

2017

ANNUAL REPORT



Republic of the Philippines
BENGUET STATE UNIVERSITY
La Trinidad, Benguet 2601

VISION

A PREMIER UNIVERSITY
delivering world-class education
that promotes sustainable
development amidst climate
change

MISSION

To provide quality education
to enhance food security,
sustainable communities,
industry innovation, climate
resilience, gender equality,
institutional development and
partnerships

GOALS AND OBJECTIVES

Goal I. To develop proactive programs to ensure relevant quality education

Objectives:

- 1.To benchmark curricular and co-curricular programs with national and international standards
- 2.To develop alternative learning experiences to enhance skills that match industry needs
- 3.To develop innovative and relevant curricular and co-curricular programs
- 4.To enhance proactive student welfare and development programs

Goal II. To develop proactive programs for quality service

Objectives:

- 1.To enhance relevant human resource development programs
- 2.To develop effective and efficient innovative platforms for cascading information
- 3.To enhance and develop employee welfare programs

Goal III. To enhance responsive systems and procedures for transparent institutional development

Objectives:

- 1.To enhance and develop innovative financial management systems
- 2.To ensure transparency in all transactions in the university
- 3.To ensure inclusive and consultative decision making

Goal IV. To develop relevant and gender sensitive research and extension programs for institutional development, sustainable communities, climate resilience, industry innovation, and partnerships

Objectives:

1. To develop relevant multimedia tools in disseminating technology, knowledge and information generated from RDE programs
2. To develop relevant RDE activities that will address current problems and support cultural advocacy
3. To partner with strategic local, regional, national and international entities

Goal V. To strengthen and expand public-private partnership

Objectives:

1. Sustain and pursue functional University-relation with the alumni and other organizations both in the government and non-government entities
2. To strengthen the linkage among academe, industries, LGUs and community

CORE VALUES

Student-centered
Leadership
Integrity
Diversity
Efficiency
Service



Republic of the Philippines
BENGUET STATE UNIVERSITY
La Trinidad, Benguet

HIS EXCELLENCY RODRIGO ROA DUTERTE

President
Republic of the Philippines
Malacañan Palace, Manila

Dear Mr. President:

This is to submit the Benguet State University 2017 Annual Report. Included in this report are the achievements of the University in its four mandates – Instruction, Research, Extension, and Production.

2017 was a challenging yet fulfilling year for the University.

Thank you for the unending support to the University as it continually commits to a world- class education.

Very truly yours,


FELICIANO G. CALORA, JR., Ph.D.
University President

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EXECUTIVE SUMMARY

The University turned to its 101st year as an educational institution in 2017. Along with the beginning of new chapters in the University, all stakeholders contributed to the continuous realization of goals in Instruction, Research, Extension and Production.

2017- Of Starting Chapters, Sustaining Accomplishments and Furthering Heights

INSTRUCTION - HIGHER AND ADVANCED EDUCATION SERVICES - Four survey visits of the AACUP were held in the University. Several degree programs of the University passed the phase 1 Level IV Survey Visit. Certificates of Program Compliance were also awarded to 8 degree programs.

The University also reaped topnotchers in the licensure examinations for Agricultural Engineers, Agriculturists, Veterinarians, and Professional Teachers (Elementary).

In addition, the University has also implemented the free tuition fee scheme for tertiary students. Faculty members were also sent for various seminars, trainings, workshops and scholarships for advancement.

RESEARCH AND EXTENSION - There were a total of 17 research articles published in refereed publications. Eight of these are international while nine are national refereed journals.

Several papers (152) research papers were also presented in various levels of fora.

Worthy to note are numerous copyrights registered and applied thru the Intellectual Property Rights Office.

A total of 208 trainings were conducted by the Extension Office.

PRODUCTION - The University Business Affairs generated an income of PhP 10,297,278.39.

ADMINISTRATION AND FINANCE - Strengthening procedures and mechanisms were undertaken by all the offices under this sector. From carrying out management actions, strengthening web and social media presence, constructing infrastructure, monitoring and evaluation among others, the offices were able to comply and even go beyond their usual activities.



INSTRUCTION

Higher and Advanced Education Services

I. CURRICULUM AND INSTRUCTION

A. Degree Programs and Short Courses

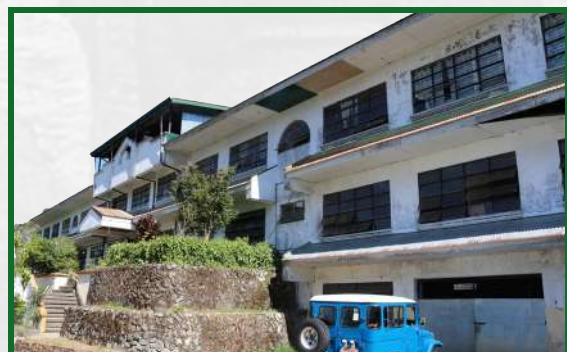
The University offers a total of 67 degree programs in its three campuses. In the La Trinidad campus, there are 19 bachelor's, 34 masteral and 6 doctorate programs. In Bokod Campus, 3 bachelor's degree programs and in Buguias Campus, 5 bachelor's degree programs are being offered.



COLLEGE OF ENGINEERING AND APPLIED TECHNOLOGY

Bachelor of Science in:
• Agricultural Engineering

Certificate in:
• Basic Automotive Technology



COLLEGE OF FORESTRY

Master of Science in:
• Forestry

Bachelor of Science in:
• Forestry



COLLEGE OF AGRICULTURE

Doctor of Philosophy in:

- Agronomy
- Horticulture
- Rural Development

Master of Science in:

- Agribusiness Management (MSAM)
- Agricultural Economics
- Agronomy
- Animal Science
- Entomology
- Horticulture
- Plant Pathology
- Rural Development
- Soil Science

Bachelor of Science in:

- Agriculture (ladderized)
- Agribusiness
- Development Communication

Diploma in:

- Agroforestry

Certificate in:

- Agricultural Science (ladderized)



COLLEGE OF ARTS AND SCIENCES

Doctor of Philosophy in:

- Language Education major in English and Filipino
- Science Education: Biology

Bachelor of Science in:

- Applied Statistics
- Environmental Science
- Information Technology

Master of Arts in:

- Applied Statistics
- Chemistry
- English as a Second Language
- Filipino
- General Science
- Mathematics
- Physics
- Social Studies

Master of Science in:

- Biology
- Environmental Science



COLLEGE OF HOME ECONOMICS AND TECHNOLOGY

Master of Arts in:

- Home Economics
- Technology and Home Economics

Bachelor of Science in:

- Home Economics
- Nutrition and Dietetics
- Entrepreneurial Technology
- Hotel and Restaurant Management

Associate in:

- Entrepreneurial Technology (Ladderized)



COLLEGE OF TEACHER EDUCATION

Doctor of Philosophy in:

- Educational Management

Master in:

- Library and Information Science

Master of Arts in:

- Education
- Guidance

Bachelor in:

- Secondary Education
- Elementary Education
- Library and Information Science
- Technology and Livelihood Education



COLLEGE OF VETERINARY MEDICINE

- Doctor of Veterinary Medicine



COLLEGE OF NURSING

Bachelor of Science in:

- Nursing



INSTITUTE OF PUBLIC ADMINISTRATION

- Master in:**
- Public Administration
- Diploma in:**
- Public Administration
- Bachelor of Arts in:**
- Public Administration
- Certificate in:**
- Public Administration



INSTITUTE OF HUMAN KINETICS

- Master of Science in:**
- Physical Education
- Diploma in:**
- Physical Education
- Bachelor of Science in:**
- Physical Education



BSU-BUGUIAS CAMPUS

- Bachelor in:**
- Agricultural Technology (ladderized)
 - Elementary Education
 - Secondary Education
 - Technology Teacher Education
- Diploma in:**
- Agricultural Technology



BSU-BOKOD CAMPUS

- Bachelor of Science in:**
- Industrial Education
 - Industrial Technology
- Bachelor in:**
- Elementary Education
- Certificate in:**
- Trade Technology



OPEN UNIVERSITY

- Master in:**
- Community Development
 - Community Health Development
 - Development Communication
 - Cooperative Management
 - Human Resource Management
 - Urban Management
 - Non- formal Education
- Diploma in:**
- Training Management
 - Urban Management
- Certificate in:**
- Organic Agriculture



GRADUATE SCHOOL

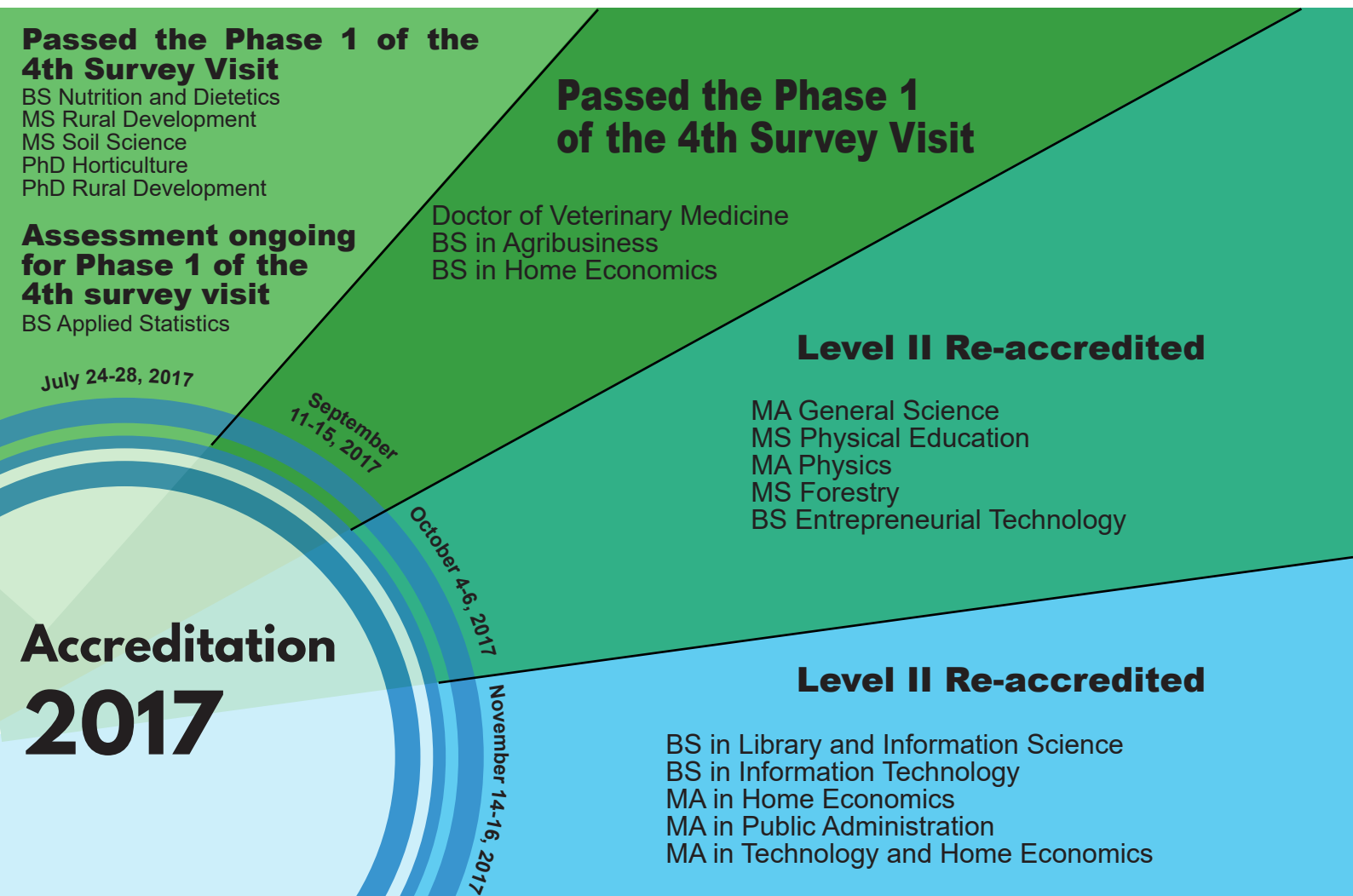
The Graduate School serves as a coordinating unit/ office in the offering of the Master's and Doctoral degree program of the different colleges. It is headed by a Dean and an Associate Dean.

International Language Center

<p>Special Program for English Language and Literature (SPELL)</p>	<p>Intensive Functional English Language Program (IFELP)</p>	<p>English Language Proficiency for Individual Advancement (ELPIA)</p>	<p>English for Academic Purposes-Training Course (EAP-TC)</p>
<p>A two-term program that provides opportunities for students to develop their cultural awareness, and critical thinking skills as they study English language and literature.</p>	<p>This one-month program is designed to develop the reading, writing, listening, speaking and viewing skills of the learner.</p>	<p>A one-on-one English tutorial program that aims to advance the English language proficiency of the students in both spoken and written English.</p> <p>Levels of Instruction: ELPIA 101 -Emergent English Proficiency Course ELPIA 102 - Intermediate English Proficiency Course ELPIA 103 - Advanced English Proficiency Course</p>	<p>A one-month English enhancement program conducted in coordination with the Office of Students Services for identified Expanded Student Grants-in-aid Program for Poverty and Alleviation (ESGP-PA) grantees.</p>

B. Program Accreditation

Accreditation survey visits by the Accrediting Agency of Chartered Colleges and Universities in the Philippines, Inc. (AACUP) for the various degree programs were conducted during the year. The schedule and results of the survey visits are as follows:



Together with the results of the survey visits conducted this year, 47 degree programs being offered at the La Trinidad campus are accredited at various levels (Figure 1, Table 1).

Distribution of Accredited Programs

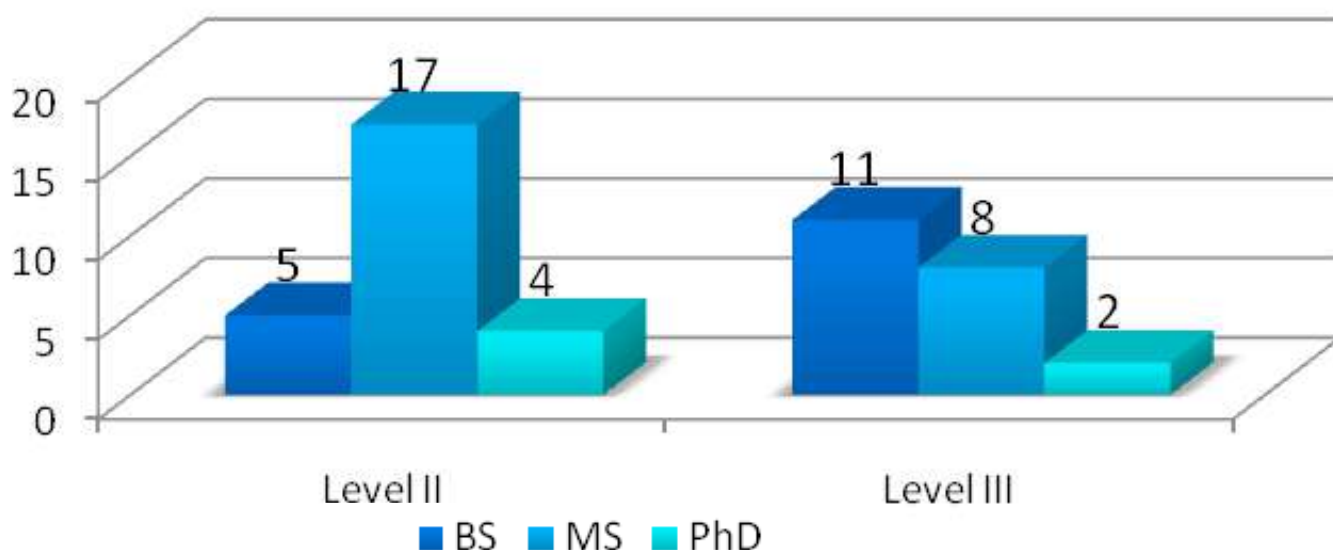


Figure 1. Distribution of accredited programs by accreditation level

Table 1. Accreditation level of the various degree programs being offered by the university.

Degree Program	Accreditation Level	Validity (Year & Month)
PhD Agronomy	II	2019-08
PhD Horticulture	III	2018-07
PhD Rural Development	III	2018-07
PhD Language Education	II	2019-08
PhD SE- Biology	II	2020-11
PhD Educational Management	II	2019-08
MS Agricultural Economics	III	2018-12
MS Agronomy	III	2017-11
MS Animal Science	III	2017-11
MS Entomology	III	2017-11
MS Horticulture	III	2017-11
MS Plant Pathology	III	2017-11
MS Rural Development	III	2018-07
MS Soil Science	III	2018-07
M Agribusiness Management (MRSM)	II	2017-12
MS Biology	II	2020-11
MA Applied Statistics	II	2020-11
MA Chemistry	II	2019-08
MA ESL	II	2019-08
MA Filipino	II	2019-08
MA Physics	II	2021-10
MA General Science	II	2021-10
MA Mathematics	II	2020-11

Degree Program	Accreditation Level	Validity (Year & Month)
Ma Social Studies	II	2019-08
MS Forestry	II	2021-10
MA Home Economics	II	2017-08
MA THE	II	2017-08
MA Guidance	II	2019-08
MAED	II	2019-08
MAPE	II	2021-10
MPA	II	2017-08
BSA	III	2016-12
BSAB	III	2016-07
BSDC	II	2019-08
BSES	II	2020-11
BSAS	III	2021-09
BSIT	II	2017-11
BSagEng	III	2018-12
BSF	III	2017-11
BSHE	III	2016-07
BSND	III	2017
BSET	II	2021-10
BSN	III	2016-08
BEE	III	2017-11
BSE	III	2017-11
BLIS	II	2017-08
DVM	III	2016-08

C. Program Certification

The University applied for the Certification of Program Compliance (COPC) to the CHED for the various degree programs being offered at the La Trinidad campus in 2016. COPCs for the following 8 programs were awarded on March 10 & 14, 2017:



CHED-CAR OIC, Ma Geraldine Casipit with Education Supervisors personally handed Certificates of Program Compliance of 8 BSU programs to BSU President, Dr. Feliciano G. Calora on March 13, 2017.

AWARDEES OF COPC

BS in Agribusiness

BS in Agriculture

BS in Agricultural Engineering

BS in Forestry

BS in Nutrition and Dietetics

Bachelor of Elementary Education

Bachelor of Secondary Education

Doctor of Veterinary Medicine

II. STUDENTS

A. Enrollment

There were a total of 8,737, 2,386, and 7,772 students during the second semester SY 2016-2017, 2017 Midyear Term, and first semester SY 2017-2018, respectively.

The breakdown of enrolment by level and academic unit are presented in Figures 2 and 3. The colleges with the highest number of enrollees remain to be the College of Teacher Education (CTE), College of Agriculture (CA) and College of Home Economics and Technology (CHET).

There was an increase in the number of students for the masteral (2.94%) and doctoral (25.62%) levels compared to 2016.

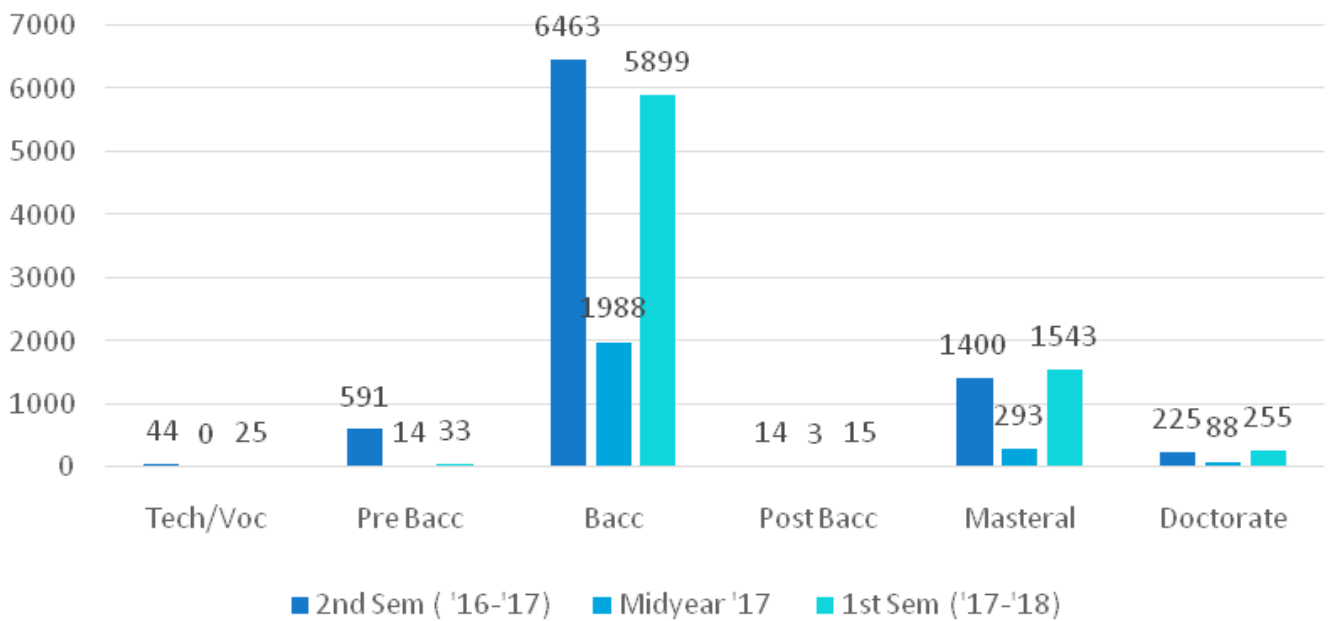


Figure 2. Distribution of enrolment by academic level



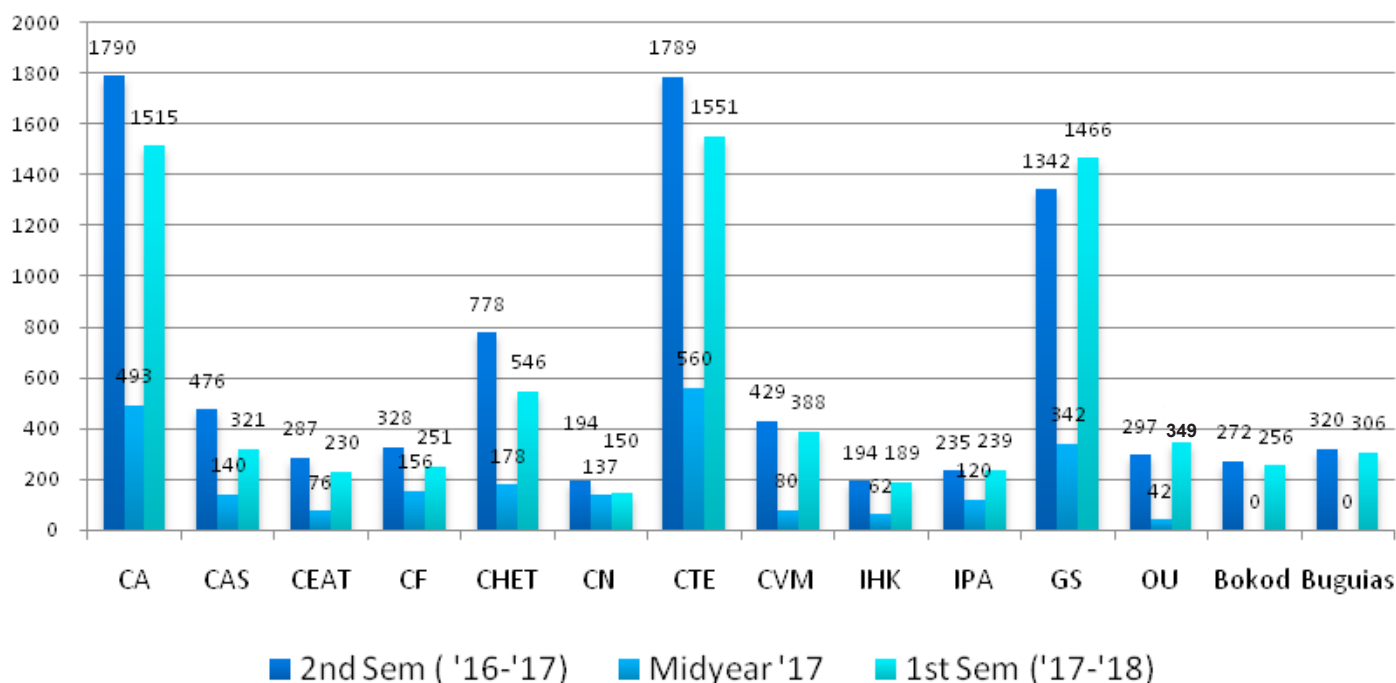


Figure 3. Distribution of enrolment by academic units

On the other hand, there were 20 participants in the Certificate on Community Health Development, a module program under the Municipal Leadership and Governance Program (MLGP), a public-private partnership between Benguet State University, Department of Health Regions I, II and CAR, Zuellig Family Foundation, and the United Nations Fund for Population Activities (UNFPA). The participants were Mayors, Municipal Health Officers (MHO) from various municipalities in the regions. The list of participants in the program is presented in Table 2.

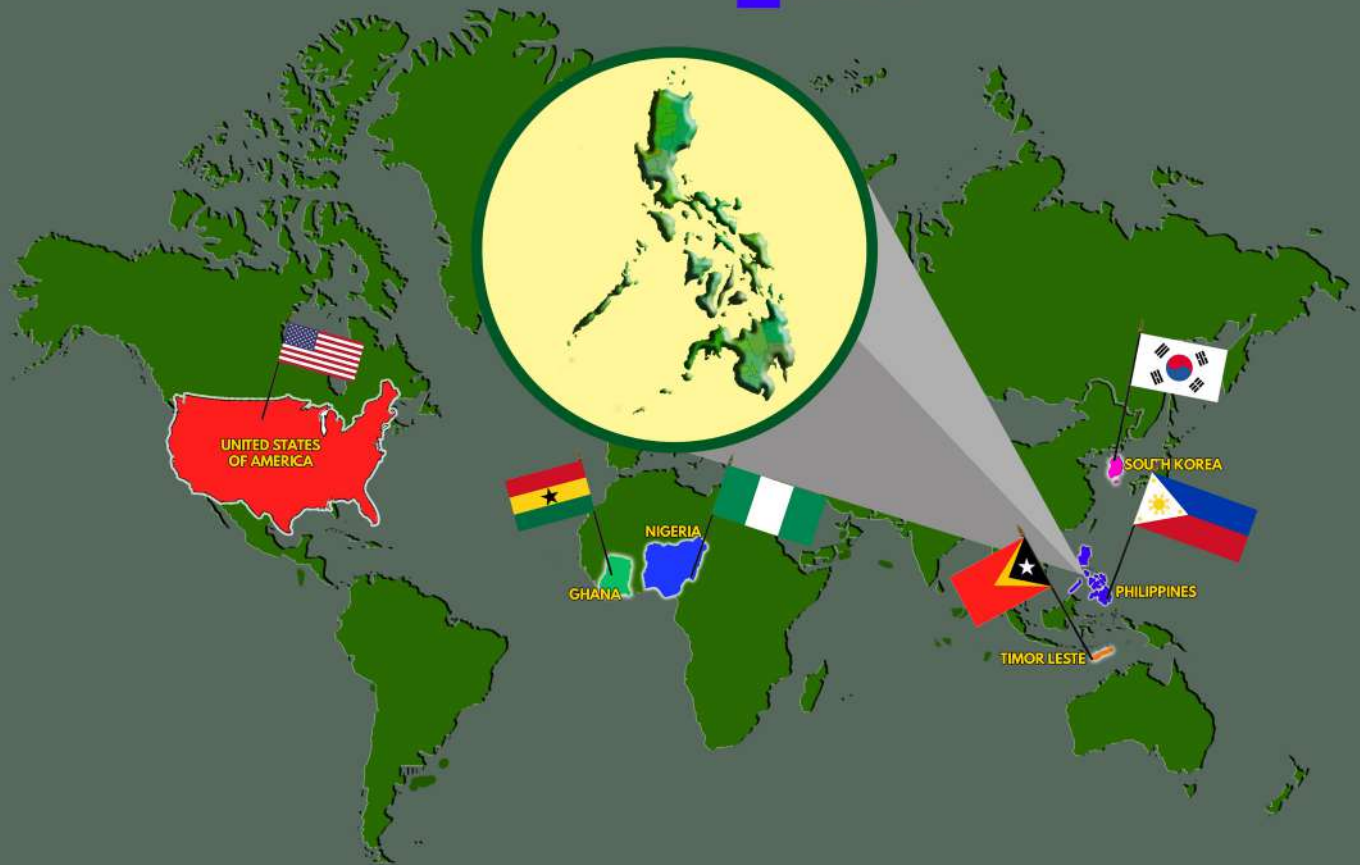
Table 2. List of participants to the MLGP program in 2017.

