enrollees this coming school year because the Mayor decided to shut down the branch.

Associate programs are being offered in Sablayan-Occidental Mindoro and Bansud, the farthest in the South and they have good facilities. We have an annex in Calauan and in Rizal, campuses in Sta. Rosa and San Pedro, Laguna. The University is doing well in the programs particularly in Maragondon and in Lopez, our regular branches and Bataan as well.

Vice Chair said that PUP is the country's first Polytechnic University. Chairperson Licuanan remarked that Regent Fortuna always raised the issue of what it means to be a Polytechnic University and how PUP is unique in that sense because the explanation seemed to be moving towards PUP as being a professional school.

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IDA ANNA RUBY P. GAPASIN
University Board Secretary

OFFICE OF THE UNIVERSITY/BOARD SECRETARY
2nd Floor South Wing, PUP A. Mabini Campus, Anonas Street, Sta. Mesa, Manila
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Vice Chair De Guzman said that the Polytechnic is an institution that produces professionals like Doctors, Engineers, Accountants, Teachers, but the idea is telling the public that we are the first Polytechnic University. He also informed the Board that the University is the current holder of the Guinness Book of World Records in forming the world's largest human rainbow.

The University has been declared as an IT Zone- Microsoft Certified Government Technology Education Center, the State University with the highest number of programs accredited by AACCUP.

Regent Tanasas asked the Vice Chair what it meant by being an IT Zone. Vice Chair replied that PUP is the only State University apart from U.P. which has an information System. This means people can enroll online, pay online and at the same time process transactions which is now being done using a program, a system or a software. This coming semester, the faculty will be evaluated via online as well.

Regent Fortuna said that in fairness to the PUP, the students are outstanding. That is why she suggested Vice Chair to equip them with state of the art equipment.

Vice Chair also informed the Board that the PUP Open University is recognized by UNESCO as Asia Pacific's knowledge base in open distance learning since 2010. The PUP is the only State University aside from UP who offer courses online, a combination of online and offline courses. We have 100% compliance rating by CHED Technical Panel on Distance and Trans-National Education. He also said that PUP is now a Center of Development in Journalism and candidate for the Center of Development in Broadcast Communication.

He informed the Board that the PUP is 1st place in the ECE Board Examination and 2nd place in Architecture and 3rd place in Electrical, 6th place in EE and CE Board Exam, 8th place in CPA and 10th place in Registered Mechanical Engineering (RME).

- Graduation data. Graduates in the most recent school year are more than 7 thousand in the main campus and more than 4 thousand in the branches. The PUP has more than 11 thousand graduates a year.

- The Vision of the University. PUP is clearing the paths to transform the Polytechnic University of the Philippines to an Epistemic Community.

Vice Chair De Guzman presented to the Board the 8 points agenda of his administration.

Agenda # 1 – PURSUING ACADEMIC EXCELLENCE THROUGH DISPLINED INTEGRITY

- He said that this agenda has 15 objectives, 68 programs, project and activities required by a budget of Php1.044 Million in 2012 and Php1.148Million in 2013.

Polytechnic University of the Philippines
OFFICE OF THE UNIVERSITY/BOARD SECRETARY
CERTIFIED TRUE COPY
DR. ANNA RUBY P. GAPASIN
University Board Secretary

OFFICE OF THE UNIVERSITY/BOARD SECRETARY
2nd Floor South Wing, PUP A. Mabini Campus, Anonas Street, Sta. Mesa, Manila
Phone: (Direct Line) 716-63-08 (Trunk Line) 716-78-32 (Local) 265; website: www.pup.edu.ph; e-mail: boardsec@pup.edu.ph

Republic of the Philippines
POLYTECHNIC UNIVERSITY OF THE PHILIPPINES

EXCERPT FROM THE MINUTES OF THE SPECIAL MEETING OF THE BOARD OF REGENTS HELD ON APRIL 5, 2013 AT 9:00 O'CLOCK IN THE MORNING AT CHED CONFERENCE ROOM, 4th FLOOR, HEDC BUILDING, C.P. GARCIA AVENUE, U.P. CAMPUS, DILIMAN, QUEZON CITY

