

**YEAR-END REPORT
OF THE
PRESIDENT
CALENDAR YEAR 2004**

By

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**ACCREDITING AGENCY OF CHARTERED COLLEGES AND
UNIVERSITIES IN THE PHILIPPINES, INC. (AACCUP)**

This report has six parts, to wit: I. Introduction; II. Accomplishments; III. Major Problems; IV. Governance; V. Finance; VI. Plans for the Ensuing Calendar Year

I. INTRODUCTION

The Year 2004 paved the way for the introduction of a breakthrough in Philippine accreditation, a milestone in the history of AACCUP – Institutional Accreditation. Where evaluation by programs was the order of the day, institutional accreditation to be launched at this year's Annual Conference, is a product of a series of consultations, brainstorming sessions, seminar-workshops, trainings and retrainings. The new scheme will find initial success with the present leadership of the CHED, the Hon. ROLANDO DE LA ROSA, who not only makes pronouncements on quality education as an offshoot of accreditation but puts more teeth to such policies, through concrete actions as the closure of non-performing institutions, surely unaffected by accreditation.

II. ACCOMPLISHMENTS

A. MAJOR CONCERN

As an accrediting agency, the principal activities of AACCUP centered on the accreditation survey visits, with quality education reaching up to global standards as major concern. The schools visited and the programs surveyed were as follows:

1. Preliminary Survey

REGION	INSTITUTION/ADDRESS	PROGRAM
I	City College of Urdaneta (CCU) Urdaneta City	Elementary Teacher Education Secondary Teacher Education
III	Bataan Polytechnic State College (BPSC) Balanga City	Secondary Teacher Education Industrial Technology Nursing
	Bulacan State University (BSU) Bustos, Bulacan	Secondary Teacher Education Industrial Technology
	Tarlac College of Agriculture (TCA) Camiling, Tarlac	Agricultural Engineering Entrepreneurship Geodetic Engineering Nutrition and Food Technology
	Tarlac State University (TSU) Tarlac City	
IV-A	Laguna State Polytechnic College (LSPC) Los Baños, Laguna	Secondary Teacher Education Fishery Education Fisheries

IV-B	Mindoro State College of Agri-Culture and Technology (MinSCAT) Victoria, Oriental Mindoro	Secondary Teacher Education Agri-Bus. /Economics
	Palawan State University (PSU) Puerto Princesa City	Engineering (CE, ME & EE)
V	Camarines Norte State College (CNSC) Daet, Camarines Norte	Elementary Teacher Education Secondary Teacher Education
	Camarines Sur Polytechnic Colleges (CSPC) Nabua Campus	Electrical Engineering Mechanical Engineering Electronics and Communication Engineering Computer Engineering
	Camarines Sur Polytechnic College (CSPC) Naga Campus	Elementary Teacher Education Secondary Teacher Education
	Partido State University (PSU) Goa Campus	Business Administration Entrepreneurship Office Administration
	Partido State University (PSU) Sagñay Campus	Fisheries
VI	Negros State College of Agriculture (NSCA) Kabankalan City	Agriculture Agricultural Teacher Education Animal Science
	Northern Iloilo Polytechnic State College (NIPSC) Barotac Viejo, Iloilo	Secondary Teacher Education Agriculture
VIII	Eastern Samar State University (ESSU) Salcedo, Eastern Samar	Agribusiness
XII	Cotabato Foundation College of Science and Tecnology (CFCST) Arakan, Cotabato	Home Economics Forestry
	Mindanao State University (MSU) General Santos City	Elementary Teacher Education Secondary Teacher Education
CAR	Ifugao State College of Agriculture and Forestry (ISCAF) Potia, Ifugao	Elementary Teacher Education Secondary Teacher Education