NAME	POSITION
1. Constante B. Agbayani	Mayor
2. Juanito B. Balingsat	Mayor
3. Amadeo T. Espino	Mayor
4. Henry S. Gallardo	Mayor
5. Ferdinand F. Hernaez	Mayor
6. Allen I. Nimo Jr.	Mayor
7. Rebecca M. Saldivar	Mayor
8. Samuel B. Subangan	Mayor
9. Ramil P. Ventenilla	Mayor
10. Eric J. Versoza	Mayor
11. Cesarinia O. Ang-Pasion	MHO
12. Romeo P. Apostol	MHO
13. Rhueuel C. Bobis	MHO
14. Erano E. Garcia	MHO
15. Alfredo P. Laguardia	MHO
16. Randolph A. Mamaril	MHO
17. Genaro M. Merino	MHO
18. Guillermo S. Rodrigo Jr.	MHO
19. Mario Q. Santos	MHO
20. Mary Conception S. Sibucan	MHO

NATIONALITIES OF STUDENTS ENROLLED IN 2017

LEGEND:

<p>UNITED STATES OF AMERICA (USA) Baccalaureate Degree - Nabus, Cheyenne Santiago</p> <p>GHANA Baccalaureate Degree - Agyemang, Jacqueline Opoku Osei, Nana Akua Serwaa Kyeretwie</p> <p>NIGERIA Baccalaureate Degree - Ibezimako, Ifeanyi Stanley Michael, Clement</p>	<p>TIMOR LESTE Baccalaureate Degree - Dos Santos De Araújo, Julito Fatima Gusão Belo, Júlio Guterres, Nelson</p> <p>SOUTH KOREA Baccalaureate Degree - Kang, Jun Hyeong Masteral Degree - Kim, Junghyun He, Yi Bo Back, Eun Sook Doctorate Degree - Kang, Yeon Hee</p> <p>PHILIPPINES</p>
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B. Graduates

There were 1,865 graduates in 2017, 1,705 at the main campus, 64 at Bokod Campus, and 96 at Buguias Campus. There was a decrease of 3.84% in the number of graduates compared to that of the previous year. Four magna cum laude and 69 cum laude led the 1396 graduates of baccalaureate degrees. One hundred fifteen (115) were conferred with masteral degrees and twenty one (21) with doctorate degrees (Figure 4). The colleges that produced the most number of graduates are CA (423), CTE (449), and CHET (307) (Figure 4). The distribution of the number of graduates per degree program is presented in Table 3.

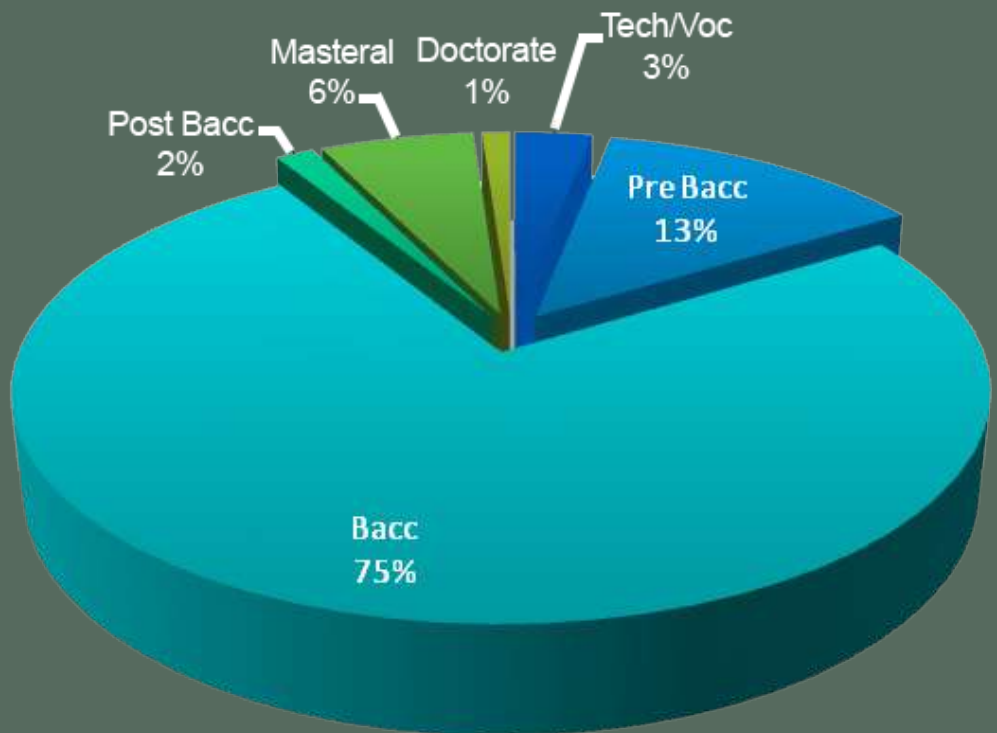


Figure 4. Distribution of graduates by academic level

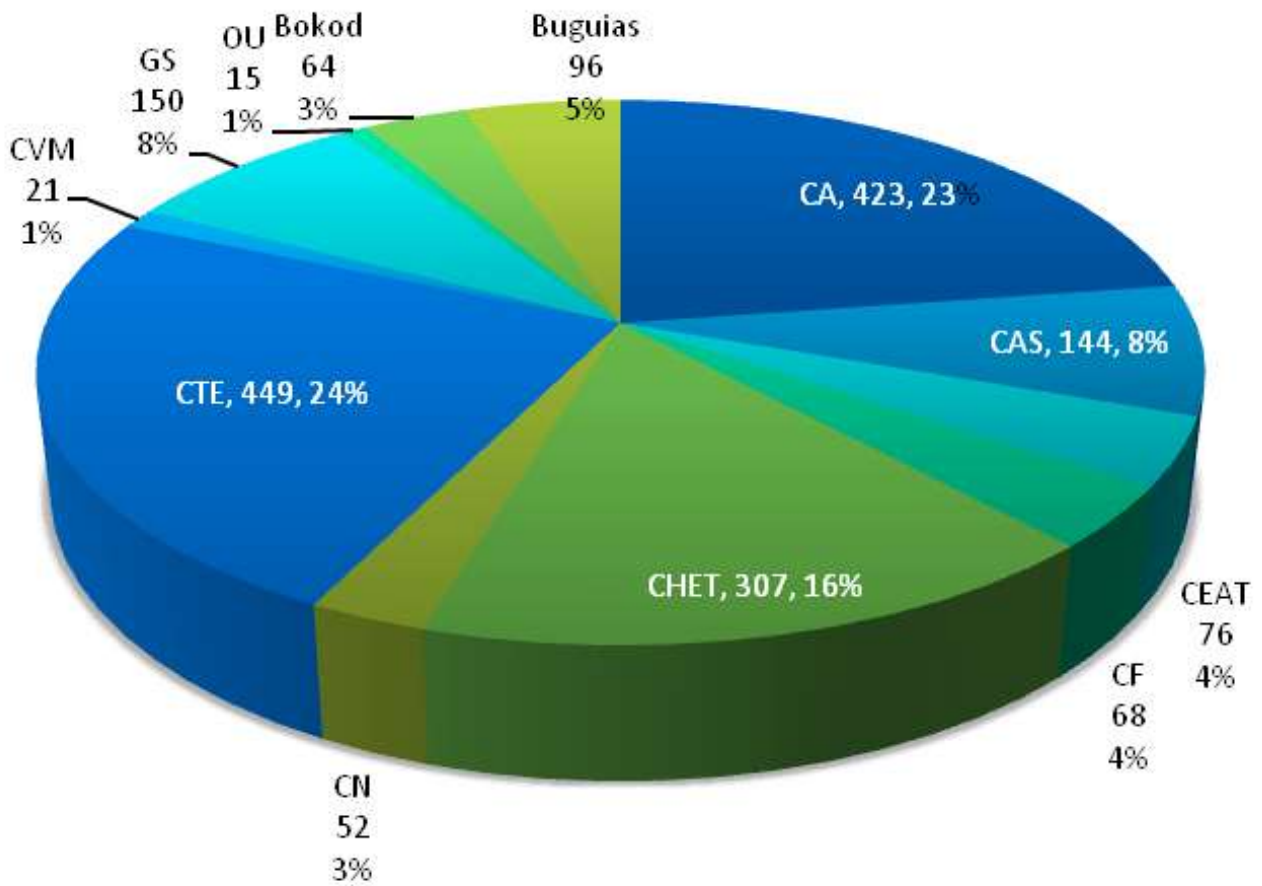


Figure 5. Distribution of graduates by academic unit

In addition, the following students completed language programs under the English Language Proficiency for Individual Advancement and English For Academic Purposes-Training Course.



ZITO FELICIANO
 (Timor Leste)
 August 21 - October 21, 2017



WON JUN YOON
 (South Korea)
 August 1 - 14 2017



II HYEOK JEONG
 (South Korea)
 August 1 - 14 2017



HIDEO YOSHIDOME
 (Japan)
 November 2016 - March 2017



HE YIBO
 (China)
 November 2016 - February 2017

Table 3. Number of graduates by degree program for SY 2016-2017

DEGREE PROGRAMS		2016-2017			
		1st Semester	2nd Semester	Midyear 2017	TOTAL
La Trinidad (Main Campus)					
TECH/VOCATIONAL					
	Basic Automotive Technology (BAT)	25			25
	Advance Automotive Technology (BAT)		23		23
	Total	25	23	0	48
PRE-BACCALAUREATE					
	Certificate in Agricultural Science	1	119		120
	Associate in Entrepreneurial Technology (AET)	10	82	6	98
	Diploma in Agroforestry (DAF)		3		3
	Total	11	204	6	221
BACCALAUREATE					
COLLEGE OF AGRICULTURE (CA)					
	Bachelor of Science in Agriculture (BSA)	11	139	2	152
	Bachelor of Science in Agribusiness (BSAB)	1	95		96
	Bachelor of Science in Development Communication (BSDC)	4	48		52
	Subtotal	16	282	2	300
COLLEGE OF ARTS AND SCIENCES (CAS)					
	Bachelor of Science in Applied Statistics (BSAS)		27	2	29
	Bachelor of Science in Environmental Science (BSES)	7	24	1	32
	Bachelor of Science in Information Technology (BSIT)	2	79	2	83
	Subtotal	9	130	5	144
COLLEGE OF ENGINEERING AND APPLIED TECHNOLOGY (CEAT)					
	Bachelor of Science in Agricultural Engineering (BSAEng)	5	19	4	28
	Subtotal	5	19	4	28
COLLEGE OF FORESTRY					
	Bachelor of Science in Forestry (BSF)	5	49	14	68
	Subtotal	5	49	14	68
COLLEGE OF HOME ECONOMICS AND TECHNOLOGY (CHET)					
	Bachelor of Science in Entrepreneurial Technology (BSET)		54		54
	Bachelor of Science in Home Economics (BSHE)		54		54
	Bachelor of Science in Hotel and Restaurant Management (BSHRM)		64	3	67
	Bachelor of Science in Nutrition and Dietetics (BSND)		33	1	34
	Subtotal	0	205	4	209
COLLEGE OF NURSING					
	Bachelor of Science in Nursing (BSN)		52		52
	Subtotal	0	52	0	52
COLLEGE OF TEACHER EDUCATION (CTE)					
	Bachelor of Elementary Education (BEE)	6	174		180
	Bachelor of Library and Information Science (BLIS)		15		15
	Bachelor of Secondary Education (BSE)	15	237	2	254

DEGREE PROGRAMS		2016-2017			
		1st Semester	2nd Semester	Midyear 2017	TOTAL
	Subtotal	21	426	2	449
COLLEGE OF VETERINARY MEDICINE					
	Doctor of Veterinary Medicine	5	16		21
	Subtotal	5	16	0	21
	TOTAL	61	1179	31	1271
POST BACCALAUREATE					
GRADUATE SCHOOL					
	Diploma in Physical Education (DPE)	4		4	8
	Diploma in Public Administration (DPA)		17		17
	Certificate in Public Administration (CPAd)		3		3
	Total		20	4	20
OPEN UNIVERSITY					
	Diploma in Training Management (DTM)			1	1
	Total	0	0	1	1
	Total (GS+OU)	4	20	5	29
MASTERS					
GRADUATE SCHOOL					
	M Library and Information Science (MLIS)	1	6		7
	M Public Administration (MPA)	12	8	2	22
	MA Applied Statistics (MAAS)	1			1
	MA Education (MA Ed)	3	24		
	MA English as a Second Language (MA ESL)	1	11		12
	MA Filipino (MA Fil)		1	2	3
	MA General Science (MA Gsci)	1	1		2
	MA Guidance (MA G)		1		1
	MA Home Economics			1	1
	MA Mathematics (MA Math)		5		5
	MA Physics (MA Phys)		2	1	3
	MA Social Studies (MA SS)	1			1
	MS Agricultural Economics		1		1
	MS Animal Science (MS AnSci)		1		1
	MS Biology (MS Bio)	3		1	4
	MS Entomology		2		2
	MS Forestry		1	1	2
	MS Horticulture (MS Horti)	1	1		2
	MS Physical Education (formerly MAPE)	1		1	2
	MS Rural Development (MS RD)	1			1
	MS Soil Science	1			1
	Total	27	65	9	101
OPEN UNIVERSITY					
	M Community Health Development		2		2
	M Development Communication		2		2

DEGREE PROGRAMS		2016-2017			
		1st Semester	2nd Semester	Midyear 2017	TOTAL
	M Human Resource Management	1	9		10
	Total	1	13		14
	Total (GS+OU)	28	78	9	115
DOCTORAL					
	PhD Agronomy (PhD Agro)	1	1		2
	PhD Educational Management (PhDEM)	2	9		11
	PhD Language Education (PhDLE)		1	1	2
	PhD Rural Development (PhDRD)	5			5
	PhD Science Education - Biology (PhDSE)		1		1
	Total	8	12	1	21
	GRAND TOTAL	137	1516	52	1705
BOKOD					
TECH/VOCATIONAL					
	Two-Year Trade Technical		10		10
	Sub Total	0	10	0	10
BACCALAUREATE					
	B Elementary Education		15		
	BS Industrial Education		26		
	BS Industrial Technology		13		
	Sub Total	0	54	0	54
	TOTAL	0	64	0	64
BUGUIAS					
PRE-BACCALAUREATE					
	Diploma in Agricultural Technology		8		8
	Diploma in Technology Teacher Education		17		17
	Subtotal	0	25	0	25
BACCALAUREATE					
	B Agricultural Technology		14		14
	B Elementary Education		17		17
	B Secondary Education		27		27
	B Technology Teacher Education		12		12
	BS Agricultural Education		1		1
	Subtotal	0	71	0	71
	TOTAL	0	96	0	96
GRAND TOTAL (ALL CAMPUSES)		137	1676	52	1865

C. Performance in Licensure Examination

A good performance was noted in majority of the licensure examinations taken by BSU graduates. BSU is the Top 3 performing school in the licensure examinations for Librarians and Nurses.

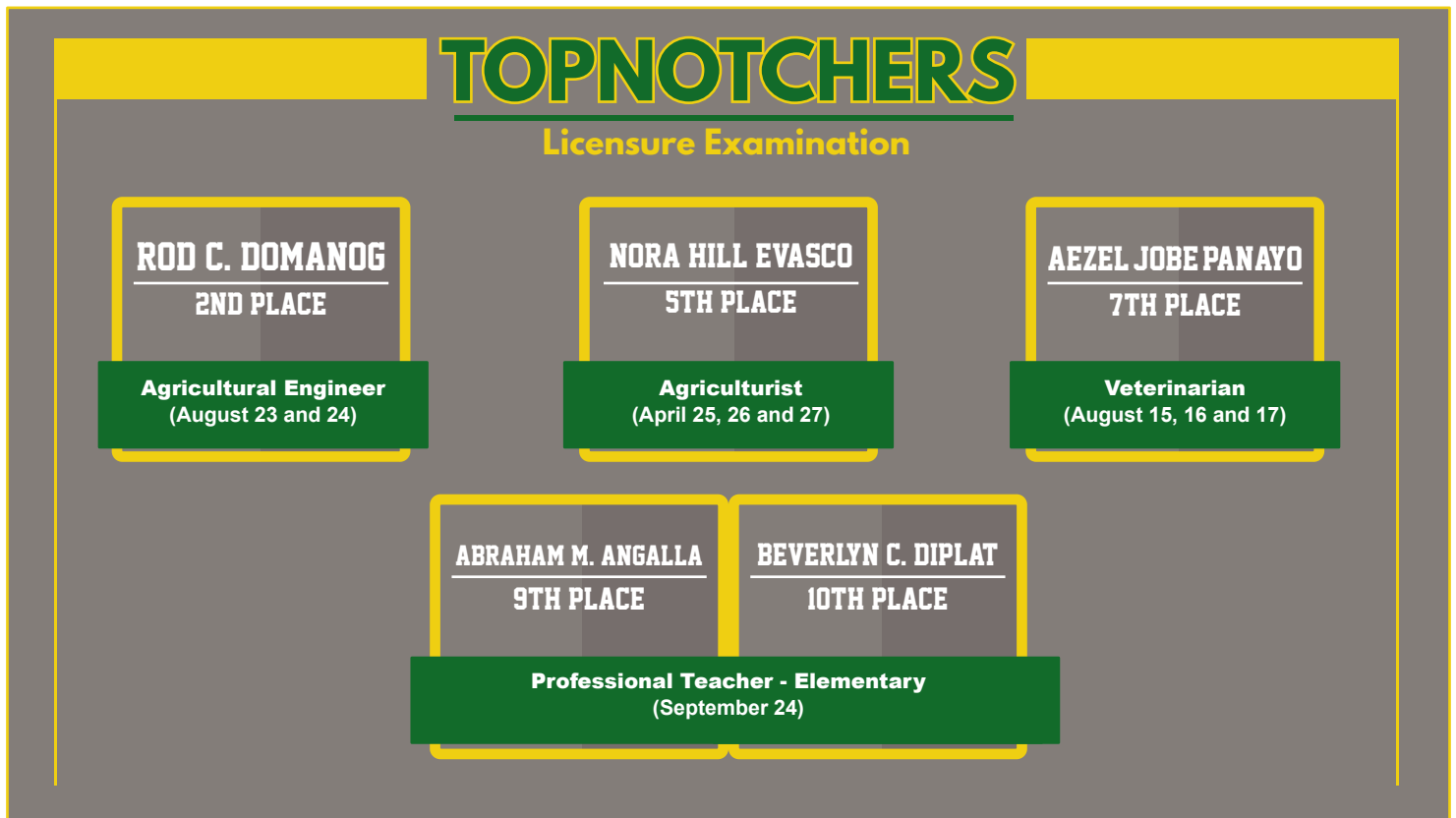


Figure 6 and 7 show a comparison of the institutional and national passing rates in the licensure examinations in 2017. First time takers' performance is presented in Figure 6 and the overall performance is presented in Figure 7. The actual number of takers and passers are shown on Table 4.

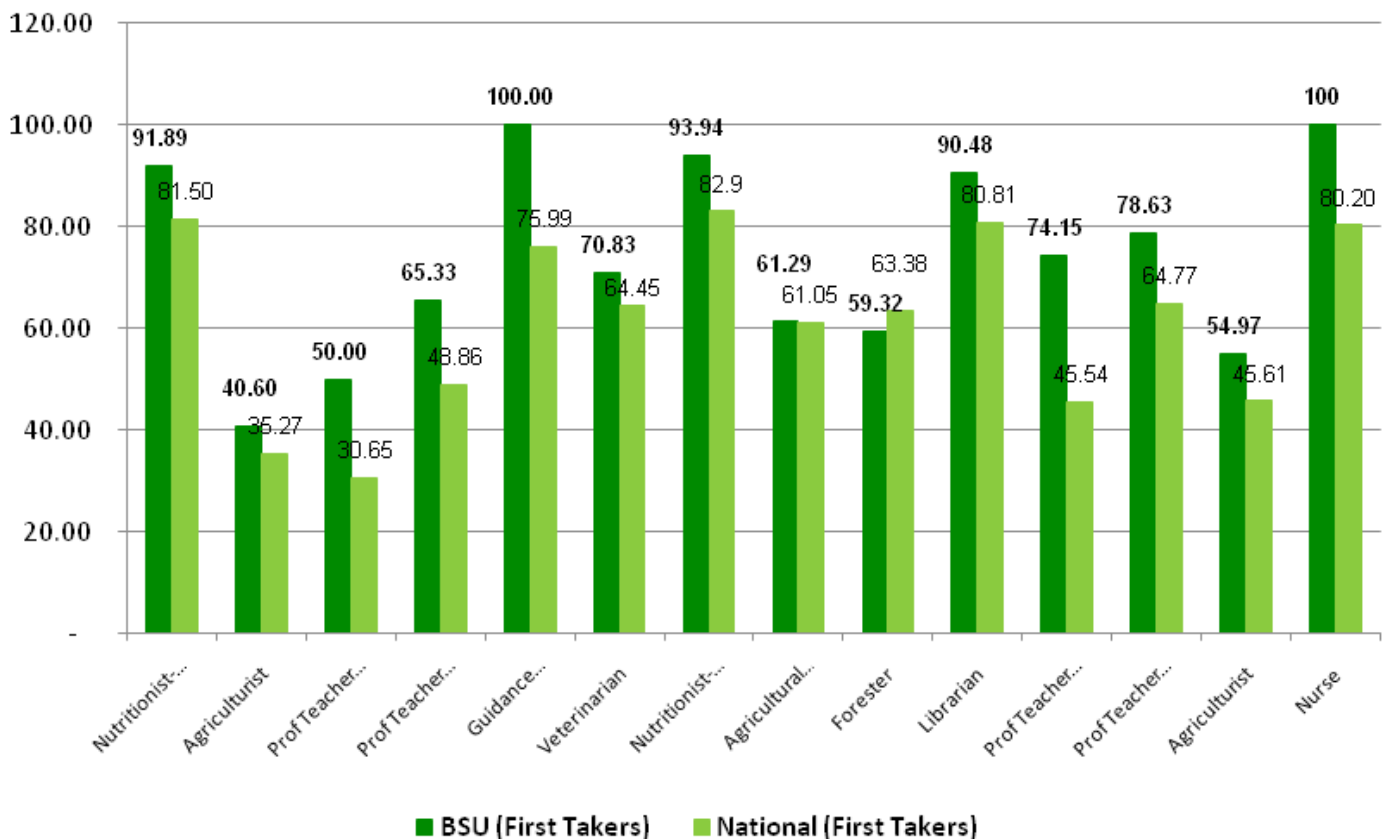


Figure 6. Institutional and national passing rates for first time takers in the different licensure examinations in 2017

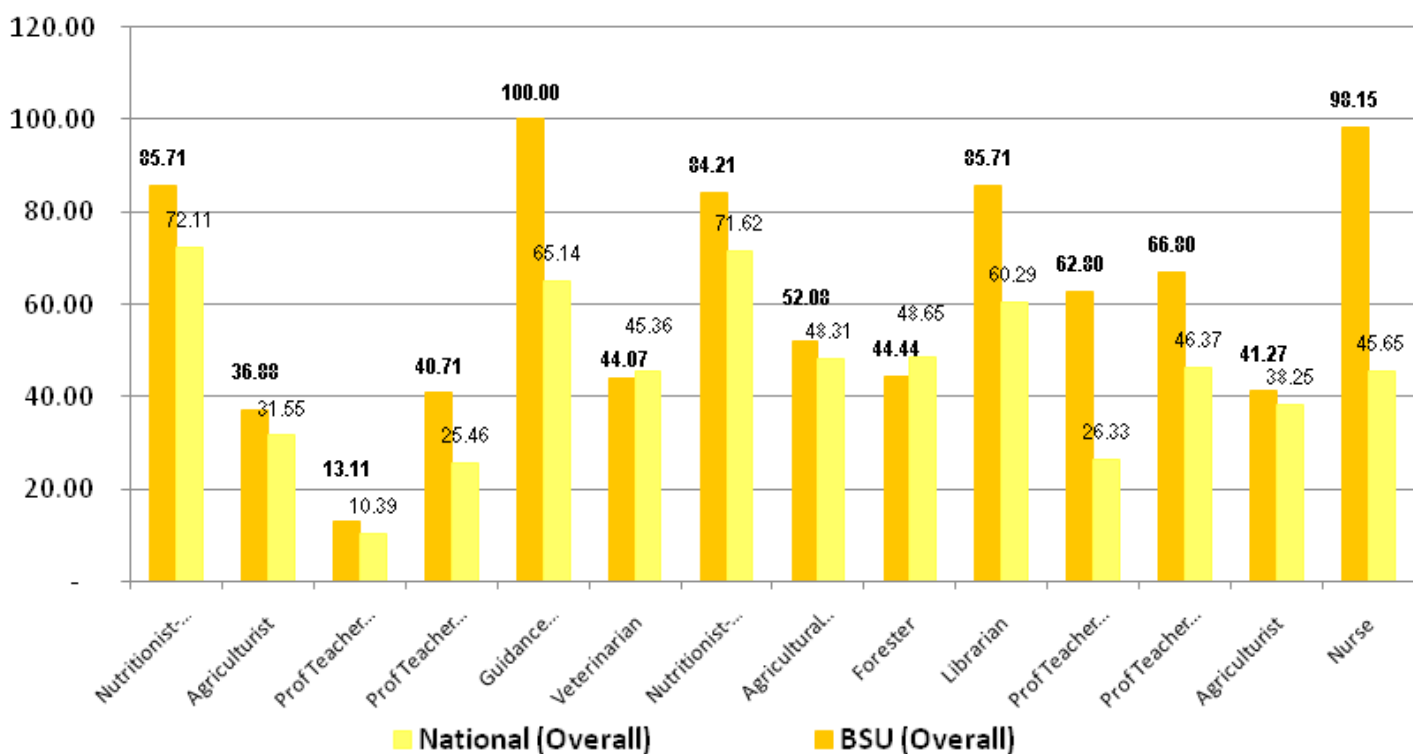


Figure 7. Overall institutional and national passing rates in the different licensure examinations in 2017

Table 4. Performance of graduates in the different licensure examinations

Profession	Date of Examination	Campus	BENGUET STATE UNIVERSITY						NATIONAL	
			First Time Takers			Overall			First Time Takers (% Passers)	Overall (% Passers)
			Takers	Passers	% Passers	Takers	Passers	% Passers		
Agriculture, Forestry, Fisheries										
Agriculturist	April 25-27	Buguias	8	0	0.00%	8	0	0.00%	35.27%	31.55%
Agriculturist		La Trinidad	226	95	42.04%	312	118	37.82%	35.27%	31.55%
Forester	September 12-13	La Trinidad	59	35	59.32%	108	48	44.44%	63.38%	48.65%
Veterinarian	August 15-17	La Trinidad	24	17	70.83%	59	26	44.07%	64.45%	45.36%
Agriculturist	November 28-30	Buguias	2	0	0.00%	4	1	25.00%	41.27%	38.25%
Agriculturist		La Trinidad	151	83	54.97%	228	104	45.61%	41.27%	38.25%
Education, Science and Teacher Training										
Professional Teacher (Elem)	March 26	La Trinidad	4	2	50.00%	36	5	13.89%	30.65%	10.39%
		Bokod	2	1	50.00%	11	2	18.18%	30.65%	
		Buguias	2	1	50.00%	14	1	7.14%	30.65%	
Professional Teacher (Elem)	September 24	La Trinidad	173	133	76.88%	27	3	11.11%	45.51%	26.33%
		Bokod	16	10	62.50%	5	1	20.00%	45.51%	
		Buguias	16	9	56.25%	13	1	7.69%	45.51%	
Professional Teacher (Sec)	March 26	La Trinidad	71	49	69.01%	186	89	47.85%	48.86%	25.46%
		Bokod	2	0	0.00%	16	2	12.50%	48.86%	
		Buguias	2	0	0.00%	24	1	4.17%	48.86%	

Table 4. Performance of graduates in the different licensure examinations

Profession	Date of Examination	Campus	BENGUET STATE UNIVERSITY						NATIONAL	
			First Time Takers			Overall			First Time Takers (% Passers)	Overall (% Passers)
			Takers	Passers	% Passers	Takers	Passers	% Passers		
Education, Science and Teacher Training										
Guidance Counselor	August 2-3	La Trinidad	1	1	100.00%	2	2	100.00%	75.99%	65.14%
Engineering, Technology and IT										
Agricultural Engineer	August 23-24	La Trinidad	31	19	61.29%	48	25	52.08%	61.05%	48.31%
Medical and Allied										
Nutrition and Dietetics	March 15-16	La Trinidad	37	34	91.89%	42	36	85.71%	81.95%	72.11%
Nutrition and Dietetics	August 20-21	La Trinidad	33	31	93.94%	38	32	84.21%	82.90%	71.62%
Nurse	November 25-26	La Trinidad	53	53	100.00%	54	53	98.15%	80.20%	45.65%
Other Fields										
Librarians	September 19-20	La Trinidad	21	19	90.48%	28	24	85.71%	80.81%	60.29%

D. Student Award

Students of the University have garnered various awards in different national, regional, and local competitions. Awards are for skills competitions sponsored by national and regional scientific and professional organizations and private companies.