• He said that the objective of this agenda is to ensure globally focused, research oriented and internationally competitive curricula in the undergraduate and graduate levels, to promote and maintain quality assurance, to enhance the graduates' performance in professional licensure and Bar examinations, to provide cognitive and comprehensive learning opportunities that will raise students' scientific and communicative skills, comparable to counterpart in other countries and to improve the quality and profile of the faculty.

• He informed the Board that the faculty enrollees in the graduate school doubled because of the policy implemented by the administration, which is "no masters degree no tenure." Otherwise, they are going to lose their temporary status.

• He said that in 2011-2012, we had 34 in Doctorate program, 133 in Masters program and 1 in Bachelor of Laws. For the current year, we have 48 in Doctorate program, 105 in the Masters program and 1 in Bachelor of Laws.

• In addition to the aforementioned objectives: to adapt academic programs to meet the demands of domestic and global market, to produce globally competitive graduates, to enhance PUP image as a destination of choice for degree and non-degree seeking international students, to develop a holistic student development program, to develop programs and projects that will enhance student services.

• Still agenda No. 1, to produce exemplary scholar and then recipient of financial grants who have demonstrated the highest standards of academic excellence and scholars aptitude and character, to rationalize the existing scholarship financial assistance programs, to strengthen the status of the PUP Open University as a strong open distance learning institution, to strengthen PUP as CHED deputized Higher Education Institution (HEI), offering Expanded Tertiary Education Equivalency and Accredited program or ETEAPP, to develop assessment tools and communication plan and to increase the number of enrollees and graduates under the ETEAAP.

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Agenda # 2 – EMBEDDING A CULTURE OF RESEARCH

• This agenda has 11 objectives and 54 programs, projects and activities. These are for a budget requirement from 2012 and 2016.

• The objectives are: to contribute to the country's national development through a focused university research program; to strengthen support to existing R&D Centers research cluster and newly established research centers in the university; to promote synergy and a sound capability program in each of the colleges, campuses and branches through collaboration of the research and academic sectors of the university; to pursue excellence in research production of faculty and researchers; to pursue excellence in research presentation and publication; to pursue excellence in creative works; to pursue excellence in student researches; to develop strong research linkages and partnership with other national and international institutions and organizations; to support economic growth through solution of mismatch between education and industry needs; to support economic, environment and social growth through production of quality research outputs with probable technology transfer and to make research extension and training opportunities available to all interested faculty and students.

Agenda # 3 – ASSURING TRANSPARENCY AND PARTICIPATORIES IN GIVING REWARDS AND SANCTIONS

• This agenda have 3 objectives and 13 programs with those public requirements.

• Vice Chair said the objectives are: to institutionalize an open transparency and participatory governance; to review and implement the reward system set by the appropriate government bodies to reflect unit and individual contribution to the university overall mission of teaching research services and production; and to promote international exposure and activities such as faculty and staff exchange program scholarship and attendance in conferences.

Agenda # 4 – MODERNIZATION AND UPGRADING OF PHYSICAL FACILITIES, EQUIPMENT LIBRARY AND CAMPUS DEVELOPMENT

• This agenda have 9 objectives, 34 programs, projects and activities requiring those budgets for 2013 Php17.8 Million; for 2014 - from Php17.8 Million to Php504, Php785 and Php135 thousand for modernizing the library and for physical facilities of the University.

• The objectives for this agenda are: to expand state of the art campus development programs; to modernize, upgrade existing facilities and purchase new ones; to utilize ICT facilities/equipment to enhance the overall operation of the university; to start up an open-library system to complement an upgraded e-library; to provide adequate hardware and software resources to support staff, students and faculty in instruction, research extension and

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