2. Formal Survey

I	Don Mariano Marcos Memorial State University (DMMMSU) Agoo, La Union	Computer Science Science (Psychology) Science (Biology) Science (Mathematics)
III	Bulacan State University (BSU) Malolos City	Computer Engineering Electronics and Comm. Eng'g.
	Tarlac State University (TSU) Tarlac City	Computer Science Industrial Technology
IV-A	Cavite State University (CvSU) Indang, Cavite	Computer Engineering Civil Engineering
	Laguna State Polytechnic College (LSPC) Siniloan, Laguna	Agricultural Technology
V	Partido State University (PSU) Goa, Camarines Sur	Elementary Teacher Education Secondary Teacher Education
X	Central Mindanao University (CMU) Musuan, Bukidnon	Graduate: Doctoral (Edu.-Ed. Adm.) Graduate: Doctoral (Agriculture) Graduate: Master's (Education & MAT) Graduate: Master's(Agriculture)
XI	University of Southeastern Philippines (USEP) Obrero, Davao City	Elementary Teacher Education Secondary Teacher Education
XII	Cotabato Foundation College of Science and Technology (CFCST) Arakan, Cotabato	Elementary Teacher Education Secondary Teacher Education Agriculture

3. First Resurvey

III	Tarlac College of Agriculture (TCA) Camiling, Tarlac	Elementary Teacher Education Secondary Teacher Education Agriculture Animal Science Arts (Economics) Arts (Psychology) Graduate: Master's (MAEd, Agriculture)
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	Tarlace State University (TSU) Tarlac City	Elementary Teacher Education Secondary Teacher Education Industrial Teacher Education Science (Chemistry) Civil Engineering Mechanical Engineering Electrical Engineering Business Administration Accountancy
IV-B	Palawan State University (PSU) Puerto Princesa City	Elementary Teacher Education Secondary Teacher Education. Accountancy Business Administration
VI	Capiz State University (Capiz SU) Mambusao, Capiz	Elementary Teacher Education. Secondary Teacher Education Agricultural Engineering Forestry
	Iloilo State College of Fisheries (ISCOF) Barotac Nuevo, Iloilo	Secondary Teacher Education.
VIII	Eastern Samar State University (ESSU) Salcedo, Eastern Samar	Elementary Teacher Education Secondary Teacher Education
NCR	Technological University of the Philippines (TUP) Ayala Street, Manila	Industrial Technology Electronics and Communication Engineering

4. 2nd Resurvey - Level III

I	Don Mariano Marcos Memorial State University (DMMMSU) Agoo, La Union	Elementary Teacher Education Secondary Teacher Education
	University of Northern Philippines (UNP) Vigan City	Graduate: Doctoral (Educ. and Public Adm.) Graduate: Master's (MAEd, MST, MAT) Graduate: Master's (MAME, and Public Adm.)
IV-A	Cavite State University (CvSU) Indang, Cavite	Agriculture

5. On-going Assessment of Level III

I	Don Mariano Marcos Memorial State University (DMMMSU)	Elementary Teacher Education Secondary Teacher Education
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	Bacnotan, La Union	Agriculture (w/ Agro-forestry) Forestry Agribusiness Agricultural Engineering
	Benguet State University (BSU) La Trinidad, Benguet	Science (Applied Science)
	Mariano Marcos State University (MMSU) Laoag City	Elementary Teacher Education Secondary Teacher Education
	Pangasinan State University (PSU) Bayambang, Pangasinan	Elementary Teacher Education Secondary Teacher Education
II	Nueva Vizcaya State University (NVSU) Bambang, Nueva Vizcaya	Elementary Teacher Education Secondary Teacher Education Industrial Teacher Education Graduate: Master's (MPA) Graduate: Master's (MAEd) Graduate: Master's (MAT)
V	Bicol University (BU) Legaspi Campus	Graduate: Master's (Public Adm.) Graduate: Master's (MAEd) Graduate: Master's (MAIE)
	Bicol University (BU) Daraga Campus	Graduate: Doctoral (Educational Mgt.)

B. ACTIVITIES

1. Consultancy Visits

The strategy served as a cost cutting measure and aborted expectations brought about by an imprudent and premature haste to submit for accreditation. While the local task force makes the decision to determine the readiness for evaluation, advice by an outside party eliminates any bias obtaining in the institution concerned.