A summary showing the distribution of awards garnered by the students is presented in Figure 8.

Ten Outstanding Student of the Philippines 2017 National Finalists



Mr. John Oliver E. De Vera
BSDC



Mr. Mark Neil B. Pageet
BSE



**College of Veterinary
Medicine
Rodeo Team**

**Tanay Rodeo Festival and Kannawidan Rodeo
Festival Overall Champion 2017**



Team ConfiHealth

Unilab Foundation's Ideas Positive (with Php 100,000 grant for project implementation)



BSHRM Students

DA-BAR Cookfest Competition Champion (with 1M Php Product Development Fund)



**Ms. Chandrika Pyns D. Ambat,
BSE**

Association of Universities of Asia and the Pacific Student English Speech Competition (Top 11)



**Mr. Gabriel Tugbo
BPA**

Ayala Young Leaders' Congress Finalist

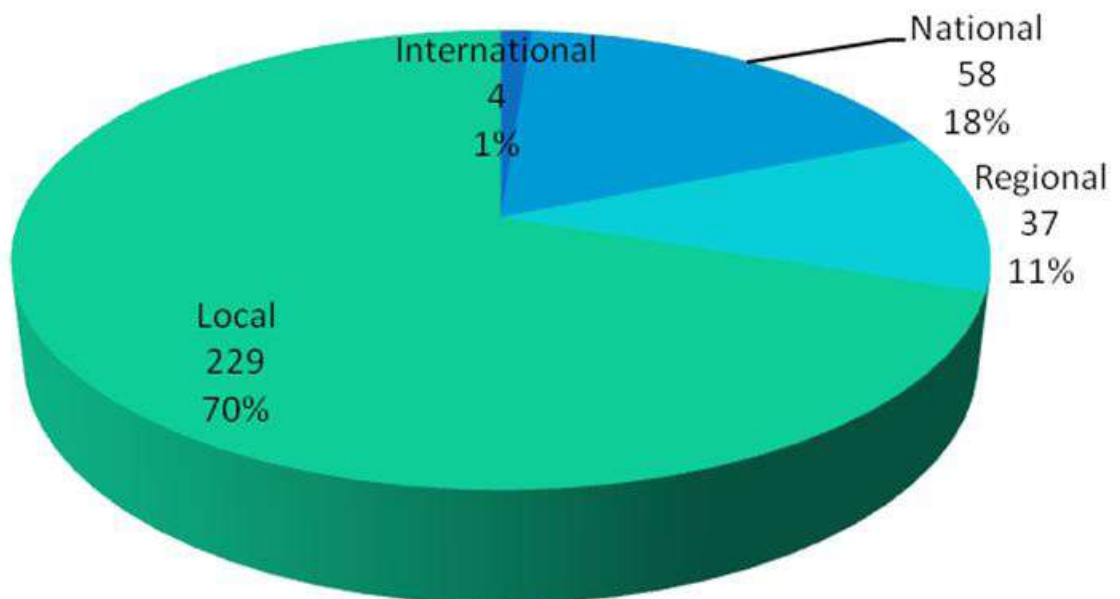


Figure 8. Distribution of awards received by students.

E. Student Scholarships and Free Tuition 2017 Implementation

There are three types of scholarships and grants that are available to the students in the University. These are the BSU-based Grants, Other Government Scholarships and Grants, and Private-Sponsored Scholarships and Grants.

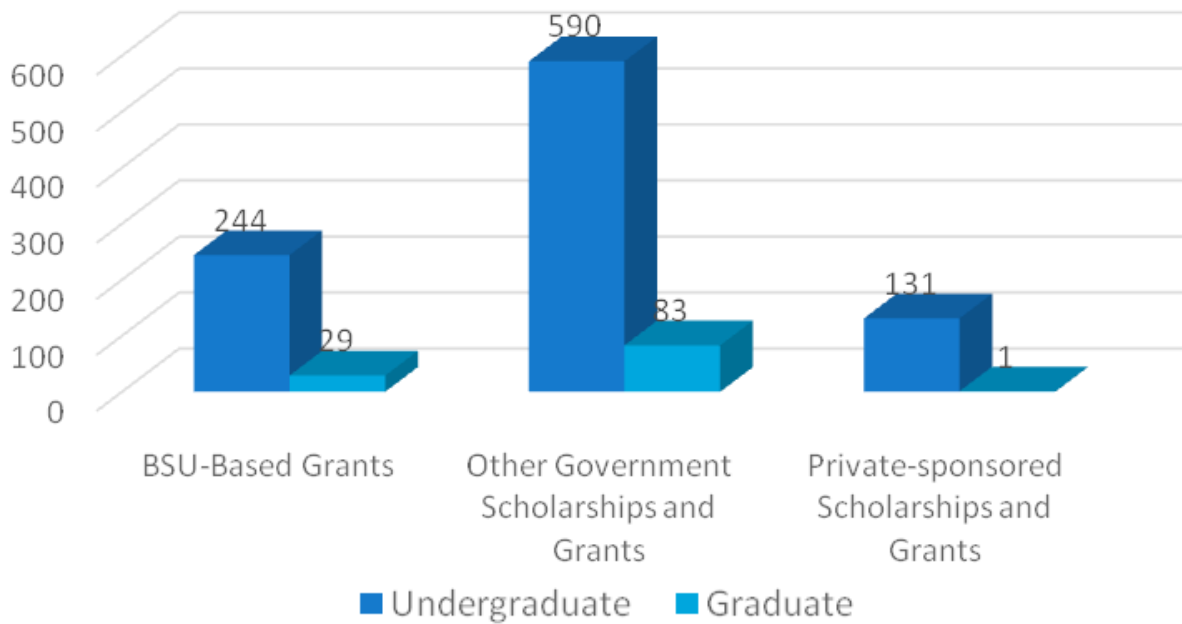


Figure 9. Distribution of recipients of scholarships and grants

The Free Tuition 2017 Program was implemented starting first semester of SY 2017-2018. A total of 5,108 students benefited from the program with 62,203 academic units. The total amount of tuition fees collected from the Commission on Higher Education for the semester was PhP 14,556,195.00. The summary per campus is presented in Table 5.

Table 5. Distribution of beneficiaries from the Free Tuition 2017 per campus

Campus	No. of Students	Total Cost of Tuition Fees
La Trinidad	4,584	13,283,295.00
Bokod	240	656,000.00
Buguias	284	626,900.00

F. Student Development

In order to help in the development of the students, they are encouraged to participate in various seminars/trainings that are conducted both outside and within the University.

The Office of Student Services (OSS) conducts regular activities for the students that would help in the improvement of their leadership and interpersonal skills, and gain knowledge on time management and personal order, which are all helpful while they are still in the University and after they graduate.

Students are also encouraged to attend seminars, trainings, and or conventions that are sponsored by international, national and regional scientific and professional organizations and/or private companies. The distribution of trainings/conferences attended by students is presented in Figure 10.

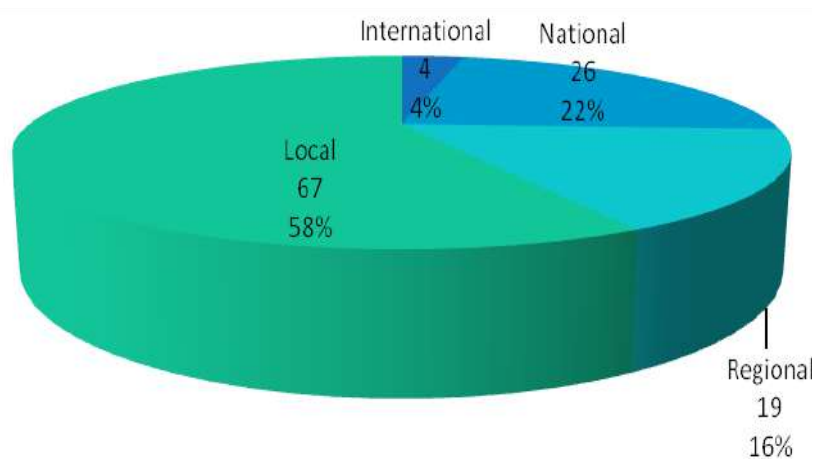


Figure 10. Distribution by level of trainings/conferences attended by students

III. Faculty

A. Faculty Profile

The University has a total of 358 faculty members holding plantilla positions; 300 at La Trinidad, 21 at Bokod, and 37 at Buguias Campus.

Of the faculty members who are holding permanent positions, there are 40 who are full-fledged professors. Majority (127), however, hold Instructor positions. In terms of highest educational attainment, there are 123 faculty members who are Ph.D. degree holders, 213 are MS/MA degree holders, and only 22 are BS/BA degree holders (Figure 11).

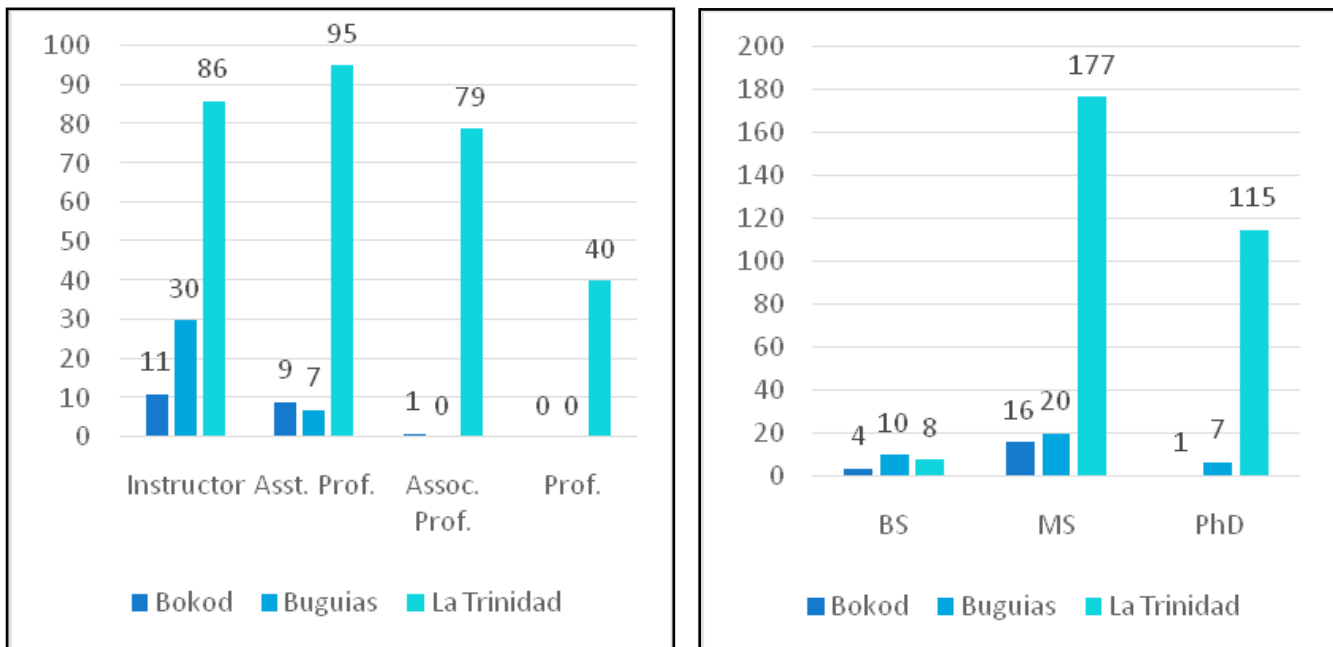


Figure 11. Distribution of faculty members by position and highest educational attainment (as of December 31, 2017)

B. Faculty Development

In order to improve and/or maintain the University's faculty profile in terms of educational qualifications, faculty members are encouraged to go for advanced studies. There were 6 faculty members who finished their doctorate degrees and 2 finished masteral degrees in 2017. They are:

1	Joanna I. Alafag	PhD Science Education, BSU
2	Ederson G. Bawang	PhD Science Education, DLSU
3	Oliver B. Dominguez	EdD Educational Management, BCU
4	Cynthia T. Lubiton	PhD Language Education, UC
5	Gretchen C. Mangahas	PhD Communication, UPOU
6	Nenita P. Misaen	EdD Educational Management, BCU
7	Liezl Villagracia	Masters in Music
8	Neivalyn B. Labenio	MA Education Administration and Supervision

The total number of faculty members who has taken units for advanced degrees in various universities in the country and abroad is 125. For those studying abroad, one is in Australia (Monash University), one in the Netherlands (Wageningen University), and one in the United States of America (Lousiana State University). Almost all of them have their advanced studies for their doctoral degree (109) and the rest are on their masteral degree (16).

Majority pursued their advanced studies at the Benguet State University (36), Saint Louis University (17), and Don Mariano Marcos Memorial State University (16), A total of 21 are pursuing their advance degrees in various campuses of the University of the Philippines (UPLB -11, UPD-4, UPM-3; UPOU-3).

C. Faculty Awards

Faculty members of the University are recognized for their accomplishments in instruction, research and extension. Some of the notable awards received by faculty members from other institutions or organizations are as follows:



JANET S. LUIS

Philippine United States Research Exchange (PURE) Grant
United States Agency for International Development (USAID)
March 9, 2017 at the Marriot Hotel Manila, Pasay City



SHERILYN BALAURO

2016 Most Outstanding Nutritionist
Nutritionist -Dietitian Association of the Philippines
March 9, 2017 at the Marriot Hotel Manila, Pasay City



MARY ROSE CATAPANG

3rd Best Oral Presentation
Restoration of Ecology Society of the Philippines National
Conference on May 24 -27, 2017



KARA PANOLONG

Young Research Scholarship Award
Global Research and Development Services Conference
October 11-12, 2017 at Flora Grand Hotel, Dubai,
United Arab Emirates



VERNA LACANLALE

Best Paper Award
PNEE and TAU
October 24 - 26, 2017
Tarlac Agricultural University



REX JOHN BAWANG

Best Paper
Putrajaya International Conference on Sport Science, Fitness and
Health (PICOSH) October 28 -29, 2017 at Hotel Bangi,
Putrajaya, Malaysia

D. Participation to Seminars/Trainings

In order to supplement the faculty member's professional growth, the University gives support to their participation to different trainings whether at the international, national, regional, and local levels.

A total of 687 seminars, conferences, and conventions were attended to by University faculty members. Majority have attended local (310) seminars, conferences, and conventions. This is followed by National (244), Regional (94), and International (39).

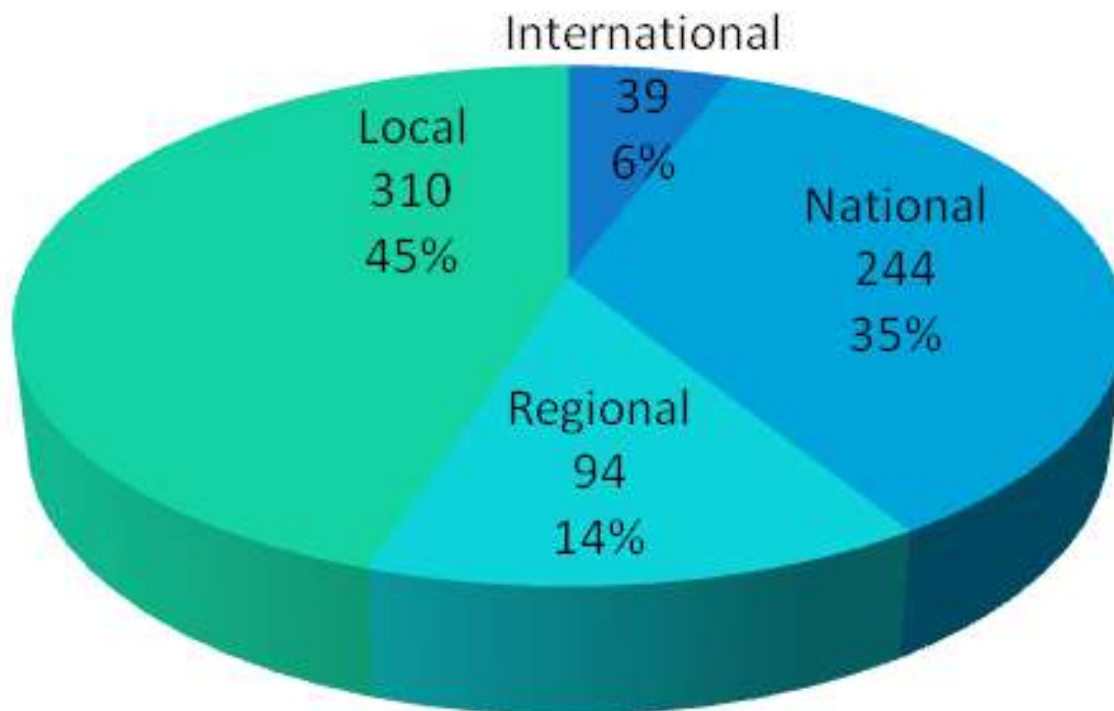


Figure 12. Distribution of Conferences, Trainings and Conventions attended by Level

V. Auxilliary Services

A. Registrar Services

The Office of the University Registrar (OUR) released various documents requested by students and other clientele. The distribution of which is presented in Figure 13.

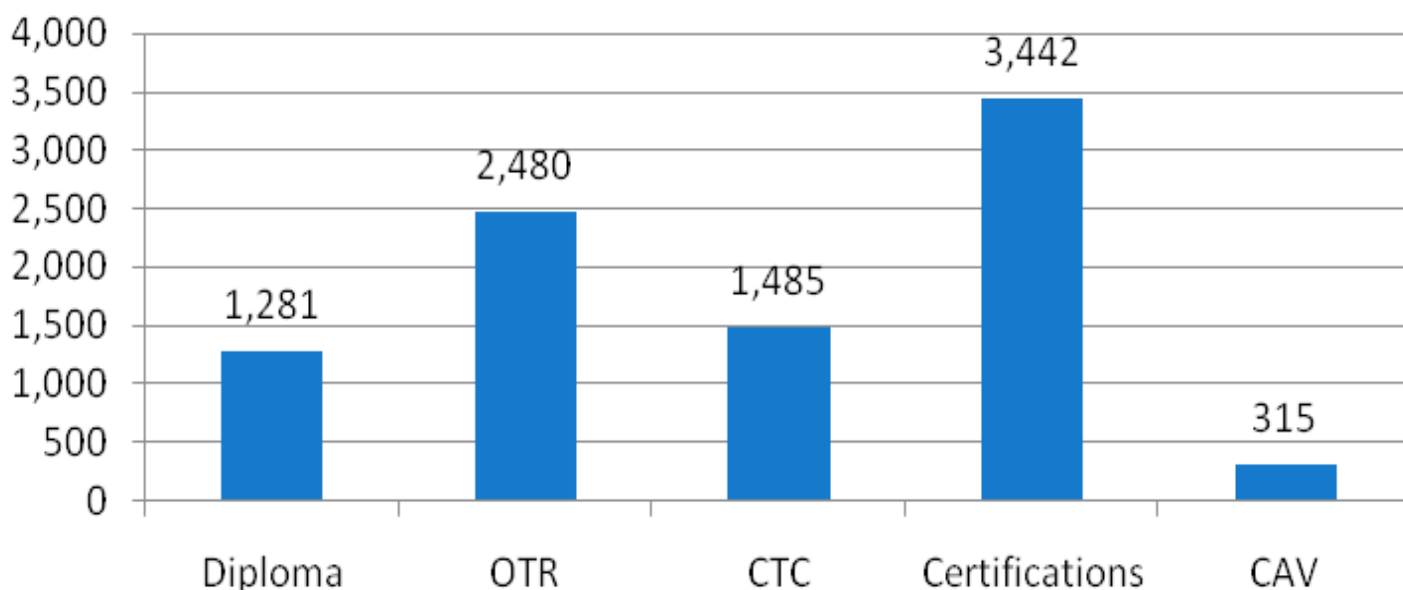


Figure 13. Distribution of documents released by the OUR (OTR – Official Transcript of Records; CTC – Certificate of Transfer Credential)

B. Health Services

Table 7. Number of clients served by the University Health Services (UHS)

MEDICAL ACTIVITY/SERVICES	TOTAL SERVICES
Consultations	2,359
Follow-up	376
Referrals	150
Patient's Education	2,848
Physical Examination	3,556
Medical Slips for Enrolment	1,446
Medical certificates issued	3,752
Clearances signed	135
BP taken	3,562
Laboratory Exams	299
Dental	347
TOTAL	18,830

C. Student Services

The Office of Student Services (OSS) facilitated the conduct and/or participation of students (elementary, secondary, and undergraduate students to a total of 180 activities within or outside of the University. The office also assisted in the application procedure and submitted application documents of Ms. Rhea May P. Balbuena, BSE and Ms. Jocelyn P. Oligo, BPA for the Global Youth Leadership.

Table 8. Other activities of the office are as follows

1. Facilitation/conduct of Examinations	
a.	BSU CQE
	Freshmen
	Transferees
b.	ELS Entrance Examination
c.	SLS – JHS Entrance Examination
d.	SLS – SHS Entrance Examination
e.	personal test
f.	Full battery test (ability, personality, interest, projective test)
	SLS – JHS
	College Students
2. Psychological tests	834 clients
3. Individual Guidance/Counselling	
a.	Academic
b.	Personal
c.	Socio-cultural
d.	Transferring
4. Student Interview	
a.	Readmission
b.	Leave of Absence
c.	Shifting
d.	Withdrawing
e.	Dropping

D. Library and Information Services

- Books processed for transferand metadata encoding: 205 titles
- Processed 200 Titles for purchase / payment
- Current Collections:
 - Titles: 36,318
 - Copies: 56,842
- Book Keywords created: 3000
- Journal Keywords created: 1
- Serials material received: 140

V. Open University

Benguet State University – Open University (BSUOU) is a support mechanism to augment the delivery of Education for All (EFA). It is a distance education mode of alternative action designed to provide opportunities to the masses in pursuing their desired education at their own capacity to learn and capability to earn a quality life.

Through the Open University System, arrangements are made to enable people to learn at the time, place and pace which satisfy their circumstances and requirements. The emphasis is on the opening up of opportunities by overcoming barriers which have often prevented people from gaining access to the training they need.

The Open University System provides courses' flexibility suggesting a learnercentered philosophy giving students the optimum degree of control over their learning with a fair chance of success.



STUDENT DEVELOPMENT

There was an increase of 16.6% in the total number of enrollees from the second semester of school year 2016-2017 to the first semester of school year 2017-2018. The total number of enrollees during the second semester is 297 and 349 students enrolled in the following semester.

Majority (31.37%) of the students are enrolled in the Master in Human Resource Management. The second highest (22.41%) is in the Master in Community Development followed by Master in Community Health Development (18.86%) and Master in Development Communication (17.93%) as shown in Table 9.

Table 9. Total Enrollees per Degree Program

DEGREE PROGRAM	NO. OF ENROLLEES	NO. OF ENROLLEES
	(2ND SEM. S.Y. 16-17)	(1ST SEM. S.Y. 17-18)
MHRM	108	95
MCHD	54	68
MCD	64	81
MDC	48	68
MUM	22	34
MNFE	0	0
MCM	1	1
DTM	0	0
DUM	0	2
TOTAL	297	349

TRAININGS, SEMINARS AND WORKSHOPS ATTENDED

BSU-OU facilitated a thesis writing seminar for thesis writers to advance their knowledge in thesis format and to re-iterate the process and policies placed for thesis defenses.

The table below shows the training, seminar and workshop supported by BSU-OU for its students

Table 10. Training/seminar/workshop supported by BSU-OU

Participant/s	Title of Training/Seminar Attended	Sponsor	Date and Venue
OU Thesis Students	Thesis Writing Seminar	OU	6-Apr-17 OU Conference Hall
MHRM Students	First North Philippine Tourism Forum and Career Fair	Dept. of Tourism-CAR	October 16-18, 2017 CAP-John Hay, Baguio City

GRADUATES

The number of graduates by degree program is shown in Table 6. In total, BSU-OU produced 16 graduates from various programs offered by the unit for the period January – December 2017. Two of its recent graduates-alumni, in the persons of Ms. Kareen Joy S. Macusi and Mr. Siegfried Felipe F. Awichen presented their research during the 32nd University Student Research Congress, Social Research Category on June 27, 2017.



LINKAGES

The MLGP trainings conducted in partnership with ZFF-DOH is shown in Table 8. The MLGP consists of three modules; each module lasts for six months. For the whole year, four (4) trainings were undertaken in CAR, three (3) in Region II and three (3) in Region I.

Table 12. List of MLGP training activities implemented

Program	Participants	Date	Venue
MLGP Meeting Logistics and Training Design	Gomez, Romeo Jr. A., Botengan, Desiree F., Tayaban, Dorris M, Cosi, Fevie B., Kisim, Emill M., Guinaran, Ryan C., Hyde and Ms. Laurence	January 17, 2017	BSU AdCoR

Program	Participants	Date	Venue
MLGP Training Module 1 – Batch 3	Mayors, MHO's – La Union, Ilocos Sur & Pangasinan	January 31 – February 3, 2017	Crown Legacy Hotel
Joint Ceremonial Signing of MOA	BSU, ZFF, DOH RO I, DOH RO II and DOH CAR	February 10, 2017	BSU AdCoR
MLGP Training for Trainers	Kisim, Emill M	March 7-10, 2017	Ramada Hotel, Binondo, Manila
MLGP: Conducted/ Facilitated the Training for Trainers, Version 2 Module 1	Gomez, Romeo Jr. A., Botengan, Desiree F., Tayaban, Dorris M., Cosi, Fevie B., Kisim, Emill M., ZFF and CN personnel	July 13-14, 2017	BSU - Strawberry Hall/ OU
MLGP: Module I: Facilitated the Grounding and Visioning of MLGP Training	Gomez, Romeo Jr. A., Botengan, Desiree F., Kisim, Emill M., Mayors, MHO's – CAR	July 25-28, 2017	Prince Plaza Hotel, Legarda Rd, Baguio City
Facilitated the MLGP meeting: Training Facilitators and Resource Speakers	Gomez, Romeo Jr. A., Botengan, Desiree F., Tayaban, Dorris M., Cosi, Fevie B., Kisim, Emill M., ZFF and CN personnel	August 30-31, 2017	BSU - OU
MLGP Training Module 2 – Batch 3	Guinanan, Ryan C., Gascon, Marian Grace A., Gonzales, Ferdinand P., Salao, BridgitHydee A., Marcos, Mariciano P., Kezia May, Bruno T., Kisim, Emill Local Chief Executives and Municipal Health Officers of Pangasinan, La Union, Ilocos Sur	September 19-22, 2017	Ritz Hotel, Legarda, Baguio City
MLGP Academic Partners Program Implementation Review and Research Learning Session	Kisim, Emill	November 23-24, 2017	Greenhills Elan Hotel, Annapolis St., Greenhills, San Juan City



Research and Extension

I. Publications

Eight (8) research papers were published in various international refereed publications while nine (9) research papers were published in national refereed publications.

Table 1. List of Researches Published in International and National Refereed Journals for 2017

Researcher/s	Title of Paper Published	Journal/Book	Vol./ Issue No./ ISSN/ ISBN Number	Date of Publication
International				
Edgar M. Molintas	Design and Fabrication of a Passive Solar Dryer for Meat Preservation in the Cordillera Region of Northern Philippines	CLSU International Journal of Science & Technology	Vol 2, No. 1 ISSN: 2507-9638	2017
Rochelle B. Belino and Pelin B. Belino	Ecological Solid Waste Management Practices of Households in the City Of Baguio: Basis for an Advocacy Program towards Climate Change Mitigation	International Journal of Chemical, Environmental & Biological Sciences (IJCEBS)	ISSN 2320-4087 Volume 5, Issue 1	2017
Jones T. Napaldet, Inocencio E. Buot Jr	Floral Diversity Assessment of Balili River as Potential Phytoremediators	Journal of Wetlands Biodiversity	Volume 7	2017
Jones T. Napaldet	Morpho-Anatomical Characterization of Benguet Lily (<i>Lilium philippinense Baker</i>)	The Thailand Natural History Museum Journal	Volume 11, No. 2	2017
Roscinto Ian C. Lumbres, Sung-Hyun Joo, Sung Cheol Jung	Evaluation of stem taper models fitted for Japanese cedar (<i>Cryptomeria japonica</i>) in the subtropical forests of Jeju Island, Korea	Forest Science and Technology	Volume 13, 2017 - Issue 4	2017

Researcher/s	Title of Paper Published	Journal/Book	Vol./ Issue No./ ISSN/ ISBN Number	Date of Publication
Elizabeth A. Lascano, Apler J. Bansiong	Five-Year Licensure Examination Performance of Library and Information Science Graduates	Asian Journal of Contemporary Education	Vol. 1, No. 1, 1-9	August 2017
Lynn Talkasen, Myeong Jun Kim, Dong Hyeon Kim, Geun Kim Dong, Hee Lee Kwan	Tree Height Estimation of <i>Pinus densiflora</i> and <i>Pinus koraiensis</i> in Korea with the Use of UAV-Acquired Imagery	Journal of Forest and Environmental Science	ISSN:2288-9752 Volume 33, No. 3	August 2017
Gretchen Gaye C. Ablaza	Gender and Development Issues among College Students in La Trinidad- An Analysis	Korean Public Administration Forum	Vol/Iss 154	2017
National				
Belinda A. Tadawan, Hilda V. Palaes	Phenotypic Variation of Snapbean Varieties for Water Stress Tolerance in the Philippine Highlands	Journal on Food, Environment, Engineering & Technology	(Volume 1, No.1, 2017 ISSN 2599-4123)	Nov-17
Marissa R. Parao, Janet P. Pablo, Amparo M. Wagan, Jose Nestor M. Garcia, Simplicio M. Medina	Climate Change Vulnerability in Selected Highland Areas of Benguet: An Application of VAST- Agro Tool	Mountain Journal of Science and Interdisciplinary Research	ISSN 0117-5297	September 2016-March 2017
Dante M. Miguel	Implementation of Inclusive Education in the Cordillera Administrative Region	Mountain Journal of Science and Interdisciplinary Research	ISSN 0117-5297	September 2016-March 2017
Leoncia L. Tandang	Development and Evaluation of NSIC-Approved Improved Varieties of Bush and Pole Snap Beans (<i>Phaseolus vulgaris</i> L.) for Commercialization in Northern Philippines	Mountain Journal of Science and Interdisciplinary Research	ISSN 0117-5297	September 2016-March 2017
Lani R. Sito	Employment Skills: Implications for Instructional Enhancement and Student Development	Mountain Journal of Science and Interdisciplinary Research	ISSN 0117-5297	September 2016-March 2017
Tecah C. Sagandoy	Ragpat: Prayer for the Dead and Quest for Transcendence	Mountain Journal of Science and Interdisciplinary Research	ISSN 0117-5297	September 2016-March 2017
John G. Tacloy	Propagation Trials with Application of Pre-Germination Treatments and Rooting Hormones to Stem Cuttings of Beltik (<i>Syzygium subcaudatum</i> (Merr.) Merr.) and Itsa/Tsa-a (<i>Ehretia microphylla</i> Lam.)	Mountain Journal of Science and Interdisciplinary Research	ISSN 0117-5297	September 2016-March 2017
Conrado C. Baoidang, Roberto G. Visco, Wilfredo M. Carandang, Nelson M. Pampolina, Arturo SA. Castillo	Sustainability Assessment of the Production, Decomposition Rate and NPK Content of Litterfall Under the <i>Coffea arabica</i> - Based Agroforestry Systems in Atok, Benguet, Philippines	Mountain Journal of Science and Interdisciplinary Research	ISSN 0117-5297	September 2016-March 2017
Marlene B. Atinyao, Genevieve R. Tabon	Growth Performance of Finisher Broilers Fed with Ration Containing Potato (<i>Solanum tuberosum</i>) Meals as partial Substitute to Corn	Mountain Journal of Science and Interdisciplinary Research	ISSN 0117-5297	September 2016-March 2017

II. Research Paper Presented

A. PAPER AND POSTER PRESENTATION

BSU researchers and faculty presented a total of one 152 researches in various fora within and outside the country.

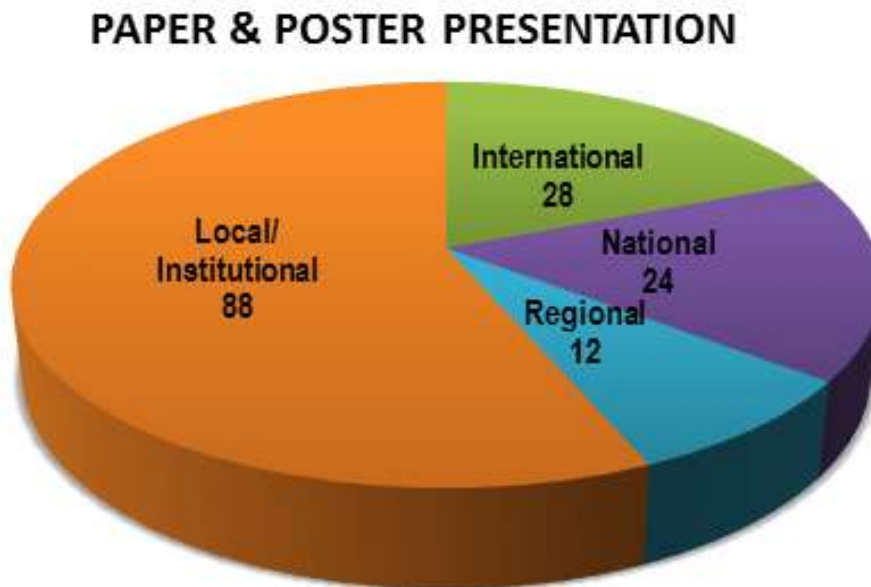


Figure 1. Distribution of research papers presented in international, national, regional and institutional fora

B. University Student Research Congress

A total of 49 researches of students were presented during the 2nd University Student Research Congress held on June 27, 2017 at the Northern Philippine Root Crops Research and Training Center. These researches were selected during the College Research Congress conducted earlier by the different colleges/institutes.

Table 2. Distribution of student research papers presented during the 2nd University Student Research Congress

College/Institute	Category	
	Technical Researches	Social Researches
Graduate		
CA	2	
IPA		3
CAS	1	2
CTE		2
OU		3
Undergraduate		
CTE	1	3
CAS	2	
CHET	3	3
CVM	3	
CA	3	3
CEAT	3	
CF	3	3
CN		3
IHK		3
TOTAL	21	28

III. UTILITY MODELS/COPYRIGHTS/ ISBN/ISSN

The Intellectual Property Rights Office (IPRO) was able to submit twenty-five (25) creations/ compositions in the form of manuals, books, cinematographic works, guidebooks and researches for copyright registration to the National Library of the Philippines. Eleven (11) Utility Model applications were submitted to the Bureau of Patents, Intellectual Property Office. Eighteen (18) publications were submitted for ISBN registration and ISSN registration.

Table 3. List of Copyrights Applied and Registered

Title of Work	Application Number	Type	Name of Author
La Trinidad Valley of Colors	O2017-122	Brochure	Karla Faith B. Ganga-ey, Michelle G. Laruan
Manual in Interior Decoration	Incoming certificate	Manual	Cynthia D. Garambas
Special Topics in Mathematics	Incoming certificate	Manual	Serano L. Oryan
Coursebook in Social Dimensions of Education Professional Education 11	Incoming certificate	Manual	Leonila R. Sito
NPRCRTC Form and Style Guide	Incoming certificate	Manual	Gilda Victoria B. Jacalan
100 Root Crop Recipes	Incoming certificate	Book	Esther T. Botangen, Hilda L. Quindara, Joyce K. Mamo, Dalen T. Meldoz, Betty T. Gayao
Banana Tissue Culture and Production Technology	Incoming certificate	Booklet	Milagrose R. Dumaslan
Management of Potato Bacterial Wilt	A2017-1136	Leaflet	Andres A. Basalong, Grace S. Backian, Jophr L. Galian
Basic Nutrition and Diet Therapy	O2017-2157	Manual	Imelda O. Degay
Nutrition in the Life Stages (Laboratory Manual)	O2017-2158	Manual	Imelda O. Degay
Nutritional Assessment (Lecture Manual)	O2017-2160	Manual	Imelda O. Degay
Nutritional Assessment (Laboratory Manual)	O2017-2159	Manual	Imelda O. Degay
Publications Writing and Editing (DevC 121)	O2017-2154	Manual	Christine Grace S. Fuchigami and Paul Joseph A. Nuval
Drunkard Guy Flowers Bloom	O2017-2148	Song	Jerry Landacan
Flowers Bloom	O2017-2149	Song	Jerry Landacan
Mahiwagang Biyaya	O2017-2150	Song	Jerry Landacan
Naragsak Takonto Amin	O2017-2151	Song	Jerry Landacan
Para en sak en koma din layad mo	O2017-2152	Song	Jerry Landacan
The Ballad of SAF 44	O2017-2147	Song	Jerry Landacan
Associated Knowledge on Conservation and Production of Arabica Coffee in Mt. Province	A2017-1137	Booklet	Belinda A. Tad-awan, Valentino L. Macanes, Von Y. Amado
Compendium of Arabica Coffee Diseases in Mountain Province	O2017-2162	Booklet	Valentino L. Macanes, Lome S. Barrozo, Von Y. Amado and Lome S. Barrozo
Metamorphosis and Abstracts of Entomology at Benguet State University	O2017-2153	Book	Lita M. Colting
Manual in HE 120B (Research in Home Economics)	O2017-2161	Manual	Cynthia D. Garambas
Gendered Responses in Organic Agriculture: Decision Making, Discourses, and Engagements in Organic Farming in Two Communities of Benguet	O2017-2155	Leaflet	Ruth S. Batani, Leila P. Bologuey, Christine Grace S. Fuchigami, Faith H. Belingon
Production and Processing of Orange Fleshed Sweetpotato Varieties	O2017-2156	Booklet	Ines C. Gonzales, Hilda L. Quindara, Esther T. Botangen, Isidro A. Awal and Arlene B. Bautista

Table 4. List of Utility Model Applications

Utility Models	Inventor	Application Number
Composition of Fruit Flavored Sweetpotato Canned Products	Ines C. Gonzales, Hilda L. Quindara, Isidro A. Awal	22017000951
An Acceptable Composition for Preparing Camote Haleya	Esther T. Botangen, Joyce K. Mama-o, Ines C. Gonzales	2017000261
An Acceptable Composition for Preparing Camote Hopia	Esther T. Botangen, Joyce K. Mama-o, Ines C. Gonzales	2017000262
Composition of Making Chips Enriched with Vegetable and Root Crops	Violeta B. Salda, Jofrey Bayating	2017000260
Process of Making Chips Enriched With Vegetables and Root Crops	Violeta B. Salda, Jofrey Bayating	2017000263
A Method of Producing Instant Noodles Enriched with Indigenous Vegetables	Edralyn B. Agatlaio, Kimberly U. Balangue, Angel T. Sorano, Ana Prestine J. Ulat, Sherilyn B. Balauro	22017000081
A Process for Making Mixed Vegetable Pickles and the Composition produced thereof	Lesley Dale G. Umayat	22017000950
Process of Making Cinnamon Enriched with Vegetables and Root Crops	Lesley Dale G. Umayat	22017000954
Composition of Making Cinnamon Roll Enriched with Vegetable and Root Crops	Violeta B. Salda, Jofrey Bayating, Estella Aniban, Jennilyn Darcio	22017000953
Composition of Making Pandecoco Bread Enriched with Vegetable and Root Crops	Violeta B. Salda, Jofrey Bayating, Estella Aniban, Jennilyn Darcio	22017000949
Process of Making Pandecoco Enriched with Vegetables and Root Crops	Violeta B. Salda, Jofrey Bayating, Estella Aniban, Jennilyn Darcio	22017000952

Table 5. ISBN / ISSN Registered Application

Title of Publication/ Proceedings	ISBN/ ISSN	Type	Name of Author
Varieties of Bush Snap Beans and Garden Pea for Organic Production in the Philippines	978-971-006-211-9	Booklet	Leoncia L. Tandang
International Conference on Food, Environment and Culture	2546-0420	Monograph	
NPRCRTC Form and Style Guide	978-971-006-210-2	Manual	Gilda Victoria Jacalan
Basic Nutrition and Diet Therapy	978-971-006-212-6	Manual	Imelda O. Degay
Nutrition in the Life Stages (Laboratory Manual)	978-971-006-214-0	Manual	Imelda O. Degay
Nutritional Assessment (Lecture Manual)	978-971-006-213-3	Manual	Imelda O. Degay
Nutritional Assessment (Laboratory Manual)	978-971-006-215-7	Manual	Imelda O. Degay
100 Root Crop Recipes	978-971-006-207-2	Book	Esther T. Botangen, Hilda L. Quindara, Joyce K. Mama-o, Dalen T. Meldoz, Betty T. Gayao
A Coursebook in Social Dimensions of Education (Prof Educ 11)	978-971-006-209-6	Manual	Leonila R. Sito
DEVC 121 Publications Writing and Editing Teaching Guide	978-971-006-208-9	Manual	Christine Grace S. Fuchigami, Paul Joseph A. Nuval
Principles and Practices in Distance Education	978-971-006-217-1	Manual	Divina M. Yango
Associated Knowledge on the Conservation and Production of Arabica Coffee in Mountain Province	978-971-006-216-4	Book	Belinda A. Tad-awan, Valentino L. Macanes, Von Y. Amado

Title of Publication/ Proceedings	ISBN/ ISSN	Type	Name of Author
Resilient Varieties of bush Snap bean, potato, sweetpotato, and tomato to drought and waterlogging under greenhouse condition	978-971-006-220-1	Book	Belinda A. Tad-awan,, Charlotte C. Shagol, Esther Josephine D. Sagalla, Olivia G. Kiso, Wincy C. Padilan, Hilda V. Palaes
Compendium of Arabica Coffee Diseases in Mountain Province	978-971-006-218-8	Book	Valentino L. Macanes, Von Y. Amado, Lome S. Barrozo
Production and Processing of Orange Fleshed Sweetpotato Varieties	978-971-006-219-5	Booklet	Ines C. Gonzales, Hilda L. Quindara, Esther T. Botangen, Isidro A. Awall, Arlene B. Bautista
BSU R&D HARVEST Technologies and Products from 100 years of R&D Work	978-971-006-221-8	Book	Research and Extension
Proceedings 1st International Conference on Food, Environment and Culture	2599-4301	proceedings	Research and Extension
Diseases of Strawberry, Mango and Banana	978-971-006-222-5	Book	Asuncion L. Nagpala
Production of Sweetpotato Plant Materials (A Training Manual)	978-971-006-223-2	Manual	Cynthia G. Kiswa and Teresita D. Masangcay

N. CAPABILITY BUILDING

A total of two hundred eight (208) trainings, seminars, and workshops were attended by BSU researchers and staff.

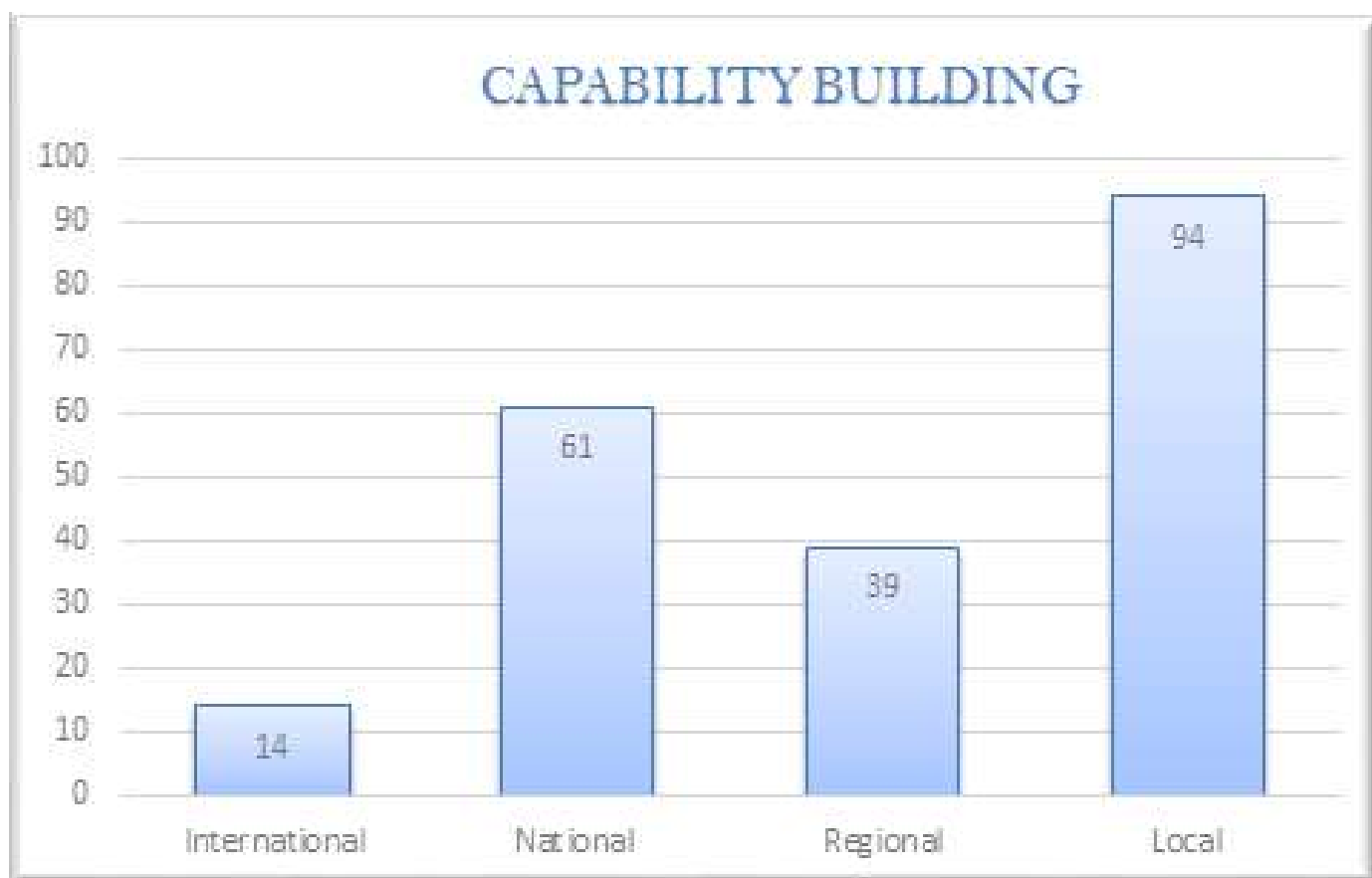
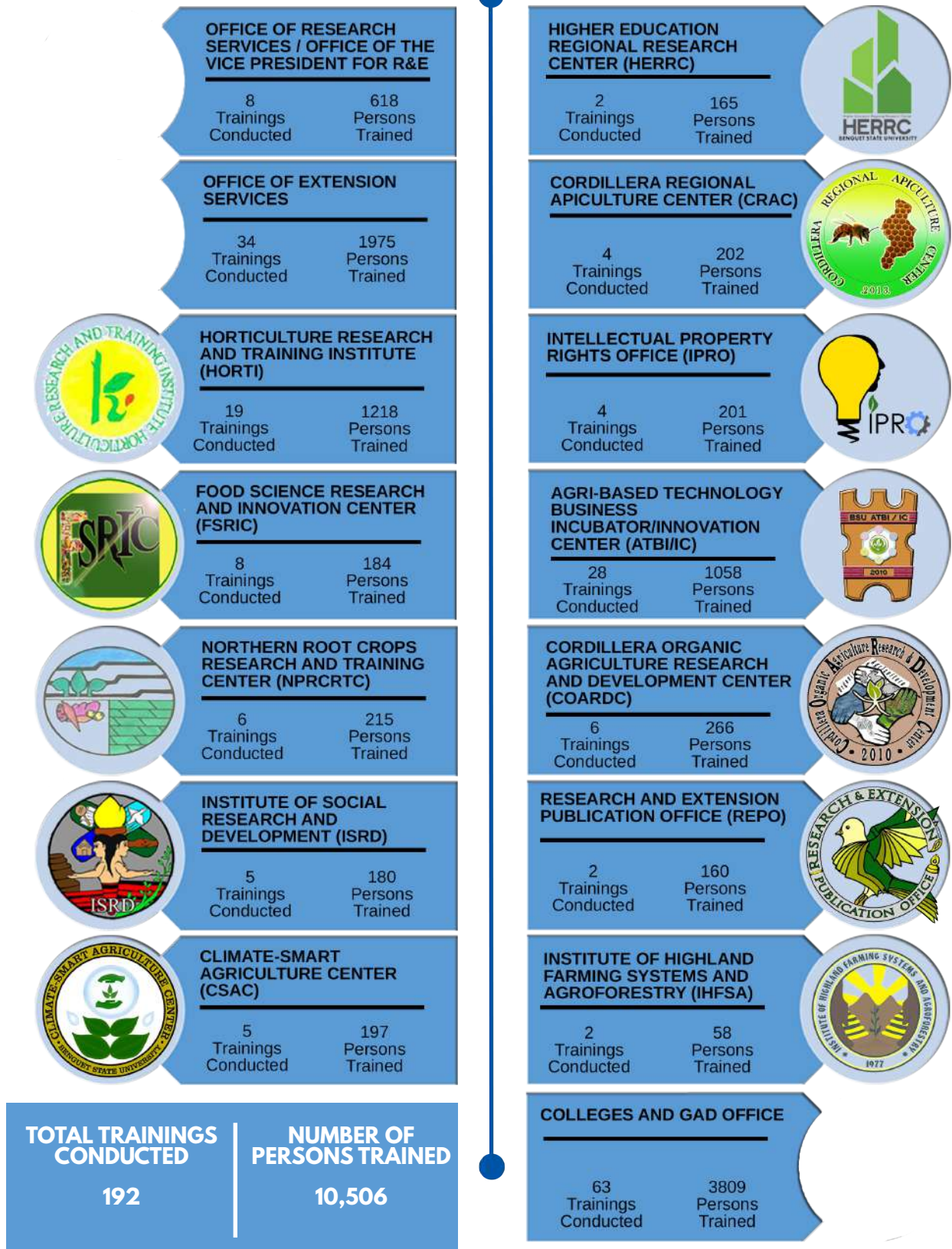


Figure 2. Trainings/Workshops/Seminars Participated/Attended

V. WRITESHOPS/ TRAININGS/ SEMINARS CONDUCTED/ FACILITATED

The R & E centers, institutes, colleges and the GAD office were able to conduct a total of one hundred ninety two (192) seminars/trainings/writeshops/information dissemination activities for the year 2017.

WRITESHOPS/TRAININGS/ SEMINARS CONDUCTED



VI. LINKAGES

Table 6. Linkages

Name of Partner Agency/ Organization	Title/ Type of Project/ Understanding	Duration	Date of MOA Signing/ Approval of MOA/MOU
International			
World Food Programme	Implementation of the project “Building Farmers’ Resilience in Disaster Prone Areas in Bokod and Kabayan, Benguet”	September 2017 - January 2018	July 06, 2017
Research Triangle Institute [RTI]	Implementation of the project Development of Protocols for the Production of Inoculants and Field Application of Atoxigenic Strains of <i>Aspergillus flavus</i> [ASAFs] As Biological Control Agents [BCAs] Against Pre-Harvest of Aflatoxin Contamination of Peanut / Grant Agreement	December 01, 2016 - November 30, 2017	December 01, 2016
Neys-Van Hoogstraten Foundation	Implementation of the project Ecosystem services and dynamics of Ecosystem services and dynamics of indigenous knowledge in harnessing food security and biodiversity conservation in the highlands of Cordillera, Philippines	2017 - 2018	MOA Signed
National			
Commission on Higher Education	Implementation of the following Researches: 1. “R and D Program on Arabica Coffee in the Cordillera Administrative Region (CAR)” 2. “Rediscovery of Underutilized Food Legumes in Benguet and Mountain Province: Germplasm Characterization and Evaluation, Seed Production and Development of Legume-derived Specialty Food Products” 3. “Adoption and Impacts of Drip and Sprinkler Irrigation Systems, and Other Water-Saving Practices for Highland Horticulture” 4. Language Bank of the Cordillera Administrative Region	2017-2019	MOA May-17
Commission on Higher Education • MS Enverga University Foundation • University of Southern Mindanao • Philippine Normal University	Memorandum of Agreement of the project “Investigating the Teaching and Learning of STEAM (Science, Technology, Engineering, Agriculture-Fisheries and Mathematics) in Philippine Higher Education Institutions towards Development of a Lifelong Learning Framework for STEAM Faculties and Students”	2016-2018	MOA May-17
Department of Agriculture - Bureau of Agricultural Research	Establishment of Bio-Organic Waste Production Facility in Support to R & D in BSU, Cordillera Administrative Region	January-December 2017	MOA
	Promotion and Commercialization of Orange Flesh Sweetpotato in Vitamin A Deficiency Areas in Cordillera Region	2 years	Sept. 27, 2017
IAARRD-DOST	Sustainable Nile Tilapia Culture with Challenges Posed by Climate Change	2 years	Approved during the Directors’ Council on November 21, 2017
Philippine Council for Agriculture, Aquatic, and Natural Resources Research and Development (PCAARRD)-DOST	DOST-PCAARRD-BSU Agriculture and Food Technology Business Incubator (Strengthening the BSU-ATBI/IC through Capability Building and Program Enhancement (CaPE))	2 years	Approved by the DOST Executive Committee on August 10, 2017
	Use of Carrageenan Plant Food Supplement [PFS] for Selected Cool-Season Crops [Lettuce, Broccoli, Cabbage, and Strawberry] / Memorandum of Agreement	October 01, 2016 - September 31, 2018	September 27, 2016
	Disaster Risk Reduction of Climate Change Impacts on Agricultural Farms in the Cordillera Administrative Region [CAR] Program / Memorandum of Agreement	September 01, 2017 - August 31, 2019	September 19, 2017

Name of Partner Agency/ Organization	Title/ Type of Project/ Understanding	Duration	Date of MOA Signing/ Approval of MOA/MOU
National Power Corporation (NAPOCOR)	Institution Building for Indigenous People in Itogon Watershed Area with Focus on IKS	3 years	MOA signed
Canlaon Potatoes and Flowers Co.	Research and Extension activities	Valid for one year effective upon signing of both parties One [1] year upon signing of MOA	February 27, 2017
Nueva Ecija University of Science and Technology	Sweetpotato Production and Processing for Rice Farmers of Nueva Ecija Through Community-Based Promotion on Variety Production and Processing of Root Crops / Memorandum of Agreement		June 30, 2017
Cavite State University	Enhancing and Operationalizing Intellectual Property [IP] Management and Business Development Office in Consortia Member Agencies / Memorandum of Agreement	October 01, 2017 - September 30, 2019	October 20, 2017
Kayapa Local Government Unit	Hands-On On-Site Skills Training [HOST] on Strawberry Production / Memorandum of Agreement	Three [3] years upon signing of MOA	April 22, 2015
Regional			
Department of Science and Technology-CAR	Establishment of the Food Innovation Center in the Cordillera Region	March 16, 2015 to March 15, 2018	March 16, 2015
Department of Trade and Industry-CAR	Shared Services Facility	October 7, 2014 to 6 years from execution hereof	October 7, 2014/ Confirmed through BOR Res, No. 2325, s. 2014
Department of Agriculture - Regional Field Office - Cordillera Administrative Region	Implementation of the following Researches: 1. "Conserving and Increasing Productivity and Value of Heirloom Rice in the Cordillera"	2017-2018	Jun-17
	2. Propagation of improved quality plant materials on potato, sweetpotato and yam to enhance production	1 year	Nov. 2017
Commission on Population - CAR	Establishment of the Adivayan Youth Health Center /	Three [3] years upon signing of MOA	April 03, 2017
Local Government Unit of Kibungan and Barangay Palina, Kibungan	Extension Project: Education, Propagation and Conservation of Traditional Food Crops, as Embodiment of IKSPs in Palina, Kibungan	3 years	Aug. 2, 2017
Local Government Unit of La Trinidad	Implementation of Science and Technology Community – Based Farm (STCBF) on Spray Chrysanthemum Production	2 years	MOA
LGU of Bokod, Benguet	Implementation of the Project " Building Farmers' Resilience in Disaster-Prone Areas in Bokod and Kabayan, Benguet	1 year	MOA

Name of Partner Agency/ Organization	Title/ Type of Project/ Understanding	Duration	Date of MOA Signing/ Approval of MOA/MOU
LGU Kabayan, Benguet	Implementation of the Project “ Building Farmers’ Resilience in Disaster-Prone Areas in Bokod and Kabayan, Benguet	1 year	MOA
Barangay Basil, Tublay	Adopt-a-Community Program / Memorandum of Agreement	continuing	
Timpuyog Dagiti Umanamongliti BSU Internal Guarantee System (TUBIGS), Inc.	Contract [BSU and TUBIGS]		June 23, 2017
Diocese of Baguio	Implementation of the “Our Farmers Haven Project”		MOA
Saint Louis School Center, Incorporated	Implementation of the “Students Transformation and Enabling Project”	Three [3] years upon signing of MOA	June 30, 2016

VII. AWARDS

Table 7 shows the faculty and full time researchers who received various awards in the different RDE activities within and outside BSU. Table 8 shows the awards received by students during the 2nd BSU Student Research Congress and the 1st Regional Student Congress.

Table 7. Awards/Recognition Received

AWARDEE/S	TITLE OF AWARD	AWARDING AGENCY/ ORGANIZATION	DATE
Janet S. Luis	Certificate of Recognition as Project Principal Investigator for the project titled, “Development of Protocols for Production on Inoculants and Field Application of Atoxigenix Strains of <i>Aspergillus flavus</i> as Biological Control Agents Against Pre-Harvest Aflatoxin Contamination of Peanut”	USAID, RTI	17-Mar-17
Benguet State University-IHFA	2nd Place, First Kape Pilipino Cupping Competition	Philippine Coffee Board; Coffee Quality Institute; ACDI/VOCA	05-Apr-17
Mary Rose Catapang	3rd Best in Oral Presentation “Factors Affecting Lifestyle and Health Status of Pocket Miners of Benguet”	Restoration Ecology Society of the Philippines	May 24-27,2017
Belinda A. Tad-awan, and Hilda V. Palaes	Best Poster Award 1st Place (Poster presentation)	BPSU R&D Office and PAA, Inc. Central Luzon Tamarind Chapter	November 22-24, 2017
Belinda A. Tad-awan, Nida I. Indongsan, Darwin A. Basquial, Hilda V. Palaes and Joyce D. Mauricio	Best Poster Award 2nd Place (Oral presentation)	Organic Agriculture Society of the Philippines, Inc.	September 18-22, 2017
Belinda A. Tad-awan, Nida I. Indongsan, Darwin A. Basquial, Hilda V. Palaes and Joyce D. Mauricio	Best Paper Award 2nd Place (Poster presentation)	Organic Agriculture Society of the Philippines, Inc.	September 18-22, 2017
John F. Malamug, Editha D. Carlos, Coleman C. Tiw-an, Daisy S. Gudayen	1st Best Paper (AFNR Sector) Alternative Crop Shelter Designs for the Production of High-Value Crops (Lettuce, Broccoli, and Strawberry) in the Highlands	HARRDEC and CIERDEC Research and Development Consortium	October 5, 2017

AWARDEE/S	TITLE OF AWARD	AWARDING AGENCY/ ORGANIZATION	DATE
Janet S. Luis, Anthony E. Glenn, Robert C. Kemerait, Jr., Yolanda B. Angeles, Floresca T. Agustin, Marijo S. Neo-neo, Marjorie P. Colas	2nd Best Paper (AFNR Sector) Atoxigenic Strains of <i>Aspergillus flavus</i> (ASAFs) Collected from Northern Philippines as Potential Biological Control Agents against Pre-harvest Aflatoxin Contamination of Peanut.	HARRDEC and CIERDEC Research and Development Consortium	October 5, 2017
Belinda A. Tad-awan, Hilda V. Palaes	3rd Best Paper (AFNR Sector) Crop Germplasm (Tomato, Snap Bean and Potato) Tolerant to Drought and Waterlogging Evaluated under Greenhouse Conditions	HARRDEC and CIERDEC Research and Development Consortium	October 5, 2017
Constantino T. Sudaypan, Casmir S. Ligat, John D. Dolinas, Jr.	3rd Best Poster (AFNR Sector) Yield Evaluation of Tissue Culture Sweet potato Varieties under Organic Field Condition	HARRDEC and CIERDEC Research and Development Consortium	October 5, 2017
Ines C. Gonzales, Hilda L. Quindara, Esther T. Botangen, Isidro B. Awal	1st Best Paper (Social Sector) Development of Production and Processing technologies on Orange-fleshed Sweet potatoes to Help Address Vitamin A. Deficiency Problem in CAR	HARRDEC and CIERDEC Research and Development Consortium	October 5, 2017
Hilda L. Quindara Ester T. Botangen Ines C. Gonzales Igaro B. Awal	1st Best Paper (Social Category) "Promotion of Production and Processing of Orange-fleshed Sweet potato (OFSP) in Vitamin A Deficiency Risk Areas of Cordillera Administrative Region"	HARRDEC and CIERDEC Research and Development Consortium	October 5, 2017
Bernard S. Tad-awan	2nd Best Paper (Social Category) Quest for Gourmet Mushrooms among Mountain Folks in Benguet and Mt. Province: Their identification and Management	HARRDEC and CIERDEC Research and Development Consortium	October 5, 2017
Carlito P. Laurean, Belinda A. Tadawan, Asuncion L. Nagpala, Ruth S. Batani, Alexander W. Fagyan, Cirilo A. Lagman, Andres A. Basalong, Laudemar L. Luis, Jones T. Limwas, Desiree D. Bartolo	3rd Best Paper (Social Category) Building Farmer's Resilience in Disaster Prone Vegetable Terrace in Atok and Buguias, Benguet Philippines	HARRDEC and CIERDEC Research and Development Consortium	October 5, 2017
Valentino L. Macanes, Belinda A. Tad-awan, Lome S. Barrozo, Von Y. Amado, Joyce D. Mauricio	1st Best Poster (Social Sector) HARRDEC and CIERDEC Regional Symposium	HARRDEC and CIERDEC Research and Development Consortium	October 5, 2017
Rex John G. Bawang	2nd Best Paper (Education Sector) Effects of Corrective Exercises on the Functional Movement screen Scores of Football Athletes	HARRDEC, CHED-CAR	November 14, 2017
Carmelo W. Madinno	1st Best Poster (Education Sector) Math Teaching Readiness of Secondary Mathematics Pre-Service Teacher in the Cordillera Administrative Region	HARRDEC, CHED-CAR	November 14, 2017
Imelda O. Degay	3rd Best Poster (Education Sector) Monitoring Household Salt, Knowledge, Attitude and Practices on Iodine and Iodized Salt Among Day Care Pupils' Caregiver in La Trinidad, Benguet	HARRDEC, CHED-CAR	November 14, 2017

AWARDEE/S	TITLE OF AWARD	AWARDING AGENCY/ ORGANIZATION	DATE
Janet S. Luis, Yolanda B. Angeles, Floresca T. Agustín, Marijo S. Neo-neo, Marjorie P. Colas, Robert C. Kemerait, Anthony E. Glenn, Larry Pierce	1st Best Paper (Technical Category) “Atoxigenic Strains of <i>Aspergillus flavus</i> (ASAFs) Collected from Northern Philippines as Potential Biological Control Agents against Pre-harvest Aflatoxin Contamination of Peanut”	BSU	10-Aug-17
John F. Malamug, Silvestre L. Kudan, Fernando L. Gonzales, Editha D. Carlos, Coleman C. Tiw-an, Daisy S. Gudayan	2nd Best Paper (Technical Category) “Alternative Crop Shelter Designs for the Production of High-Value Crops (Lettuce, Broccoli, and Strawberry) in the Highlands”	BSU	10-Aug-17
Belinda A. Tad-awan, Charlotte C. Shagol, Esther Josephine D. Sagalla, Olivia K. Estangki, Wincy K. Padilan, Hilda V. Palaes	3rd Best Paper (Technical Category) “Greenhouse Evaluation and Selection of Crop Germplasm (Tomato, Snap bean and Potato) for Drought and Waterlogging Tolerance”	BSU	10-Aug-17
Carlito P. Laurean, Belinda A. Tad-awan, Asuncion L. Nagpala, Ruth S. Batani, Alexander W. Fagyan, Cirilo Lagman, Andres A. Basalong, Laudemar L. Luis, Jones T. Limwas, Desiree Bartolo	1st Best Paper (Social AFNR Category) “Disaster Risk Reduction of Climate Change Impacts on Vegetable Terrace in Benguet, Philippines”	BSU	10-Aug-17
Bernard S. Tad-awan, Jimmy A. Wakat, Jefferson P. Camilo	2nd Best Paper (Social AFNR Category) “Quest for Gourmet Mushrooms among Mountain Folks in Benguet and Mt. Province: Their Identification and Management”	BSU	10-Aug-17
Ines C. Gonzales, Esther T. Botangen, Hilda L. Quindara, Isidro B. Awal	3rd Best Paper (Social AFNR Category) “Promotion of Production and Processing of Orange-fleshed Sweet potato (OFSP) in Vitamin A Deficiency Risk Areas of Cordillera Administrative Region”	BSU	10-Aug-17
Divina M. Yango, Almon B. Bokilis, Elizabeth A. Lascano	1st Best Paper (Social Non-AFNR/Education) “Blended Learning Environment: Information and Communication Technology (ICT) Instructional Skills of Pre-service Teachers”	BSU	10-Aug-17
Rex John G. Bawang	3rd Best Paper (Social Non-AFNR/Education) “Capability of the Functional Movement Screen in Predicting Injuries among Athletes: A Review”	BSU	10-Aug-17
Belinda A. Tad-awan, Hilda V. Palaes	3rd Best Poster (AFNR Sector) Agency In-house Review 2017	BSU-Research and Extension	August 9-10, 2017

Table 8. Student research papers awarded during the 2nd University Student Congress and the 1st Regional Student Congress

AWARDEE/S	TITLE OF AWARD	AWARDING AGENCY/OR-ORGANIZATION	DATE
Science and Technology Research Category (Undergraduate)			
Rackielyn B. Piscador Zion Jemillinium S. Tamawen	1st Best Paper Design, Construction and Performance Evaluation of a Coco Peat Block Making Machine	BSU	June 27, 2017
	3rd Best Paper	HARRDEC, CIERRDEC	October 5, 2017
Lloyd Michael B. Lee	2nd Best Paper Morphological Characters, Growth and Yield of Rice (<i>Oryza sativa L.</i>) Entries for Cool Elevated Areas	BSU	June 27, 2017
	2nd Best Paper	HARRDEC, CIERRDEC	October 5, 2017
Regine B. Ducusin Istvan Joe S. Quiamco	3rd Best Paper Design, Fabrication and Performance Evaluation of a Manually Fed Mature Coconut (<i>Cocos nucifera A.</i>) Dehusking Machine	BSU	June 27, 2017
	1st Best Paper	HARRDEC, CIERRDEC	October 5, 2017
Social Research Category (Undergraduate)			
Gryl P. Acos Neil N. Cariño Alfa P. Parista	1st Best Paper Profiling and Vegetative Propagation of Balukok (<i>Microcos philippinensis</i>) (Perkins) Burret	BSU	June 27, 2017
Randolf A. Sabado	2nd Best Paper 'Takumpilleng': Cultural Educator Ventura Bitot Leading the Beat Towards the Conservation of Indigenous Cordillera Music and Dances	BSU	June 27, 2017
	1st Best Paper	HARRDEC, CIERRDEC	October 5, 2017
Sharon R. Contaio Gema G. Alicwas Deborrah L. Bayanes Marline O. Pagnas	3rd Best Paper The Level of Reading Proficiency of Grade 7 students on short story, poem, and expository essay	BSU	June 27, 2017
Science and Technology Research Category (Graduate)			
Virginia Tapat	Best Paper Morpho-genetic Characterization, Diversity Analysis and Evaluation of Rice Landraces in Benguet	BSU	June 27, 2017
	Best Paper	HARRDEC, CIERRDEC	October 5, 2017
Social Research/ Education Category (Graduate)			
Soraya T. Faculo	1st Best Paper Professional Development and Leadership Competence of School Heads in Urban and Rural Areas	BSU	June 27, 2017
	1st Best Paper	HARRDEC, CHED-CAR	November 14, 2017
Mylene T. Caytap	2nd Best Paper Speaking Anxiety: Sources, Coping Mechanisms and Teacher Management	BSU	June 27, 2017
	2nd Best Paper	HARRDEC, CHED-CAR	November 14, 2017

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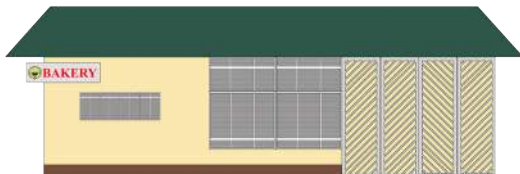
PRODUCTION

University Business Affairs

I. INCOME GENERATING PROJECTS UPDATE

PROJECTS

Revolving Fund 161



Bakery

Total Expenses before Imputed Costs - **6,336,921.17**
 Total Imputed Costs - **275,274.48**
 Total Operating Expenses - **6,612,195.65**
 Surplus for the period - **1,382,888.91**
 Return on Investment - **0.17**



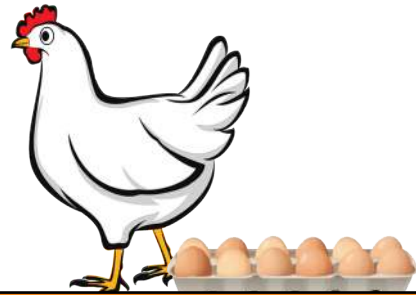
Food Processing Center

Total Expenses before Imputed Costs - **6,840,291.98**
 Total Imputed Costs - **684,949.62**
 Total Operating Expenses - **7,525,241.60**
 Surplus for the period - **1,509,432.94**
 Return on Investment - **0.17**



Benguet Vegetable Processing Center

Total Expenses before Imputed Costs - **975,470.24**
 Total Imputed Costs - **415,209.60**
 Total Operating Expenses - **1,390,679.84**
 Surplus for the period - **(927,745.62)**
 Return on Investment - **(2.0)**



Poultry Project

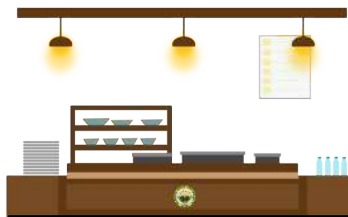
Total Expenses before Imputed Costs - **4,810,876.85**
 Total Imputed Costs - **370,839.70**
 Total Operating Expenses - **5,181,716.55**
 Surplus for the period - **3,499,062.76**
 Return on Investment - **0.40**

Revolving Fund 163



CVM Animal Hospital

Total Expenses before Imputed Costs - **407,037.67**
 Total Imputed Costs - **234,438.26**
 Total Operating Expenses - **641,475.93**
 Surplus for the period - **(26,094.16)**
 Return on Investment - **(0.04)**



BSU Canteen 1

Total Expenses before Imputed Costs - **8,136,852.92**
 Total Imputed Costs - **815,363.75**
 Total Operating Expenses - **8,952,216.67**
 Surplus for the period - **1,242,838.36**
 Return on Investment - **0.12**



Garments Project

Total Expenses before Imputed Costs - **391,503.60**
 Total Imputed Costs - **132,116.80**
 Total Operating Expenses - **523,620.40**
 Surplus for the period - **348,557.16**
 Return on Investment - **0.40**



Gladiola Center

Total Expenses before Imputed Costs - **1,005,956.45**
 Total Imputed Costs - **445,552.50**
 Total Operating Expenses - **1,451,508.95**
 Surplus for the period - **2,810,217.68**
 Return on Investment - **0.66**



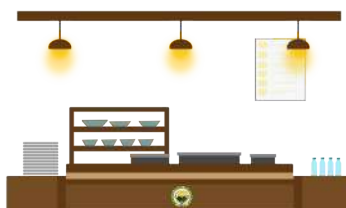
Home Management Executive Guest House

Total Expenses before Imputed Costs - **830,515.90**
 Total Imputed Costs - **280,201.49**
 Total Operating Expenses - **1,110,717.39**
 Surplus for the period - **508,746.00**
 Return on Investment - **0.31**



Marketing Center

Total Expenses before Imputed Costs - **26,908,030.73**
 Total Imputed Costs - **220,047.10**
 Total Operating Expenses - **27,128,077.83**
 Surplus for the period - **(79,997.72)**
 Return on Investment - **(0.00)**



SLS Canteen

Total Expenses before Imputed Costs - **3,468,644.77**
 Total Imputed Costs - **440,963.15**
 Total Operating Expenses - **3,909,607.92**
 Surplus for the period - **29,372.08**
 Return on Investment - **0.01**

GRAND TOTAL

Total Expenses Before Imputed Costs
60,112,102.28

Total Imputed Costs
4,314,956.45

Total Operating Expenses
64,427,058.73

Surplus for the period
10,297,278.39

Return on Investment
0.14

Partnerships for On-the-Job Training (OJT) for students

4 MOAs :

Pangasinan State University (3 students);
Bakun National High School (24 students);
Dalupirip National High School (32 students);
Globe Connect

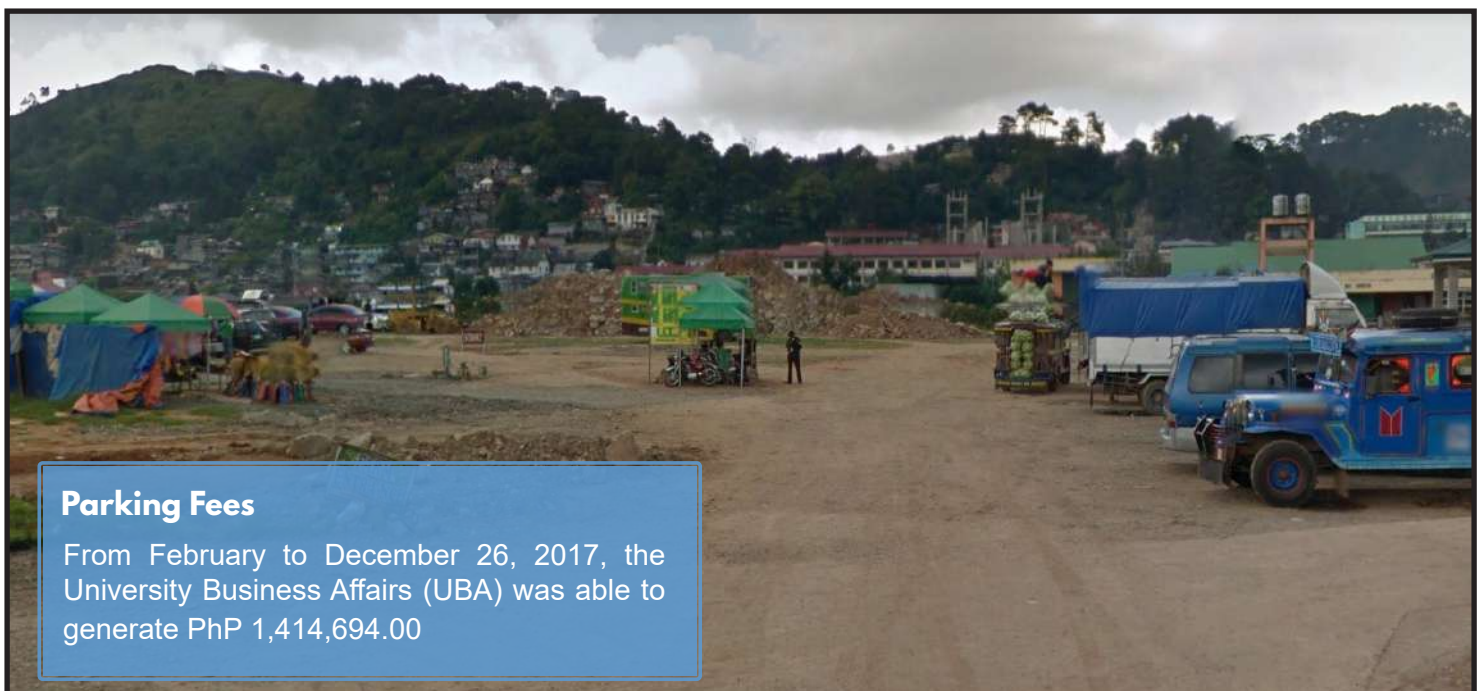
Training and Seminars

All 20 permanent personnel underwent trainings/seminars

FPC: 14 passed NCII and 2 Certificate of Completion

RSDC and SLS Canteen : 20 passed NC II

Month	Parking Fees Collection (PhP)
February	151,180.00
March	118,910.00
April	253,424.00
May	171,780.00
June	107,050.00
July	60,640.00
August	60,370.00
September	64,590.00
October	87,930.00
November	142,910.00
December	195,910.00
TOTAL	1,414,694.00



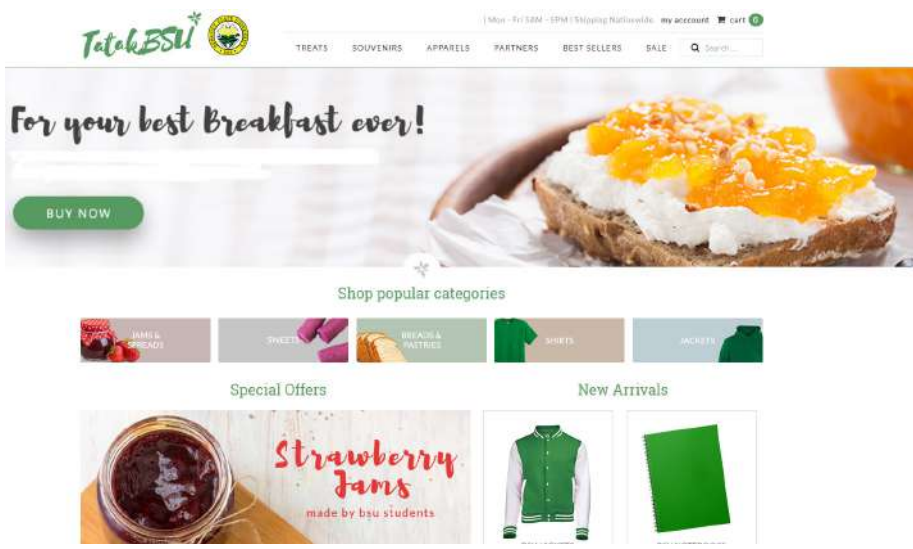
Parking Fees

From February to December 26, 2017, the University Business Affairs (UBA) was able to generate PhP 1,414,694.00

The UBA facilitated the renewal of MOAs with Farmer Co-operators and Sariling Sikap programs at the Strawberry Farm and other leasable properties of the University.

MOAs		Area/ Organization
w/ MOA	w/o MOA	
180	1	Sariling Sikap
236		Farmer Co-operators
47		Orchidarium
85		Backfill Stalls
25		Long term/Strawberry Hotel area
6	2	Backfill Eatery
7	1	Central Balili Stalls
1		Balili Satellite Market (42 members)
22	1	Tabangaoen Stalls
22	1	Dry Goods/Wagwagan





TATAK BSU WEBSITE

The TatakBSU Online store is 100% complete. It can be accessed via www.TatakBSU.com. This online store is part of the marketing strategy being done by the Business Affairs to promote and market BSU food Products and services. It will also cater to local entrepreneurs who need online presence to market their products as well.

TATAK BSU FACEBOOK PAGE

For 2017, the Tatak BSU Facebook Page had a total organic reach of about 100,000 unique users on Facebook which is a good number for promoting BSU products and services. Organic reach is the total number of unique people who were shown a TatakBSU post through unpaid distribution.





ADMINISTRATION & GOVERNANCE

I. Internal Audit Service

This Office has the mandate of Article 27, Chapter VI of the Benguet State University (BSU) Code. The Philippine Government Internal Audit Manual (PGIAM) was developed to guide Internal Auditors in performing their roles. It is divided into two parts:

Part I – Guidelines outlines the basic concepts and principles of internal audit, and the policies and standards that will guide government agencies in organizing, managing, and conducting an effective internal audit.

Part II – Practices contains user-friendly tools, techniques, and approaches in appraising the internal control systems against strategic objectives, and in conducting management and operations audits.

The following were the summary of the output of the IAS for the year:

IAR No.	Activity	Number of Findings	Number of Recommendations	Management Action
2017-1 24-Jan-17	Verification on the collections and deposits of the BSU UBA: Parking fees, Mushroom Project, Food Science Research and Innovation Center (FSRIC) and ICT Printing Services for the year 2016.	Three (3)	Three (3)	Referred to the Chief Administrative Officer for Administration for the compliance with recommendations

IAR No.	Activity	Number of Findings	Number of Recommendations	Management Action
2017-2 6-Feb-17	Implementation of the approved Revised Faculty Workload and Work Hours for the 1st and 2nd semesters SY 2016-2017 and onwards under BOR Resolution No. 2240, series of 2015 on December 3, 2015.	One (1)	Three (3)	Recommendations were implemented as per Accomplishment Report prepared by the Office of the University Registrar for the 2nd Semester SY 2016-2017
2017-03 29-May-17	Correction of subjects with laboratory fee and without laboratory fee which were inadvertently adjusted during the corrections of entries in the Faculty Workload, lecture and laboratory units in the SIAS for the 2nd Semester of SY 2016-2017.	Seven (7)	Seven (7)	Recommendations were fully implemented by the Office of the University Registrar (OUR)
2017-04 20-Jun-17	Assessment with regards to the adequacy of the control framework (governance, risk management, internal controls and monitoring) supporting the data collection through the Point of Sale (POS) and cash handling and safeguarding of assets which are linked with the POS system at the Marketing Center.	Twelve (12)	Seven (7)	Referred to the Vice-President Business Affairs for information and guidance, to facilitate and update implementation of recommendations.
2017-05 18-Aug-17	Issuance of Construction and Office Supplies at the Supply and Property Management Office (SPMO)	Fourteen (14)	Twenty-one (21)	Administrative Division to discuss said report with the President and discuss likewise to SPMO for consideration.
2017-06 3-Aug-17	Findings and Recommendations on pertinent data generated from the Student and Information Accounting System (SIAS) regarding the course offerings, enrollment, assessment of fees, workload, and other related matters for the 2nd semesters SY 2016-2017, summer 2017 and 1st semester 2017-2018.	three (3)	there (3)	The Director of OUR to consider the comments of IAS.
2017-07 14-Aug-17	Observation on the Commission on Audit (COA) issuances of two (2) Notices of Disallowances (NDs) for the Collective Negotiation Agreement (CNA) benefits granted to BSU employees for the calendar years (CYs) 2015 and 2016.	One	Three (3)	Discussed with Legal Office for consideration.

IAR No.	Activity	Number of Findings	Number of Recommendations	Management Action
2017-08 4-Oct-17	Collation and post audit of Disbursement Vouchers (DVs) disallowed by the Commission on Audit (COA) for non-submission including their corresponding documents (SDs) included under Notice of Disallowance (ND) No. 17-011-01; 05; 06; & 07-(04-09) dated July 5, 2017.	Four (4)	Two (2) recommendations with three (3) actions taken	Discussed with Legal Office for consideration and appropriate action.
2017-09 7-Dec-17	Verifications of the Collections, Remittances, and Deposits made by the BSU Marketing Center for November 10-15, 2017.	Three (3)	Two (2)	Discussed with UBA and BSU Marketing Center.
2017-10 12-Dec-17	Verification on the random transactions of the various Income Generating Projects (IGPs) for the period covered from January to December 2017	Fifteen (15)	Two (2)	Discussed with UBA; presently being evaluated as to how it is to be implemented.
2017-11 13-Dec-17	Evaluation of the inventory of finished goods at the BSU Food Processing Center to ascertain compliance with rules and regulations	One (1)	Two (2)	Discussed with UBA; presently being evaluated as to how it is to be implemented.
2017-12 18-Dec-17	Review of the process on implementing the Office Memo No. 41, s. 2015 with regards to the use of buildings and facilities of the university and compliance with regulatory requirements	Six (6)	Seven (7)	Review of the policy contained in the Memo is underway.

Other Accomplishments of the Internal Audit Service (IAS):

Activity	Particulars	Remarks
1	Updated the Agency Action Plan and Status of Implementation (AAPSI) of prior years' COA recommendations.	As of November 30, 2017, 51% of the audit recommendations were implemented.
		The updated Report was forwarded to concerned sectors for their information and guidance.
		A copy was received by the Commission on Audit (COA-BSU) on December 19, 2017.
2	Deliberated and prepared documents for the Internal Audit Service Office for the BSU application for International Standardization of Organization (ISO) 90001:2015 Quality Management System (QMS) Certification.	Prepared ten (10) documents required for the ISO 9001:2015 Quality Management System Certification.
		Formulated Seventeen (17) IAS forms to be used during the entire audit of the systems and procedures/processes designed and implemented by the University.
		Finalization of the other requirements is going on.

II. University Public Affairs Office

Article 24, Chapter VI of the BSU Code enumerates the functions of this Office. Essentially, it is to promote and foster effective and cordial relations between the University and the public to include other agencies.

Information dissemination Activities for the year:

1. Regular release of Shamag, official newsletter of the University; conducted feedback survey to readers.
2. Release of news briefs (mini newsletter) during accreditation.
3. Release of news briefs (mini newsletter) of University activities (HAARRDEC FIESTA, ICFEC).
4. Release/ Uploading of Online Quick Information Dispatch (QID) in BSU website (Jan.- Nov. 2017 – 91 QIDs).
5. Release of print information/ promotional materials:
 - Tarpaulins = Jan-Nov. 2017 = Php 283,177.30;
 - Presentation folders; and
 - Planner.
6. Release of BSU briefers, promotional video, hymnal videos and “ SDE” type of videos.
7. Hosting a photo contest.
8. Hosting of Press Conference.

SHAMAG

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Shamag

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NO-IT-IVE CONDUCTIVITY OF COIN

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NO-CARD DEAS JULY 2017

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NO-GRANCE PAKA TAPU!

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PLANNER

BENGUET STATE UNIVERSITY

2018

BSU registers 53 new nurses, 104 agriculturists

Benguet State University performed well in both the Nurses and Agriculturist Licensure Examination which were conducted on November 2017.

The University obtained a passing rate of 98.15% in the Nurse Licensure Examination which is higher than the national passing rate of 45.65%. BSU also luted as the top 3 performing school nationwide.

A total of 53 out of 54 successfully passed the board exam for nurses in which all (100%) passers are first takers.

The new Registered Nurses are Kyle Sander Albon, Herminia Bastian, Roseanne Anonay, Fedelyn Beltran, Lyra Atalba, Kaycee Jane Bastian, Kaitner Clyde Balanis, Jay Jemae Chano, Krisha Belmore, Sherrydan David, Kathleen Mae Copas, Friedrich De La Pena, Ada Mae Dagay, Elyser Fernandez, Charlene Dizon, Melody Lango, Jolmasa Esdao, Desiree Manengyo, Krisha Faith Garcia, Loverein Medona, Christie Maluta, Tolutani Nasungan, Zerah Balasan, Joniclaris Pang, Karyl Shane Ruiz, Nutsa Mae Vicente, Jhezzyle Apalis, Atwalle Rose Arevalo, Jacille Joy

Crisie, Thealyn Baldasan, Florence Cuyangan, Nid Allan Bancos, Jessica Cuyangan, Laarni Dagay, Grace Dio-ay, Dina Damong, Denmark Gayoso, Ivy Claire Depayso, Jemmerol Diguell, Kathryn Listing, Yvonne Faith Docotero, Eden Grace Mollojon, Joyca Estrada, Diana Pad-eng, Marbelyn Paligan, Mandi Palpal, Jordan Patyang, Daryl Perez, Ghenny Heart Sangao, Kyla Leime Ruiz, Yvonne Wrayan, Sunshine Juha Saguco, and Kneema Coragna Fumokao.

In the Licensure Examination for Agriculturists, 104 out of 124 examinees were successful, registering a passing rate of 45.61%. The national passing rate is 38.25%. There were 104 out of 124 successfully registered as new agriculturists.

NLE Results	LEA Results
BSU Rating 98.15%	BSU Rating 45.61%
National Rating 46.65%	National Rating 38.25%

#GABESU7
#BSUApproved

Motivational speaker Aguinalde graces BSU Christmas celebration

Motivational speaker, Dr. Leonard R. Aguinalde was the guest during the University Christmas celebration on December 21, 2017. The event, held at the BSU gym was themed "BSU ...a team player of the world."

In her talk, Dr. Aguinalde shared to become better employees and humans.

"Our religion should always be to do good and be good—it is a choice and that is the essence of living day by day," said Dr. Aguinalde. In her 30-minute talk, she honored teachers, warned about the disadvantages of too much dependence on technology and

continued to page 6

Accreditation NEWS BRIEF

Volume 1, Issue 1 | Benguet State University | 1st Quarter, August 2017

BSU programs subjected to AACUP accreditation

With the aim to assure quality education among the programs of the University, 17 accreditors from Accrediting Agency of Chartered Colleges and Universities in the Philippines (AACUP) Inc. was housed at Benguet State University on October 4-6, 2017 for a Level II survey visit.

Vice President for Business Affairs and University Officer - In-Charge, Dr. Silvestre K. Aben said during the opening program that

one importance of accreditation is to help an institution determine if its programs meet or exceed the minimum quality standard.

As a rejoinder, Dr. Francis N. Balata, overall coordinator of the survey team said that accreditation is a significant step toward the attainment of the vision of BSU.

"Subjecting the curricular offering of an academic institution to accreditation is a strong manifestation of the commitment of the BSU administration towards its mission", said Balata.

Balata assures that the survey team is composed of well trained and seasoned accreditors who will evaluate the instance of compliance said adherence to the programs specifications and requirements of each curriculum under survey.

NEWS BRIEF



Watch time

(13 days and 13 hours) 376.99 % increase from January- November 2017 compared to last year March 1-Dec. 2016

Average view duration

(1: 41 minutes) 35.83 % increase from January- November 2017 compared to last year March 1-Dec. 2016

Views

(11, 557) 251.17 % increase from January- November 2017 compared to last year March 1-Dec. 2016

Likes

(122) 183.72% increase from January- November 2017 compared to last year March 1-Dec. 2016

Comments

(29) 314.29 % increase from January- November 2017 compared to last year March 1-Dec. 2016

Shares

(140) 536.36 % increase from January- November 2017 compared to last year March 1-Dec. 2016

Subscribers (85)

(67) 272.22 % increase from January- November 2017 compared to last year March 1-Dec. 2016

Geography

TOP 5

Philippines (77.1%)

United States (3.4 %)

Canada (2.6 %)

India (1.5 %)

Thailand (1.5|%)

Others (13.8 %)



Page Followers

9,241 as of January 1, 2017

14,264 as of November 30, 2017

55.8 % increase

Page Likes

9,406 likes as of January 1, 2017

14,350 likes as of November 30, 2017

52.56% increase

Highest Reach

September 26, 2017 with 40,057 total reach

September 26, 2017 with 32,286 people reached

September 26. 2017 with 3,893 reactions

September 26, 2017 with 150 comments

May 13, 2017 with 116 shares

Highest Page views

1,040 views on September 2017



Twitter

Followers

104 followers

Impressions Over the last 28 days

794 impressions

Instagram



Followers

484 followers

76% females, 24 %males

Age

18-24 top age range

Top Location

Baguio City

Top Countries

Philippines

Thailand

UAE

Australia

Saudi Arabia

III. Planning and Development Office

Based on the functions indicated in Article 28, Chapter VI of the BSU Code, the Key Performance Areas (KPA) are: monitoring and evaluation, planning, management information system (MIS) function, and others. These KPAs guided the targets of the office as indicated in the 2017 PDO-DPCR.

KEY PERFORMANCE AREAS	2017 ACCOMPLISHMENTS
MONITORING & EVALUATION	Monitored the implementation of plans and the documentation of accomplishments for targets indicated in the OPCR/DPCR of 59 out of 72 (82%) delivery units for the first semester and 48 out of 63 units (76%) for the second semester. For the first semester, HRMO, SPMO, GAD, OUBS, CRAC, NSTP, and 7 UBA units did not have DPCRs at the time of monitoring. For the second semester, all 10 UBA units, CRAC, the OUBS, Motorpool, and CAO Admin did not have DPCRs at the time of monitoring. The NSTP Office was closed.
	Monitored the implementation of infrastructure projects:
	1. Construction of the College of Teacher Education Building (left wing)
	2. Construction of two guardhouses
	3. Construction of CHET Building (Phase I)
	4. Repair of Entrepreneurial Building
	5. Completion of the rehabilitation of CTE Building (frontage)
	6. Construction of IHK Building (Phase I)
	7. Construction of Drainage System
	8. Construction of two units Potato Storage at Madaymen, Kibungan and Balili, Mankayan
	9. Research and Development Complex
	10. Construction/completing College of Agriculture Building
	11. Construction of Animal Science Building (Phase I)
	Started trend analysis of income generated from the use of landholdings and physical structures
PLANNING	Updated the BSU Land Use Plan considering additional information from the Academic, Research and Extension, Administration, and Business Affairs sectors as well as comments from Regent Milagros Rimando, Dr. Dolores Molintas, Engr. Arturo Aro and Dr. Stephanie Christiansen, all of NEDA-CAR.
	Consolidated, packaged and disseminated the BSU Strategic Plan 2017-2020.
	Reviewed targets and measures indicated in OPCR/DPCRs of delivery units. Comments were relayed to units concerned.
	Prepared technical documents for nine infrastructure projects:
	1. Storm Drainage System
	2. CHET Laboratory Building
	3. Motorpool
	4. Animal Science Laboratory Expansion
	5. BSU-Buguias Academic Building
	6. IHK Building
	7. CTE Building
	8. BSU-Bokod Laboratory Building (completion)
	9. BSU-Bokod Administration Building (completion)
	Prepared the proposal Optimizing Productivity with Tourism and Integrated Management of University Space (OPTIMUS) which includes the Strawberry Hub Plan.

IV. Sentro ng Wika at Kultura

Initiated the conduct of The “UswagDarepdep” A national contest on literature using the local language “Ibaloy” in constructing their literary pieces. Schools who were able to attain the winning piece were from the DepEdDivison, Gov. BadoDangwa Agro Industrial School Taba-ao and Balabac, Kapangan, Benguet, for tertiary, it was won by King’s College of The Philippines. The national awarding was done at BSU.

It was chosen as the center to lead the evaluation of projects being conducted by Komisyon sa Wikang Filipino (KWF) in regions CAR, I and II. Actual report was submitted then to the KWF head quarters

Conducted a seminar for teachers and students entitled: “TertulyangPampanitikan”. Which aims to discuss the Trends and challenges on local literatures of the region and the inclusion of culture as important key in developing best literary pieces.

Conducted the National Seminar on “UswagDangal ng Filipino: 2017 a topic on Filipino orthography, Creative writing and Letters. This was attended by some teachers in the country.

Presented research on the regional forum on Non- Verbal language based on Cultural Definition which was done by the Office of SWAK.

Initiated and guided the teachers from tertiary and Secondary in the search for “GawadUlirangGuro” which aims to choose anyone from those teachers, teaching Filipino or local language as medium in teaching to be awarded in the National Search. A successful teacher from Benguet National High School (Jenefer S. Tiong) was awarded same honor for 2017.

Received the Award: GawadSelyo ng KahusayansaWika at Kultura(Center of Excellence award in Language in Cultures) at the PambansangMuseo, Manila

Initiated the Regional program of activities of “Buwan ng WikangPambansa” Based on Presidential Decree 1041)

Conducted the seminar on “TertulyangPangwika” for teachers and students. Which aims to discuss issues and progress of the local and Philippine languages in different dimension.

Conducted a seminar on local language Orthography of Ibaloy, kankanaey and Kalanguya entitled” Esselmo/ KalikBiagko: At Iba Pang Konsepto ng MasiningnaPagtuturo at Pagkatuto” for incoming practice teachers and bernacular teachers.

V. International Relations Office

The International Relations Office (IRO) of Benguet State University is the lead office in facilitating and coordinating international partnerships for the university. The IRO aims to mainstream the university in the global arena, to benefit from mutual partnerships with known universities of the world, as well as with developing universities with excellent niche programs and projects.

LINKAGES

The IRO negotiated, prepared, and facilitated the signing and/or renewal of various MOUs/MOAs with different foreign universities and organizations.

University/Organization	Document	Remarks
Thai Nguyen University, Vietnam	MOU	
King Mongkut's Institute of Technology, Ladkrabang, Thailand	MOU	
Alma Alta University, Indonesia	MOU	
University of Huelva, Spain	MOA	Erasmus Plus Project
Aleksandras Stulginskis University (ASU), Lithuania		Erasmus Plus Project
University of Bulgaria		Erasmus Plus Project
Princess of Naradhiwas University, Thailand	MOA	Waiting for their action
National Pintung University of Science and Technology	MOU	Renewed
National Chung Shing University	MOU	Ongoing
National Chiayi University	MOU	Ongoing negotiation
University of Oviedo, Spain		Collaboration agreement drafted
University of Huelva, Spain		Inter-institutional agreement drafted

BENCHMARKING ACTIVITIES

A Benchmarking trip to Taiwan on November 26 - December 2, 2017 was coordinated by the IRO. The delegation consisted of 2 Vice Presidents, IRO Director, 4 Deans (CA, CF, CHET, and CVM), 8 Directors from the Research and Extension (R&E) Sector, 1 Faculty, and 1 R&E Staff.



The group visited the following universities and offices

- National Pingtung University of Science and Technology
- National Taiwan University
- National Chung Hsing University
- National Chiayi University
- World Vegetable Center
- Southern Taiwan Science Park
- Chia Nan University of Pharmacy and Science
- Tainan District Agricultural R&E Station



FOREIGN VISITORS

The IRO also coordinated/organized activities of foreign visitors in the university. During the year, there were 2 visiting professors and 2 visiting lecturers.



AUSTRALIA

-Dr. Trevor Hogan and 2 other Professors along with 19 students

CANADA

His Excellency John T. Holmes, Canadian Ambassador to the Philippines

FRANCE

Visiting Lecturer
-Benoit Clerget, Ph.D.

JAPAN

-Dr. Hiroshi Koaze, with 2 professors and 8 students

NEPAL

-Ministry of Livestock Development
-Agro-Enterprise Center Federation
Nepalese Chamber of
-Commerce and Industries High Mountain
Agribusiness and
-Livelihood Improvement (HIMALI)

SINGAPORE

Visiting Lecturer
-Christian Della, Ph.D.

Taiwan

-Dr. Eing-Ming Wu and other members of the team
-Dr. Chiachung Chen and 6 other group members

VIETNAM

-Ms. Nguyen Thi Thu Ha
Dr. Hoang ThiBich Thao

THAILAND

-Dr. Eing-Ming Wu and other members of the team
-Dr. Salit Butnain, President and group
-12 members compised of various intstitutions
-Mr. Muhammadhaisam-Dao and Mr. Waerusalan Waekaday

SPAIN

Visiting Professors
-Fatima Martinez Ruiz, Ph.D.
-Pedro Palencia Garcia, Ph.D.

USA

-Mr. Kelcheski, USA Chief of Mission
-Ms. Janelle Perez



OTHER ACCOMPLISHMENTS

- Conducted visits to the following embassies: Canadian Embassy, Spanish Embassy, and Belgian Embassy
- Prepared a Protocol for International Visitors. The protocol was then approved by the Board of Regents
- Disseminated information on scholarships and call for project proposal
- IRO webpage in the University Website is now operational

VI. Office of the University and Board Secretary

The Office has the duties and responsibilities based on the BSU Code, Chapter IV, Article 23 , which among others: Prepare agenda for all regular and special meetings of the Board of Regents and deliver the same to the Chairman and members of the Board before each scheduled meeting; Transcribe the minutes of each meeting and have this approved by the members of the Board; prepare and issue excerpts of minutes and/or certification on certain policies promulgated by the Board of Regents; Keep custody of all records of policies/actions approved by the Board of Regents; Act as secretary to the Administrative Council, Academic Council, xxx. Perform other duties and responsibilities that may be directed by the University President and the Board of Regents.

A.1. ADMINISTRATIVE COUNCIL MEETINGS

A. 1. RESOLUTIONS/ACTIONS PASSED:

A. ADMINISTRATIVE COUNCIL MEETINGS –16 meetings

Summary of Administrative Council Meetings

DATES			No. of actions
1	25-Jan-17	Regular	26
2	22-Feb-17	Regular	26
3	13-Mar-17	Special	14
4	14-Mar-17	Special	4
5	29-Mar-17	Regular	10
6	26-Apr-17	Regular	23
7	24-May-17	Special	7
8	31-May-17	Regular	11
9	28-Jun-17	Regular	12
10	26-Jul-17	Regular	15
11	30-Aug-17	Regular	11
12	27-Sep-17	Regular	7
13	6-Oct-17	Special	4
14	25-Oct-17	Regular	28
15	29-Nov-17	Regular	25
16	27-Dec-17	Regular	
TOTAL			223

B. UNIVERSITY ACADEMIC COUNCIL MEETINGS held four (4) meetings

DATES			No. of actions
1	10-Jan-07	Regular	5
2	23-May-17	Special	7
3	21-Jun-17	Regular	17
4	8-Aug-17	Regular	12
TOTAL			41

BOR MEETING	No. of BOR Res.
182nd Regular Board of Regents Meeting; March 23, 2017	52
183rd Regular Board of Regents Meeting; June 6, 2017	32
184th Regular Board of Regents Meeting; November 6, 2017	54
TOTAL	138

C.2. PREPARED REFERENDUM

NO. OF REFERENDUM PASSED: 17 Referenda

VII. Office for the Legal Affairs

This Office has the mandate under Article 25 Chapter VI of the BSU Code. It is in-charge of the legal concerns of the University; and is closely working with the Office of the Solicitor General in handling land cases of the University.

A. Legal Cases

It should be noted that most of the cases would require several years before it is terminated. Thus, the accomplishments for the previous year would refer to activities needed to be done in compliance to legal processes. Thus, the status of the cases are simply reflected in the following report.

1. Civil Cases – 35 cases
2. Administrative Cases- 7 Cases
3. BIR- 1 case
4. CSC- 2 cases
5. DENR-CENRO- 3 cases
6. OFFICE OF THE DEPUTY OMBUDSMAN FOR LUZON- 1 case
7. NLRC- 1 case
8. BSU Board of Regents- 1 case
9. Other Cases- 20 cases
10. LEGAL DOCUMENTS

Shown below is the volume of legal documents covering January 2017 to December 2017 that were prepared, reviewed and/ or notarized by the office.

Type of Legal Documents	Volume
Memorandum of Agreement/ Memorandum of Understanding	
BSU and various Partners	81
Agreements	
Parking	36
Housing	4
Scholarship Grant/ Agreement	
BSU and Grantee (Employees)	13
Sabbatical Agreement	2
Contract of Services	
BSU and Various Individuals	68
Legal Undertaking	
On-the-Job-Training Program	
(BSU Students to other Business Establishments)	104
Employee	30
Waiver of Copyright Ownership	35
Various Affidavits	437
TOTAL VOLUME	810

VIII. Office for Quality Assurance and Accreditation

This Office was established to centralize activities for Quality Assurance and Accreditation of University Programs in as much as accreditation in recent years has become a regular undertaking as demanded by the need to assure rendition of quality services.



AACCUP Accreditation

1 Facilitated University preparations for AACCUP accreditation visit for Level IV Phase I programs last July 24-28, 2017 to wit:

- a. Bachelor of Science in Applied Statistics
- b. Bachelor of Science in Nutrition and Dietetics
- c. Master in Soil Science
- d. Doctor of Philosophy in Horticulture
- e. Master in Rural Development
- f. Doctor of Philosophy in Rural Development

2 Facilitated University preparations for AACCUP accreditation visit for Level IV Phase I programs last September 12-15, 2017 to wit:

- a. Doctor of Veterinary Medicine
- b. Bachelor of Science in Agribusiness
- c. Bachelor of Science in Home Economics

3 Facilitated University preparations for AACCUP accreditation visit for Level II programs last October 4-6, 2017 to wit:

- a. Bachelor of Science in Entrepreneurial Technology
- b. Master in General Science
- c. Master in Physical Education
- d. Master in Physics
- e. Master in Forestry

4 Facilitated University preparations for AACCUP accreditation visit for Level II programs last November 14-16, 2017 to wit:

- a. Bachelor in Library and Information Science
- b. Master in Public Administration
- c. Master in Home Economics
- d. Master in Technology and Home Economics
- e. Bachelor of Science in Information Technology



COPC

Facilitated the preparation, visit and validation of ten (10) academic programs being offered in the La Trinidad Campus by CHED-RO for the issuance of Certificate of Program Compliance (COPC) last February 28-March 2, 2017 and May 29-30, 2017, to wit:

- Bachelor of Science in Agricultural Engineering
- Bachelor of Science in Agribusiness
- Bachelor of Science in Agriculture
- Bachelor of Science in Nutrition and Dietetics
- Bachelor of Science Secondary Education
- Bachelor of Elementary Education
- Bachelor of Science in Forestry
- Bachelor in Library and Information Science
- Doctor of Veterinary Medicine
- Bachelor of Physical Education



BSU Quality Manual 2017

Prepared available documents for the BSU Quality Manual 2017 as a requirement of the University PBB.



ISO Concerns

Coordinated and facilitated the 1st and 2nd phases of the trainings towards ISO 9001:2015 certification.

IX. Information and Communication Technology Office

This Office manages the needs of the University for ICT including the University website. Its area of coverages has expanded with the full integration of Bokod and Buguias Campuses, and has been assisting the said campuses with their internet connectivity and local area networks.

1) ICT HARDWARE AND INFRASTRUCTURE DEVELOPMENT

- Deployment & upgrading of laboratories (IT rooms, labs, tech. room, etc.)

IT laboratories maintenance and improvement:

- Deployment & upgrading of communication and security infrastructure (internet and local area network, communication systems)
- Security Equipment Deployment
- To increase the security in the university, 3 CCTVs were procured and installed at the Administration building, Food Processing Center, CEAT Internet Laboratory and Gladiola Center.
- Internet upgrade implemented (1st-2nd qtr)

2. TECHNICAL SUPPORT SERVICES

A) Troubleshooting/repair & maintenance of IT equipment and facilities, LAN, setup of IT equipment/facilities, & other tech support:

- There were 1,356 documented online request for technical support from employees.
- 97.18% (1318 of 1356) of request for technical support addressed within the year.

Others were pending due to unavailability of equipment and parts.

- The technical support service of the office was rated by employees/clients with an average of 4.88%. The rating was done online; 5 is the highest rate.

B) Maintenance and security of ICT facilities (local area network, ICT laboratories, communication and security infrastructure (internet and local Area Network, communication systems)):

- 94% collective network equipment and servers uptime recorded. Upgrading the network facilities will even more improve the availability.
- All (100%) 175 computer units of the student internet laboratories are still functional due to maintenance, upgrading and upgrading done:

CEAT – 30 units; ULIS -50 units; ICT Hall – 32 units; CA – 30 Units; CN – 18 units;

CVM – 15 Units; 4 newly procured units with LAN setup for CHET (for deployment in 2018) as it was only delivered on December 2017.

C) Information Systems/Database Security and Maintenance:

All maintenance and backup were conducted resulting to 0 data loss. Necessary updates and patches were also implemented.

95% uptime of Information Systems (excluded maintenance time) was attained.

The following information systems have been functional due to proper maintenance:

- Student Information and Accounting System (SIAS) – enrollment system;
- New Government Accounting System (eNGAS) – budget/accounting system;
- Catalog of Library Books and Materials - catalog.bsu.edu.ph;
- Digital Asset Management System (DAMS) – dams.bsu.edu.ph;
- New digital library (DSpace) – repository.bsu.edu.ph (accessible in local LAN only);
- New digital library of journals – journal.bsu.edu.ph (accessible in local LAN only);
- Digital Library for Agriculture (TEEAL) - <http://teeal.bsu.edu.ph/> ;
- Digital repository of researches and files – <http://digilib.bsu.edu.ph>;
- Ticketing System - <http://gatekeeper.bsu.edu.ph/pages/index.php>; and
- BSU Website - bsu.edu.ph .

3) INFORMATION SYSTEMS DEPLOYMENT/MAINTENANCE - It refers to the development and deployment of information systems to support university operations and management information needs. It includes upgrading and updating of software and databases for security and efficiency, and the promotion of the use of these systems.

A) Supplies and Properties Management System (SPMS) – Inventory System

Basic Features:

- The backend (SPMO and admin panel) has separate structure from the frontend (end-user and other lower level user accounts);
- Design improved for a more responsive user design interface with widgets and extension for better and easier navigation; and
- Status: for alpha test in first quarter of 2018.

B) Web Services

1) <http://www.bsu.edu.ph>

Access Statistics

Total web access statistics - 106,693

Unique user access - 71,576

Total page views - 341,179

The web ranking of Benguet State University website accessed at <http://www.webometrics.info/en/Asia/philippines>

- Presence Rank: 9 out of 258 universities;
- Impact Rank: 59 out of 258 universities; and
- Excellence Rank: 95 out of 258 universities.

2) Official eMail and office applications via Google for Education

Statistics: Total of 56,886 emails sent/received; 138,966 files shared/uploaded

3) Digital Asset Management System (DAMS) – This is the digital files storage that contains university digital files such as files, forms, and other related documents.

The system is being used to provide storage and access of digital documents.

4) Short Messaging System (SMS) - InfoCast via Smart

- 50 SMS messages (advisory, announcements, notices) were sent to BSU employees using text messaging system. The online SMS platform is a free system acquired in partnership with Smart Telecommunications.

5) Improved ICT Infrastructure and Access for Student's WiFi Internet

- The ICT Office has simplified the way students access the wireless internet. This involves the implementation and deployment of a costless technology using PFSense, a firewall/router computer software. This has simplified the previous process which requires internet user access account and WiFi password.

- To access the internet in this new process, voucher numbers are system generated by ICT Office and are freely distributed to students for their internet access. In the process, students simply enter the 30 day validity voucher number in their mobile devices to access the WiFi; there are no more access points passwords and WiFi user accounts required. New free vouchers are given to students when exiting voucher it has expired.

- A how-to guide has also been printed for student's reference.

PARTNERSHIP / COLLABORATIONS FACILITATED

- **Smart Telecommunications:**

- o Infocast – this is the text blasting service of the university used to send messages via SMS. There were 50 messages sent for the year 2017
- o Campus WiFi – this involved the provision internet service in selected areas of the university. 30 minutes is provided free daily for student and employees.

The installation of the infrastructure has been started in 2017 and will continue in 2018.

- **PLDT** – The leased line internet bandwidth has been upgraded by 50% (25Mbps to 50Mbps) without any cost to the university. This will give additional internet resource to the internet laboratories, WiFi service for students as well as the web services (website, digital libraries) of the university which is in-house.

- **Google Apps for Education** – this refers to the official email of the university together with the online apps (presentation, documents, storage, forums and other related applications)

- **Edukason.ph** – this is the website portal for all educational organizations in the Philippines in partnership with the Commission on Higher Education. As a partner, all information about Benguet State University is published in the said website (edukasyon.ph). Queries also from prospective students can be coursed through the said website where BSU can post their replies.

X. Gender and Development Office

Gender and Development (GAD), as a development perspective and a process that is participatory and empowering, is being integrated to the operations of the university. While BSU is still far from attaining a Level V status in gender mainstreaming, it is still important to celebrate that the university is doing its share to imbibe the principles and mandates of GAD to ensure better perspective of development. The Gender and Development Office, being the watchdog in the integration and mainstreaming of GAD in BSU, will continue to advocate equal opportunity for all.

For 2017, BSU-GAD office conducted different activities to the employees and students that generated support and helped leverage GAD understanding and appreciation. This was shown in the implementation of the submitted 2017 BSU-GAD Plan and Budget to Philippine Commission on Women (PCW), where 23 major Program, Activities and Projects (PAPs) were complied. The implemented BSU-GAD major PAPs consist of 21 client-focused activities and 24 organization-focused activities for a total of 8,655 participants (6,056 Female, 2,599 Male). Such activities were facilitated by the GAD Focal Point System Technical Working Group (GFPS-TWG) and GAD staff. A noteworthy PAPs for 2017 was the conduct of Regional Conference which means that BSU is elevating its mediation scope to accommodate a wider stakeholder. The GAD office was able to achieve its 2017 target where around 60% of non-teaching and teaching employees actively participated in the trainings conducted.

Also, the GAD office was able to accomplish 13 extension activities for technical assistance. These are satisfactory indicators in the performance not just of the GAD office but also BSU as a whole.

Aside from the demand on technical assistance, BSU is one of the university being benchmarked by other SUCs in terms of GAD practices. One of which is Abra State Institute of Science and Technology.

BSU, through GAD, is well—represented in international and national gatherings while maintaining active participation in the Regional Gender and Development Committee (RGADC) and as member of the LGU-Benguet Province and LGU-La Trinidad.

As documented during the implementation of PAPs, participants gain more understanding on Gender and Development. What is laudable in every activity is that, more personnel



and students are appreciating the context of GAD and overtly express the understanding that the program is not focused on women but how women and men complement each other in the performance of their rights, opportunities, access and responsibilities as agents of development.

An initial evaluation by the GAD staff using the Gender Mainstreaming Evaluation Framework (GMEF) tool as a guide for evaluation the programs, activities and projects of Gender and Development Focal Point System (GFPS) for 2014-2017 revealed that BSU is at level 2 in terms of its GAD mainstreaming performance. This evaluation needs further validation but the result indicates a potential progress for the university in mainstreaming GAD to its operations.

The establishment of the GAD Database was also initiated in compliance to the mandate of Magna Carta of Women and CHED Memorandum Order 2015-1.



Analysis of Work and Efforts: The GMEF Results

The gender or GAD mainstreaming was introduced as the global strategy in promoting gender equality. The 1995 Beijing Platform for Action stipulates for the integration of gender issues or concerns into the analyses and formulation of policies, programs and projects to ensure that gender equality is a primary goal in all areas of social and economic development.

As defined in the Magna Carta of Women, gender mainstreaming refers to the strategy for making women's as well as men's concerns and experiences an integral dimension of the design, implementation, monitoring, and evaluation of policies and programs in all political, economic, and societal spheres so that women and men benefit equally and inequality is not perpetuated. It is the process of assessing the implications for women and men of any planned action, including legislation, policies, or programs in all areas and at all levels.

To ensure that initiatives of organizations are aligned to the worldwide agenda, regarding development for all, GAD programs, activities and projects (PAPs) in every institution are meant to be monitored and evaluated. BSU adopted the Enhanced Gender Mainstreaming Evaluation Framework (GMEF) in assessing the GAD efforts of the University.

Gender Mainstreaming Evaluation Framework (GMEF) was developed by the then National Commission for the Rights of Filipino Women (NCRFW) as a tool to guide agencies in assessing the levels of GAD mainstreaming and identify areas of strengths and pointers for improvement. This was later improved by the Philippine Commission on Women (PCW), formerly NCRFW on 2014. It was released on 2016 as the Enhanced Gender Mainstreaming Evaluation Framework. The GMEF also meant to assist the GFPS in measuring gains and successes, as well as pinpoint areas for improvement on how GAD perspective is mainstreamed in the organization.

The GMEF was developed to guide users to acquire a holistic view of the gender mainstreaming process. It is a framework that showed how far agencies have moved forward, stepped backward, or remained basically in the same stage as they went about their mainstreaming work (NCRFW and CIDA, 2001).

The GMEF assesses four areas, referred to as entry points, in mainstreaming: policies, people, enabling mechanism and, programs, activities, and projects (PAPs). The questionnaire were answered using existing documents on policies, relevant stakeholders in GAD mainstreaming, systems and mechanisms including funding, PAPs conducted by the University that involves the integration of GAD perspective in the actual implementation of its mandate.

Through the GMEF score sheet, the level of each entry points as well as the overall GAD mainstreaming efforts of the agency, was determined using the pre-determine score matrix and level descriptions.

The result of GMEF evaluation for BSU is as follows:

Gender Mainstreaming Evaluation Framework (GMEF) Assessment	
SCORE SHEET	
Name of Organization Assessed:	BENGUET STATE UNIVERSITY
Date Administered:	Dec-17
Inclusive Period of Assessment:	January 1, 2014 to December 31, 2016
KEY AREAS	SCORE
Policy	
1. Issuance of initial policies on GAD	5.01
2. Issuance of policies to mainstream GAD in the organization	1.67
3. Integration of GAD in the organization's policies	2.5
4. Updating and Continuous Enhancement of GAD policies	2.5
5. Model GAD Policy	0
Sub-total	11.68
Level for Policy:	2
People	
1. On Establishing GFPS and GAD Champions/Advocates	3.72
2. On GAD Initiatives and Capacity Development Activities	3.31
3. GAD Sponsorship and Related Programs	4.14
4. GAD Champions as Program Implementers	2.47
5. GAD Experts	3.34
Level for People:	3
Enabling Mechanisms	
1. Setting-up of Essential GAD Mechanisms	5.01
2. Functional GAD Mechanisms	3
3. Advanced GAD Mechanisms	3
4. Advanced GAD Structures and Systems	1
5. Model GAD Structures and Systems	0.5
Sub-total	12.51
Level for Enabling Mechanisms:	2
Programs, Activities and Projects (PAPs)	
1. Initial Activities to Facilitate GAD Mainstreaming	3.31
2. Establishing Commitment towards GAD Mainstreaming	2.79
3. GAD Application	3.55
4. GAD Commitment and Institutionalization	3.5
5. Model PAPs	0
Sub-total	13.15
Level for PAPs:	2
TOTAL SCORE	54.32
Over-all Level:	2

BSU: Level 2- Installation of Strategic Mechanisms		
LEGEND		
	Ranges	Level Description
Level per entry point	1-7 points	1 : Foundation Formation
	8-14 points	2 : Installation of Strategic Mechanisms
	15-19 points	3 : GAD Application
	20-23 points	4 : Commitment Enhancement and Institutionalization
	24-25 points	5 : Replication and Innovation
Over-all level	0-30 points	1 : Foundation Formation
	31-60 points	2 : Installation of Strategic Mechanisms
	61-80 points	3 : GAD Application
	81-95 points	4 : Commitment Enhancement and Institutionalization
	96-100 points	5 : Replication and Innovation

The Gender Mainstreaming Evaluation Framework (GMEF) result will still be subject for validation of authorized personnel of the monitoring agency such as Philippine Commission on Women (PCW) and or Commission on Higher Education (CHED).

Below are the results of consolidated recommendation to facilitate the cultivation of a more GAD responsive BSU. These are clustered in the four entry points as follows:

On POLICY

Develop/issuance of policy on

- Adopting GAD Agenda /Strategic Framework
- Monitoring and evaluation of GAD-PAPs
- Integration of GAD perspective into BSU organizational/sectoral plans
- GAD Policy on addressing Gender gaps
- Institutionalizing the use of Gender-fair language in all policies and documents and Use of Gender Fair

Language and images in policy issuances

- Articulating support for the development and enhancement of GAD
- Reflect BSU's interest in gender

mainstreaming

- Utilization of sex-

disaggregated

d a t a /

GAD database in gender

analysis for the organization

On PEOPLE

- Concerned staff members to undergo training for collecting and utilization sex disaggregated data for gender analysis

- Ensure involvement of clients in the planning and implementation of the organization's GAD efforts



- Clients recognized for their gender mainstreaming efforts
- Initial discussion among top management officials on the monitoring of the organization's GAD efforts; Programs, Activities and Projects (PAPS) and performance indicators



On ENABLING MECHANISMS

- Develop BSU's Knowledge Management System integrated with GAD
- GAD database to generate sector-specific Knowledge Products on women and men
- Knowledge Management system having GAD-related Knowledge Products
- Monitoring and Evaluation system to track gender-related impacts of GAD efforts on its clients
- GAD mechanisms to be established and recognized by other organizations as models

On PROGRAMS, ACTIVITIES & PROJECTS (PAPs)

- Award system to be integrated with Gender and Development perspective
- Conduct consultation on gender mainstreaming activities
- Deepening session on GAD based on training needs assessment results
- Conduct Gender Impact assessment
- Conduct sector capacity development activities for clients
- Convergence model resulting from partnership
- GAD Agenda or strategic framework on GAD
- Develop orientation module with gender sensitivity as a core competency
- GAD Knowledge Products and GAD IEC materials for reference
- GAD tools applied in assessing organization PAPs
- GPB is based on agenda/relevant emerging issues/new international and national Gender and Development mandates/ and results of gender analysis
- Initiate consultations with PCW and relevant organizations/individuals on GAD mainstreaming
- Institutionalize conduct of regular monitoring on GAD PAPs
- Set-up Knowledge Management (KM) system as mechanism to transfer knowledge on GAD
- Sustainability action plan on Gender and Development efforts
- Update the BSU Gender and Development Section in the Website
- Use of Gender Analysis and Gender Analysis Tools Application (e.g. HGDC and GMEF)

Sex Disaggregated Data/GAD Database

As mandated through the Section 36 of the Magna Carta of Women, "all departments, including SUCs... shall develop and maintain a GAD database containing gender statistics and sex-disaggregated data that have been systematically gathered, regularly updated, and subjected to gender analysis for planning, programming, and policy formulation." It was further reiterated in the Part XIII of CHED Memo Order 2015-01, wherein in Section 3 the minimum requirements for Sex-Disaggregated Data and GAD

XI. Human Resources

A. COMPENSATION, BENEFITS, AND OTHER OBLIGATIONS (CBOO)OFFICE

- Salary increase for the second tranche effective January 1, 2017 are fully integrated in the regular payroll effective February 2017;
- The Performance-Based Bonus (PBB) for 2016 was paid in July 2017 as per NCA no. CAR-17-0010218 and SARO No. CAR-17-0009553 amounting to seven million eight hundred fifty seven thousand six hundred eighty eight pesos and ninety five centavos (PHP 7,857,688.95).
- In partnership with GSIS and to support their recent program, the eGSISMO, the CBOO office continuously registered interested BSU employees in the GSIS electronic registration to access their account through the internet. Members can log in in the GSIS website to access their own accounts and details of their GSIS profile and loans. The eGSISMO log system monitors who are registered in the program.
- The CBOO facebook page was updated and activated for video presentation to showcase the CBOO office in compliance with the operational plan of the Administration to create tri-media for the University.
- The same account was used with the e-mail address a.cboo_bsu@ymail.com. The accounts are officially acknowledged by other agencies and actively used to transmit electronic remittances, reports and access loan applications for confirmation/approval.
- The CBOO Chief initiated the preparation of the proposal for the Centennial Awards for Non-Teaching Personnel which was approved by the Administrative Council and the PRAISE Committee. Nominations and applications were called and as a result, sixteen non-teaching personnel were given centennial awards for meritorious performance, eight each for the first level and second level positions.
- A committee was created to conduct the evaluation and selection process chaired by the CBOO Chief, Ms. Susan P. Buasen-Ocasen. The awards given as approved in the proposal include plaque, cash award amounting to ten thousand pesos, and a step increment due to meritorious performance. 16 Centennial Awardees; 84 Loyalty Awardees

B. HUMAN RESOURCE MANAGEMENT OFFICE (HRMO)

Aside from the usual transactional accomplishments of the HRMO (see attachments), along front – line services, working hours and leave administration, appointment preparation, and records keeping, hereunder are some of the other accomplishments of the Office:

- Centennial Appointees/PSC Month

As a part of the culmination program of the 117th Philippine Civil Service Month and the Centennial Celebration of the University, the HRMO has presented all the regular teaching and non-teaching personnel (77) who were hired from September 2016 up to September 2017 and were branded as “Centennial Appointees.”

- PRIME-HRM and ISO

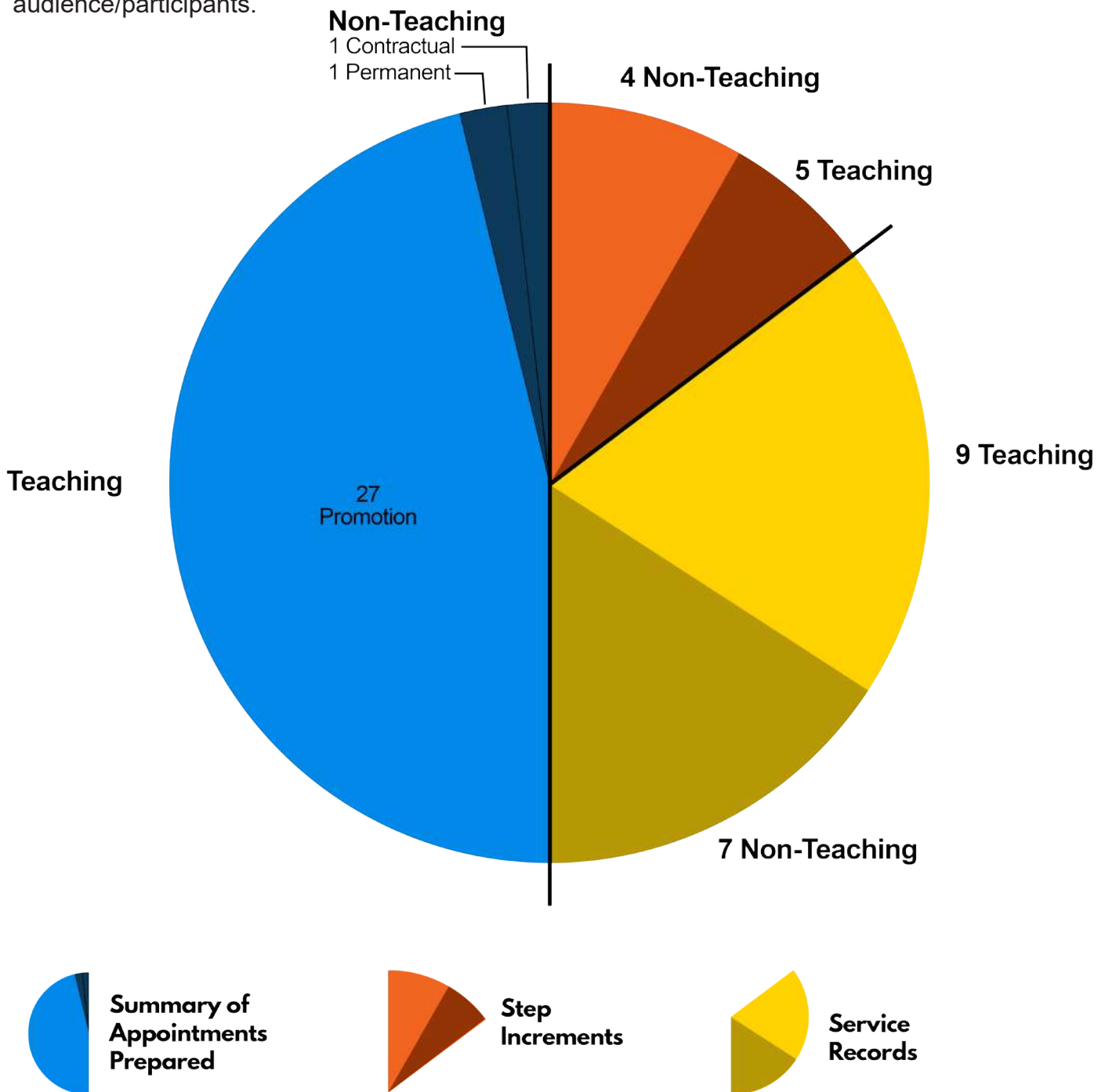
As a prime mover in the implementation of the CSC’s Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM), most especially along Recruitment, Selection and Placement, the staff of the HRMO also provided specific documents required by a team

of experts for the accreditation of the Office/University to the International Standard Organization (ISO) level. Accordingly, the documents provided will eliminate some risk and threats and would instead enhance the Office and the University's strength and opportunities along this aspect.

• Preparation of Appointments of Faculty Members for Promotion/Reclassification
 By virtue of the NBC 461 6th Cycle, a total of 167 faculty members of the main campus were promoted (87) and reclassified (80). For the Bokod campus, five (5) were reclassified and 21 for Buguias Campus. Most of the appointments took effect in June 2017. On the other hand, the promotion of non-teaching personnel were slim because the filling-up of vacated positions were dependent on the nature of separation of such an employees.

Policy Procedures and Processes

The policies on Sexual Harassment, Merit and Selection Plan and the System of Ranking of Positions (MSP-RSP) of the University was finally recognized and approved for implementation by the Board of Regents. These approved policies and procedures were likewise disseminated to concerned faculty and staff during the information/caravan, wherein other topics, including HRMO Processes were presented to the newly hired employees and others concerned personnel of the main and the two external campuses, including Bokod and Buguias Campuses and concerned audience/participants.



C. HUMAN RESOURCE DEVELOPMENT OFFICE (HRDO)

Summary (December 31, 2017)	Male	Female	Total	Teaching	Non-Teaching
Scholarship	19	33	52	49	3
Sabbatical Leave		1	1		
Thesis Assistance	1		1		
Total Archive	20	34	54		
Returned to Work	2	13	15	13	2
Returned to Work (Sabbatical Leave)		2	2		
Who availed of the final 50% for thesis/ Dissertation Assistance		2	2		

ONGOING SCHOLARSHIPS								
	Name	Degree	University	Field of Specialization	DURATION		Scholarships	BOR. No.
					From	To		
LOCAL SCHOLARSHIP								
1	ANDRES, Jamesly T.	PhD	CLSU	Crop Science	June 16, 2014 Extension: August-December 2017	June 2017	Local	For Extension: Res No. 2689
2	BANSIONG, Apler J.	PhD	UP - Open University	Education Major in Biology	August 1, 2017	July 31, 2017	Local	Res No. 2689, s. 2017
3	BOLINGET, Elvira G.	PhD	DLSU	Chemistry	Aug. 12, 2015	Aug. 11, 2018	Local	
4	BUGTONG, Violeta B.	MaEd	Saint Mary's University	Educational Management	August 1, 2017	July 31, 2018	Local	Res No. 2689, s. 2017
5	CALDERON, Gil G.	PhD	UP Manila	Public Health Major in Parasitology	August 1, 2015 S.Y 2015-2016	July 31, 2019 S.Y 2018-2019	Local	
6	ELY, Louisita L.	PhD	DMMSU	Science Education	August 1, 2016	July 31, 2019	Local	
7	MEDE, Janet B.	PhD	SLU	Language Education-Filipino	August 2017	August 2018	Local	
8	NGINA, Karyll Mae	PhD	UP Diliman	Social Psychology	S.Y 2015 LWOP: June 28, 2015- October 2016	S.Y 2017-2018	CHED	
9	PIAGA, Benjamin S.	PhD			January 2015		Local	
10	BELA-O, Lourdes A.	SABBATICAL LEAVE			January 1, 2017	December 31, 2017	Local	

	Name	Degree	University	Field of Specialization	DURATION		Scholarships	BOR. No.
					From	To		
Assistantship (Thesis/ Dissertation Assistance)								
11	TAAG, Gregorio C.	MA	Psychology	University of Cordilleras	Thesis Assistance		Local	First 50% claimed on July 2017
Scholarship/ Assistantship Sponsored by other Agencies/Organizations								
12	BASQUIAL, Darwin A.	PhD	UPLB	Horticulture	July 1, 2014 Extension: August-December 2017	June 30, 2017	DOST-ASTHRDP-NSC Scholar	
13	CALDERON, Rosalie B.	PhD	Louisiana State University, USA	Plant Pathology and Physiology	Aug. 11, 2016 Extension: August-July 2018	Aug. 10, 2017	Fulbright Philippine-American Education Foundation	For Extension: Res No. 2689, s. 2017
14	ESNARA, Chester B.	PhD	UST	Literature	January 2015	December 2017	CHED Faculty Development Phase II Grantee	
15	FLORENTIN, Josel M.	PhD	UPLB	Forestry	August 1, 2014 Extension: August-December 2017	July 31, 2017	DOST-ASTHRDP-NSC Scholar	For Extension: Res No. 2689, s. 2017
16	GAPASIN, Mursha D.	PhD	Munash University, Victoria Australia	Sociology	March 1, 2015	Feb. 28, 2018	Munash University	
17	NAPALDET, Jones T.	PhD	UPLB	Botany	S.Y 2015-2016 August 10, 2015	S.Y 2018-2019 July 31, 2019	DOST-ASTHRDP-NSC Scholar & Local Scholarship Assistance	For Extension: Res No. 2689, s. 2017
18	PIÑON, Aurora E.	Fulbright-Philippine Agricultural Scholarship Program for Advanced Research Award		Department of Agriculture, United States	September 4, 2017	March 3, 2018	Fulbright-Philippine Agricultural Scholarship Program	Res No. 2689, s. 2017

CHED SCHOLARSHIP: Batch I

	Name	Degree	University	Field of Specialization	Duration		
					From	To	
1	AGRABE, Christina C.	PhD	DMMSU-MLUC	Technological Education Management	August 15, 2016	July 31, 2019	
2	ALIMONDO, Monica S.	PhD	DLSU Manila	Science Ed. (Mathematics)	September 1, 2016	August 31, 2019	
3	AMLOS, Geoffrey C.	PhD	SLU	Philosophy	Aug. 15, 2016	July 31, 2019	
4	BOKILIS, Almon B.	PhD	DMMSU-SLUC	Mathematics Education	August 1, 2016	July 31, 2019	
5	BOLAYO, Yvonne D.	PhD	SLU	Biochemistry	August 1, 2016	July 31, 2019	
6	DE GUZMAN, Rachel D.	PhD	UPLB	Development Studies	August 1, 2016	July 31, 2019	
7	DEL-ONG, Andrew K.	MS	SLU	Business Administration	August 1, 2016	July 31, 2019	
8	DUYAN, Samuel L.	PhD	SLU	Management	August 1, 2016	July 31, 2019	
9	FARODEN, Lucille M.	PhD	UPLB	Entomology	August 1, 2016	July 31, 2019	
10	GARAMBAS, Cynthia D.	PhD	UP-Diliman	Home Economics	2nd sem. S.Y 2015-2016 January 1, 2016	1st sem. 2018-2019	
11	GARCIA, Mary Arnel D.	PhD	UPLN	Animal Science	August 2016	July 31, 2019	
12	KILAKIL, Jemma Rose M.	PhD	UPLB	Horticulture	August 2016	July 31, 2019	
13	LARUAN, Leo S.	MS	CLSU	Animal Science	August 2016- July 31, 2017 LWOP	1st sem. 2019-2020	Res No. 2689, s. 2017
14	PALAW-AY, Sarah M.	PhD	PNU	Curriculum Instruction	June 18, 2016	May 31, 2019	
15	PINOS-AN, Igrelyn P.	PhD	UP- Open University	Communication	Aug. 16, 2016	July 31, 2018	
16	RAMOS, Jennifer Lyn S.	PhD	DLSU-Manila	Science Education	September 2016	August 2019	
17	SAGALLA, Esther Josephine D.	PhD	UPLB	Agronomy	August 2016	July 31, 2018	
18	TABON, Genevieve R.	PhD	UPLB With letter to transfer to CLSU	Animal Science	August 2016	July 31, 2018	
19	VILLA, Emelda E.	PhD	DMMSU-MLUC	Technological Education Management	August 2016	July 31, 2018	
20	WAKAT, Anna Liza B.	PhD	UP- Open University	Communication	Jan. 3, 2017	1st sem. 2019-2020	
21	WAKAT, Jimmy A.	PhD	DMMSU-MLUC	Agroforestry	August 2016	July 31, 2018	

CHED SCHOLARSHIP: Batch II

	Name	Degree	University	Field of Specializa- tion	Duration		
					From	To	
22	ABIASEN, Jovalson T.	PhD	SLU	Science Education	2nd sem. 2016-2017	1st sem. 2019-2020	
23	BULOGUEY, Leila P.	PhD	SLU	Educational mgmt.	2nd sem. 2016-2017	1st sem. 2019-2020	
24	CIRILO, Eleazar C.	PhD	SLU	Language Education- Filipino	2nd sem. 2016-2017	1st sem. 2019-2020	
25	DAVID, Flordeliza D.	PhD	SLU	Management	2nd sem. 2016-2017	1st sem. 2019-2020	
26	GAY-AS, Maureen E.	PhD	UP- Manila	Nursing	2nd sem. 2016-2017	1st sem. 2019-2020	
27	LABI, Adamson N.	PhD	SLU	Language Education- English	2nd sem. 2016-2017	1st sem. 2019-2020	
28	TAKINAN, Mildred L.	PhD	SLU	Language Education- English	2nd sem. 2016-2017	1st sem. 2019-2020	
29	PAING, Joyce N.	PhD	Wageningen University, Netherlands	Environmental Science	2nd sem. 2016-2017	1st sem. 2019-2020	

CHED SCHOLARSHIP: Batch III

	Name	Degree	University	Field of Specializa- tion	Duration		
					From	To	
30	BITO, Jennie M.	PhD	University of the Cordilleras	Language Education	August 14, 2017	August 13, 2018	Res. No. 2689, Si 2017
31	GARCIA, Paul Jr. G.	PhD	University of the Cordilleras	Information Technology	August 1, 2017	July 31, 2020	Res. No. 2689, Si 2017
32	HERMAN, Shakira B.	PhD	BSU	Language Educa- tion	August 1, 2017	July 31, 2020	Res. No. 2689, Si 2017
33	MIRANDA, Jayne B.	PhD	DMMSU	Mathematics	August 1, 2017	July 31, 2018	Res. No. 2689, Si 2017
34	PINOS-AN, Jeftee Ben B.	PhD	Saint Luis University	Management	August 15, 2017	August 14, 2019	Res. No. 2689, Si 2017
35	SENTI, Clyde A.	MA	UP- Open University	Technology Education major in Technology and Livelihood Education	August 1, 2017	July 31, 2018	Res. No. 2689, Si 2017

Scholars Who Returned to Work

(First quarter of 2017)

Name	Degree	University	Field of Specialization	Duration		Sponsor	Returned at work as of
				From	To		
AYBAN, Leila Marie A.	PhD	UPLB	Horticulture	June 1, 2013 Extension: May 1, 2016- December 31, 2016	April 30, 2016	Local	January 9, 2017
BAWANG, Ederson G. Completed Degree: August 2017	PhD	DLSU	Physics	September 16, 2013	December 15, 2016	Local	January 9, 2017
DAS-ILEN, Gemma S.	PhD	UPLB	Entomology	June 1, 2013	April 30, 2016 Adjusted Academic Calendar: December 31, 2016	Local	January 9, 2017
KINGAN, Madeline	PhD	UPLB	Animal Science	June 1, 2013	December 31, 2016	Local	January 9, 2017
ROMERO, Loretta C. Degree Completed: February 2017	PhD	CLSU	Animal Science	November 2013	December 31, 2016	Local	January 9, 2017

Scholars Who Returned to Work

2nd Quarter of 2017

Name	Degree	University	Field of Specialization	Duration		Sponsor	Returned to work as of
				From	To		
MANGAHAS, Gretchen C.	PhD	UP-Open university	Communication	April 1, 2016	March 31, 2017	CHED	April 3, 2017

Scholars Who Returned to Work

(Third quarter of 2017)

Name	Degree	University	Field of Specialization	Duration		Sponsor	Returned at work as of
				From	To		
CARANTO, Lawrence C.	PhD	SLU	Nursing	January 1, 2017	June 31, 2017	LOCAL	July 31, 2017
LUBRICA, Percyveranda A.	SABBATICAL LEAVE			October 16, 2016	October 15, 2017	LOCAL	July 31, 2017
NAGPALA, Asuncion L.	SABBATICAL LEAVE			October 15, 2016	October 14, 2017	LOCAL	August 16, 2017
ALAFAG, Joanna I. Completed: July 2017	PhD	BSU	Science Ed. (Biology)	Aug. 15, 2016	Aug. 14, 2017	CHED	July 31, 2017
BOGNADON, David Joseph L.	PhD	UPLB	Management	Aug. 15, 2016	Aug. 14, 2017	CHED	August 2, 2017
DOMOGUEN, Elizabeth T.	PhD	BSU	Science Ed. (Biology)	Aug. 15, 2016	Aug. 14, 2017	CHED	July 31, 2017
LUBITON, Cynthia T. Degree Completed: October 20, 2017	PhD	UC	Language Education	Aug. 15, 2016	Aug. 14, 2017	CHED	August 1, 2017
FANG-ASAN, Maria Luz D.	2017 Philippine Higher Education Career System (Phil-HECS) Executive Development Program (Res. No. 2689, Si 2017)			July 19, 2017	October 20, 2017	CHED	October 20, 2017

Scholars Who Returned to Work

4th Quarter of 2017

Name	Degree	University	Field of Specialization	Duration		Sponsor	Returned at work as of
				From	To		
BAO-IDANG, Bernadette M.		Bar Review		June 7, 2017	Nov. 30, 2017	LOCAL	December 1, 2017
TABANGCURA, Jenynline S.	Master	BSU- OU	Development Communication	August 7, 2017	December 18, 2017	LOCAL	December 19, 2017
Assistantship (thesis/ Disseratation)							
ALLAY, Brenda	PhD	BSU	Language Education	Dissertation Assistance		LOCAL	Claimed final 50% : July 18, 2017
VILLAGRACIA, Liezel B	MA	DMMSU	Teaching Music	Thesis Assistance		LOCAL	Claimed final 50%: July 18, 2017

SUMMARY OF SCHOLARS AND GRANTEES

Summary (December 2017)	Male	Female	Total	Teaching	Non-Teaching
Scholarship	19	33	52	49	3
Sabbatical Leave	-	1	1	1	-
Thesis Assistance	1	-	1	1	-
Total Active	20	34	54	51	3
Returned to Work	2	10	12	11	1
Returned to Work (Sabbatical Leave)	-	2	2	2	-
(Dissertation Assistance)	-	2	2	2	-
Total	2	14	14	15	1

LEARNING AND DEVELOPMENT SERVICES (LEADS)

STRATEGIC PERFORMANCE MANAGEMENT SERVICES

RATED IPCR
January – June 2017

CAMPUS	TEACHING	NON-TEACHING
LA TRINIDAD	296	287
BOKOD	27	9
BUGUIAS	37	21

PSYCHOLOGICAL ASSESSMENT SERVICES

Aptitude test for job applicants (new jobs and for promotions)

Total: 226 (Male; 79 ; Female: 147)

TRAVEL AUTHORITIES ISSUED

Paper Presentation / Expert Exchange / Benchmarking / Personal	Male	Female	TOTAL
	29	61	90



18 Participants

Salamat-Mabuhay Program for 2016 Retirees January 2017, BSU Gymnasium

270 Participants

Inclusive Education for Teachers "Crossing the Great Divide" (BATCH 1-5) March 3 tot July 24, 2017 at CTE Function Hall BSU Gladiola Center / 3rd Flr. Land Bank of the Philippines

525 Participants

LEADS PRIME-HRM March 14,15,15,21,22,23,28,29,30, 2017 3rd Flr. Land Bank of the Philippines BSU Bokod and Buguias Campus

27 Participants

"CALAJO II" Career Ladder Jumpstart Orientation ; March 3,7, 10, at BSU Gladiola Center and CTE Function Hall

155 Participants

Capability Enhancement for Information Coordinators, Management Information System Units, BSU Employees
 • Techniques in Photojournalism April 7, 2017
 • Basic Photoshop April 21, 2017
 • Google Applications April 28, 2017
 • Basic Indesign May 5, 2017

63 Participants

Recreating Self and Purpose through Ecotherapy and Transcendence (RESPECT) for 2017-2018 RETIREES (PART 1) June 13, 2017; Anthurium Hall

120 Participants

BSU Wellness Program and Got Talent July 4, 2017; University Gymnasium and Football Field

22 Participants

Recreating Self and Purpose through Ecotherapy and Transcendence (RESPECT) for 2017-2018 RETIREES (PART 2) July 13-14, 2017; Bolinao, Pangasinan

138 Participants

2017 Orientation of the Revised Implementing Rules and Regulations of Republic Act No. 9184 August 15-16, 2017 Igorota Hall, NPRCRTC

15 Participants

History Committee Workshop for the BSU Centennial Coffee Table Book August 23, 2017, 3rd Flr. Land Bank of the Philippines

375 Participants

117th PCSC Anniversary Program September 25, 2017 University Gymnasium

165 Participants

Seminar Work Shop on BSU at Continuing Professional Development Provider October 19-20; CTE Function Hall

379 Participants

CARAVAN 2017 - Infomediation Service October -November 2017 Chrysanthemum Hall, CTE Function Hall, NPRCRTC Bokod and Buguias Campus

49 Participants

"CALAJO III" Career Ladder Jumpstart Orientation; November 24, 2017 Calajo Foodhouse LTB

379 Participants

SALAMAT MABUHAY PROGRAM November 20, 2017 Venus Park view Hotel, Baguio City

TOOLS GENERATED

1. Routing/Call Slip
2. Learning and Development Evaluation Form / Sheet
3. Brochure on Metrobank Inc. Search for Outstanding Teachers
4. HRDC Historical Data Form
5. ILDP Booklet
6. ILDP: Leadership Competency
7. HRDC Feedback FORM
8. Re-entry Action Plan (REAP)
9. University Support for Short Travel Foreign Travel (USSFT) Form
10. Citizen's Charter Booklet
11. Citizen's Charter Client Feedback Form
12. Notification and Pass Slip for MRDT

OTHER OFFICE ACCOMPLISHMENTS

1.	ARTA - CSC Validation of Compliance	=	COMPLIANT
	• Updated ARTA Brochure		
	• Photo documentation of ARTA Services		
2.	Mandatory Random Drug Test Implementation		
3.	Civil Service Commission PRIME – HRM visit (Focal office for Rewards and Recognition)		
4.	Proposed Continuing Professional Development (CPD) Center		
5.	ISO-QMS Participation		
6.	Competency Based Profiling : Core, Organizational, Technical, Leadership for BSU Employees		

XII. Safeguarding BSU Land Reservation

LAND RESERVATION OFFICE

•The office was able to report 13 major illegal activities/ structures/ land labeling within BSU Land Reservation

•Conducted perimeter fencing using concrete posts and barbed wire at lot 47, Tebteb, Balili. This was conducted in order to enclose the area and stop nearby residents from using the area as parking and repairing site.

•Facilitated the processing of the permit to cut sixteen (16) dead standing Benguet Pine trees dangerous to the staff working at agro forestry. Trees were sawn into lumbers with a total of 3,511.63 board feet and turned over at the SPMO for University use including the slabs. The toppings and branches were requested by several offices of the University for firewood purposes.

•Issued at most 125 Lot Certifications.

•The office monitored, inspected, measure and assisted in the assessment of about 40 housing units.

•Spearheaded the 3 separate tree planting activities and was able to plant more than 250 different varieties of forest and fruit tree seedlings within BSU land reservation at Gayasi and Talinguroy, Wangal, La Trinidad, Benguet.



Security Services

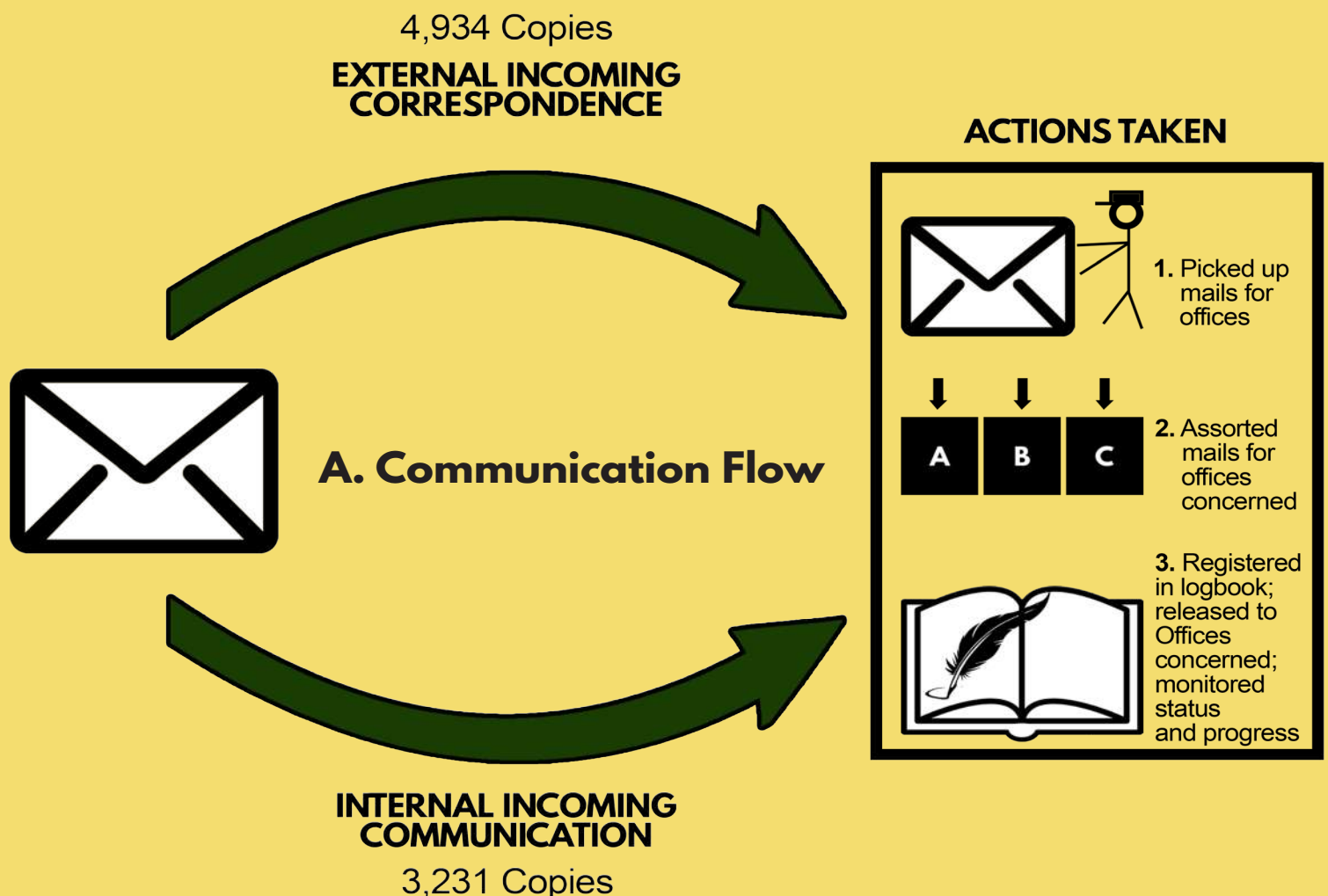
1. Protection and safety of the University and Land Reservation Areas	3. Maintain peace and order in the University premises	5. Security/Staff Learning and Development
2. Support the Housing Committee on the Implementation of University Housing Policy	4. Conduct of security drills and enhancement, meetings for both plantilla and agency guards.	

XIII. Upgrading of Physical Facilities and Provision of Supplies

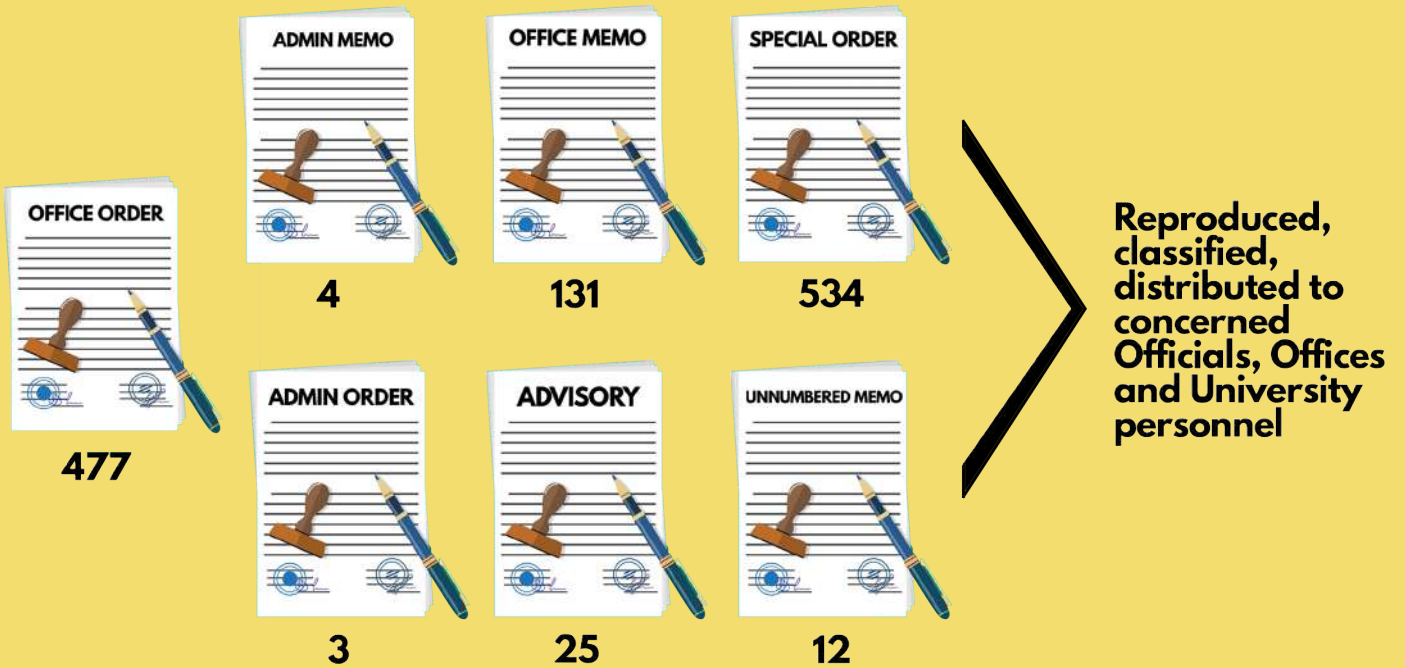
PROCUREMENT MANAGEMENT OFFICE (PMO)

- Assisted the BAC in the procurement of the following projects through Public Bidding in 12 infrastructure projects amounting to 112,840,772.83, 29 good and services amounting to 71,999,588.27
- Processed and facilitated Agency Procurement Request (APR) for the procurement of the following items/projects from Procurement Service-DBM amounting to PhP 1,319,550.00. Monitored and processed 2,185 Purchased Requests and verified/checked requested items for procurement in the end-users respective PPMPs; 2,289 Purchase Orders
- Spear-headed the conduct of an Orientation/Training on the Updates of R.A. 9184 in collaboration with the Human Resource Development Office (HRDO) and Department of Budget-CAR. There were 145 participants which composed of BAC Members, BAC Technical Working Group, Monitoring Committee Members, Heads of Offices, Deans, personnel in charged in the preparation of PPMP and procurement documents from the different offices/units/colleges/institutes, and CHED-CAR.

XIV. Records Management



B. Circulation of Memoranda, Circulars, Orders, Notices, ETC.



C. Mail Management



**2,499
Mailed**

Recorded, affixed stamps & delivered to the BSU Post Office



772

Hand Carried Mail

Personally delivered to the nearby addresses

D. Records Updates

MOA Local  - 40

MOA International  - 154

POLICIES  151

Accurately filed in their respective record series

E. Others

1. Authenticated Documents — 641

XV. Financial Resources

BUDGET OFFICE

1. Pre-audited/Processed financial transactions in Budget Utilization Requests (BURs) & Obligation Requests submitted to the office for the following funds:

Fund	No. of BUR/OBR processed	Peso Amount
General Fund	3,101	₱677,344,250.46
Special Trust Fund	2,585	₱119,269,072.25
Revolving Fund 161	1,885	₱26,396,612.55
Revolving Fund 163		₱47,063,847.41
Trust Fund 911	762	₱36,982,353.23
Special Projects	556	₱22,431,022.74

2. Prepared 20 of request letters to DBM together with the preparation of supporting documents for the release NCA/SARO to fund the terminal leave benefits and additional allotment for Personal Services Requirements for 2017. The lists of SAROs are the ff:

1. SARO-CAR-17-0023087 dated 12/04/17
2. SARO-CAR-17-0021648 dated 11/23/17 & corresponding NCA
3. SARO-CAR-17-0023995 dated 12/12/17 & corresponding NCA
4. SARO-CAR-17-0019131 dated 11/08/17 & corresponding NCA
5. SARO-CAR-17-0020276 dated 11/17/17 and corresponding NCA
6. SARO-CAR-17-0019377 dated 11/10/17 and corresponding NCA
7. SARO-CAR-17-0017606 dated 10/20/17 and corresponding NCA
8. SARO-CAR-17-0014849 dated 9/14/17 and corresponding NCA
9. SARO-CAR-17-0013820 dated 9/04/17 and corresponding NCA
10. SARO-CAR-17-0013821 dated 9/04/17 and corresponding NCA
11. SARO-CAR-17-0011537 dated 8/01/17 and corresponding NCA
12. SARO-CAR-17-0011479 dated 7/31/17 and corresponding NCA
13. SARO-CAR-17-0011393 dated 7/28/17 and corresponding NCA
14. SARO-CAR-17-0011393 dated 7/28/17 and corresponding NCA
15. SARO-CAR-17-0009553 dated 7/03/17 and corresponding NCA
16. SARO-CAR-17-0007614 dated 5/29/17
17. SARO-CAR-17-0007615 – 5/29/17
18. SARO-CAR-17-00004184 -3/17/17 with corresponding NCA
19. SARO-CAR-17-0004098 – 3/24/17
20. SARO-CAR-170004097 – 3/24/17

Note: for SARO with no corresponding NCA, it was backed up by the comprehensive NCA release.

3. Entered allotment and obligations in the New Budget System for the following fund:

- Government Subsidy (Fund 101) for 415,688,084.69 transactions

4. Prepared Summary of Allotment and Obligation for the month of January 1 to December 30, 2017 for the following funds:

- a. Government Subsidy (Fund 101)
- b. Special Projects (SP)
- c. Special trust Fund (STF)
- d. Revolving Fund 161 & 163

5. Entered data in the following registries for Government Subsidy (Fund 101):

- a. Registries of allotment, Obligation, and Disbursement (RADD) for General Administration and Support Services (GASS), Support to Operations (STO), MFO 1-Higher Education Services, MFO 2-Advanced Education Services, MFO 3-Research Services, MFO 4-Expansion Services.
- b. Registry of Appropriation and Allotment.

6. Entered data in Registries of Budget, Utilization and Disbursements (RBUD) for the following funds:

- Government Subsidy (Fund 101)
- Special Trust Fund (Fund 164)
- University IGPs (Fund 161 & 163)
- Trust Fund (Fund 911)
- Special Projects (SP)

7. Generated hard copies from the OSBP to be submitted to DBM and NEDA of the following:

- BAR No. 1 Quarterly Physical Report of Operation
- FAR No. 1 Statement of Appropriation, Allotments, Obligation, Disbursements, and Balances
- FAR No. 1A Summary of Appropriation, Allotments, Obligation, Disbursements & Balances by Object of Expenditures

- FAR No. 1-B List of Allotments & Sub-Allotments
- FAR No. 2 Statement of Approved Budget, Utilizations, Disbursements and Balances
- FAR No. 2A Summary of Approved Budget, Utilizations, Disbursements & Balances by Object of Expenditure.

8. Accomplished as of December 31, 2017 (4th Quarter) Budget and Financial Accountability Reports (BFARS) and submitted to DBM-CAR and COA.

- BAR No. 1 Quarterly Physical Report of Operation
- FAR No. 1 Statement of Appropriation, Allotments, Obligation, Disbursements, and Balances
- FAR No. 1A Summary of Appropriation, Allotments, Obligation, Disbursements & Balances by Object of Expenditures
- FAR No. 1-B List of Allotments & Sub-Allotments
- FAR No. 2 Statement of Approved Budget, Utilizations, Disbursements and Balances
- FAR No. 2A Summary of Approved Budget, Utilizations, Disbursements & Balances by Object of Expenditure.

9. Accomplished the report on Appropriations, Obligations, and Disbursements as of October 31, 2017 submitted to DBM-CAR and NEDA-CAR.

CASHIERING OFFICE

In compliance to unnumbered memorandum on submission of Office's accomplishments for the year 2017, this office submits the following highlights:

1. This office's main function is the disbursement and collection of funds of the university accounts. The university has 41 checking accounts and a dollar account maintained at the Landbank of the Philippines and a savings account maintained at the Postalbank, now the OFW Bank which is a subsidiary of the Landbank of the Philippines.

Of the forty one accounts, the accounts with the highest rates of disbursements and/or collection as to amount of money involved are the two accounts for the General Fund (funds from the National Government under the General Appropriation Act), the Special Trust Fund or STF (internally-generated funds mostly from student fees, leases, and similar endeavors of the university), and the account for outside-funded projects lumped into a Trust Fund the university named as TF 911. A summary of the beginning balance and ending balances are shown in the table that follows:

	General Fund		Special Trust Fund	Trust Funds Lumped to TF 911
	Regular	Accounts Payable		
Bank Account Number	2137-9000-52	2137-9002-49	1372-0058-62	1372-0019-80
Beginning Balance	n/a	n/a	120,602,219.14	13,102,374.10
Notice of Cash Allocation	576,246,142.99	4,538,218.53	n/a	n/a
Collection	n/a	n/a	129,006,697.16	91,473,788.55
Interest Incoming (Net of Tax)	n/a	n/a	207,692.93	68,368.97
Disbursements	503,660,859.47	4,538,218.06	124,613,544.02	32,516,091.99
Reversion of NCA (To National Treasury)	72,585,283.52	0.47	n/a	n/a
Ending Balance	0	0	125,203,065.21	104,507,793.68

2. The Landbank e-payment portal has been introduced at the beginning of the year as one of the option of students in paying their tuition fees. This is for the convenience as they need not have to come to the office for payment but rather pay their dues thru bank to bank transfer. An increase in the use of the facility has been noted as the year progressed particularly for the graduate school students.

3. The office now transmits all vouchers at the end of the month to the accounting office even those with unclaimed checks. Only a copy of the DV and the check is retained. This would help in the reduction of "missing vouchers" which is one of the adverse observations of COA.

4. The university has negotiated with Landbank of the Philippines for the installation of an ATM within the premises of the university. This helps in the services of the Cashiering office particularly in the dispensation of salaries and other benefits to employees and scholarships allowances of students.

5. All plantilla personnel of the Cashiering Office were sent to seminars and trainings for professional development that boosts morale and competencies in the office. Also, all personnel are trained for major frontline services in the office especially on collection of fees such that all are involved during enrollment period thus easing the queues during such peak time.

Finally, the office would like to thank top management for its continuous support to the office.

STATEMENT OF FINANCIAL POSITION

As of December 31, 2017

ASSETS



CASH



INVENTORIES



RECEIVABLES



OTHER ASSETS

Current Assets

476,183,860.96



LAND



**PROPERTY, PLANT
AND EQUIPMENT**



BIOLOGICAL ASSETS

Non-Current Assets

6,400,263,642.23

TOTAL ASSETS

6,876,447,503.19

As of December 31, 2017

LIABILITIES

**Current
Liabilities**

155,924,060.77

FINANCIAL LIABILITIES
13,188,950.97

TRUST LIABILITIES
14,449,438.96

OTHER PAYABLES
48,202,715.55

INTER-AGENCY PAYABLES
78,029,469.54

DEFERRED CREDITS
259,468.05

TOTAL LIABILITIES
155,924,060.77

TOTAL ASSETS LESS TOTAL LIABILITIES	EQUITY	TOTAL NET ASSETS/EQUITY
6,720,523,442.42	6,720,523,442.42	6,720,523,442.42

ACCOUNTING OFFICE

Breakdown of Pre-edited Disbursement Vouchers and Purchase Orders

Fund	Processed Disbursement Vouchers/Purchase Orders
General Fund	3,688
Special Trust Fund	2,510
Revolving Fund 161 & Revolving Fund 163	2,630
Trust Fund 911	889
Special Projects	519
Purchase Orders (All Funds)	2,284
TOTAL	12,520

Breakdown of Journalized and Approved Entry Vouchers

Particulars	Prepared JEV	Approved JEV
Accrual of Interest from Bills	49	49
Adjustment of Inventory Items	7	7
Audit Disallowance	28	29
Authority to Debit Account	51	50
Automatic Closing Entries	57	29
Beginning Balances	1	1
Billing of Creditor/Employee	287	285
Collections	7,805	7,796
Completed Projects	5	5
Deposits	3,778	3,727
Depreciation of Property, Plant and Equipment	55	54
Disbursement	9,254	9,207
Disposal of Inventory Items	1	1
Establishment of Payroll	115	117
Issuance of Inventory Items	37	37
Liquidation of Cash Advance	481	478
Miscellaneous Transactions	1,675	1,673
Other Adjustments	1,089	1,069
Prepayment	1	1
Purchase/Receipt of Inventory Items	63	63
Purchase/Receipt of Plant and Property Equipment on Accounts	5	5
Receipt of Notice of Cash Allocation (NCA)	57	57
Remittance of Withholding Taxes (TRA)	101	102
Repair and Maintenance of PPE	5	5
Set-up of Accounts Payable	137	135
Staled/Cancelled Checks	27	27
TOTAL	25,171	25,009

- Reviewed and certified as to the correctness and completeness of supporting documents on Disbursement Voucher and Purchase Order and as to funds availability of financial transactions of the university on various funds, totaling to 12,520
- Maintained Student Information Account System, Withholding Tax System, Cash Advance and Liquidation System, electronic National Government, Accounting System
- Certified Availability of funds on various contracts and financial transactions
- Provided technical Assistance and Support Services
- Participated in learning and growth activities

XVI. Supply Property Management Office

Disbursement Vouchers Processed and released to concerned Offices	2,517
Purchase Orders/Contracts released to COA	1,159

Supplies and Equipment Received Inspected and Issued			
Received / Accepted			Remarks
a) Office Supplies		42,891,201.17	Complied with specifications
b) Semi-expendable supplies (14,999.99 & below)		7,413,027.91	
Equipment		39,696,576.22	
Total		90,000,806.30	
Issuances:			
Office Supplies -New purchase from all fund source	42,891,202.17		
-stock from prior years	3,623,669.00		
Total		46,514,871.80	
Semi expendable Supplies		7,413,027.91	Issued supplies and equipment per request and PPMP
Equipment covered by PAR		39,696,576.22	
Total Issuance		93,624,476.00	
Inventory as of Dec. 31, 2017			
Office Supplies (old stock-prior years)	568,496.22	568,496.22	Conducted physical counting/checking of unissued supplies or supplies available in the store rooms as of Dec. 31, 2018
Construction Supplies 2017 Procurement	3,314,026.83		
Add: Prior years	3,963,641.89		
Total Inventory End		7,846,164.94	
Received the following: - unserviceable properties surrendered by accountable personnel; - Surrendered properties, consequently issued to requesting parties.			Updated records of issued documents

Best Practices:

1. Accepting deliveries from Suppliers beyond office hours without claiming overtime pay;
2. Issuance of supplies and materials to requesting parties on time;
3. Storekeeping, safekeeping of unserviceable equipment for proper disposal;
4. Waste materials are subjected for auction as additional income of the University.

XVII. General Services Office

Major services (Floor tiling, counter tiling, installation of plumbing fixtures, water supply and drainage pipes , Roof painting , Repair/welding and painting , Rerouting and installation , fabrication, Repair/replacement , Maintenance work for electrical works in 14 different offices were 100%completed.

XVIII. Center for Culture and the Arts

With this year, the Center for Culture and the Arts has performed a total of 129 performances/activities which involved the following: (1) IP Desk, (2) Dramatics, (3) Kontad, (4) Glee Club, (5) Office of the CCA Director, (6) Sinagtala, (7) Rondalla, (8) Museum, and the (9) Marching Band.

Centennial preparations and presentations occupied the CCA for this year. CCA was in charge of major activities like the centennial recital, cultural extravaganza, and the Trinidad show. This is aside from participation of various components in other centennial activities like the centennial park opening, grand parade, awarding, fiesta, everlasting festival, and panchadchadsahan.

Furthermore, CCA also participated in the annual regional and national Culture and the Arts Festivals. The regional festival was hosted by Ifugao State University (IFSU) on November 15 to 18. CCA also participated in the National PASUC Culture and the Arts Festival which was held at Dumaguete.

Invitations for performances to CCA remained local. Many of these are government agencies conducting trainings and seminars in Baguio City. Aside from that, the various CCA performing groups remain to be the primary entertainers in institutional programs. This is especially apparent in BSU's celebration of its 31st Charter celebration on the 31st of January.

The following photos are some of the performances of various groups of CCA:



Kontad, Charter Day celebration, January 31, 2017



"Trinidad" stage show by Dramatics Arts club, September 27, 2017. The 2017 show was reinterpreted for the Centennial show



Coaches and participants to the CARASUC meet on Culture and the Arts and Sports, IFSU, Ifugao



Dexter Cawaing of BSU and partner from IFSU receive "Best in Regional Attire," PASUC Culture and the Arts Festival, Dumaguete, November 30, 2017

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The complete Sectoral Reports are
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Kara S. Panolong
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