Pre-survey visit consultancies were conducted primarily for the following: 1) to guide SUCs on what individual or cluster programs to assess; 2) to clarify some procedural matters; 3) to facilitate the evaluation of Teacher Education programs with the end in view of helping their graduates whose qualifications for employment partly hinge on their schools' level of accreditation; and 4) to ease apprehensions on reversion to lower status of schools with expired accreditation levels.

The AACCUP undertook pre-survey consulting visits in SUCs and local colleges.

2. Training/Reorientation of Accreditors

Vis-à-vis the decision of the AACCUP Board of Trustees and the general membership to embrace Institutional Accreditation the reorientation of the regular

accreditors to the new scheme came into full swing. This was undertaken simultaneously with the training of the new accreditors so that while veteran accreditors assisted in the training of new ones even as they were also undergoing reorientation.

These 4-day trainings which seated at Tarlac State University in September 2004, classified by island, region, and SUC, and participants are found below:

Island	Region	SUC	Participants
Luzon	III	Tarlac State University	21
	III	Bataan Polytechnic State College	16
	III	Tarlac College of Agriculture	38
	I	Don Mariano Marcos Memorial State University	23
	VI	Negros State College of Agriculture	25

3. Linkages with and affiliations to national and international accrediting bodies

To boost its image as a dynamic organization, the AACCUP ever willing to learn even as it shares its expertise with others, had a few of its officials attend national and international conferences. Attendance ensued in linkages that proved mutually advantageous to both parties concerned among which are the following:

- a. The INQAAHE conference held at Muscat, Oman on March 22-24, 2004. Dr. Rosario P. Pimentel, Dr. Ruferto S. Sangalang and Dr. Manuel T. Corpus, President, Vice President and Executive Director of AACCUP, respectively attended the international assembly of quality assurance agencies.
- b. Consultation on institutional accreditation with Dr. David Woodhouse, Australian Quality Assurance Agency's President.
- c. Sponsorship by Dr. Pimentel and other AACCUP representatives to the 2003 international gathering at the Sheraton in Hongkong, for the organization of the Subnetwork Project on University Qualifications Framework which resulted in this 2004 initial steps toward institutional accreditation.
- d. Elevation of AACCUP, represented by its Executive Director, to the membership of the Asian Pacific Quality Network of INQAAHE Governing Board where the agency would sit. Later, the same official would lead in the study of the qualifications framework and present papers on the issue as they affect INQAAHE members and agencies in the Philippines.
- e. Incorporation with the ALCU-COA to form the NNQAA

On the very first month of the subject year of this report, the Securities and Exchange Commission issued the Certificate of Incorporation of the National Network of Quality Assurance Agencies (NNQAA) on January 8, 2004. It is composed of the AACCUP and the Association of Local Colleges and Universities Commission on Accreditation (ALCU-COA). The initial officers of the Board of Trustees are as follows: Dr. Rosario P. Pimentel – Chairman; Dr Benjamin G. Tayabas – Vice Chairman; Dr. Ceferina C.P. Taringting – Secretary; and Dr. Carolina P. Danao – Treasurer. The Executive Director is Dr. Manuel T. Corpus. Later, former CHED Chairman Angel C. Alcala, and former FAPE President Abraham I. Felipe joined as members of the Board.

4. Publication of a Journal and a Newsletter

Pursuant to its goal to provide a forum for national and international issues on accreditation and to have a venue for selected papers of conference presentors, the AACCUP publishes a journal at least once every two years. This is supplemented by a Newsletter, which comes out semi-annually the latest of which will be released during the Annual Conference on February 16 & 17, 2005.

5. Preparation of its Framework of Institutional Accreditation.

In anticipation of the full implementation of Institutional Accreditation, consultations and workshops had been conducted in various parts of the country regarding the revised instruments for the new scheme. This year, they were pilot-tested and later fine-tuned by the board of trustees, consultants and faculty experts in time for the historic launch on February 2005.

Specifically, drafting/revision of instruments, Handbook on Accreditation and the Framework of Institutional Accreditation for this year was conducted at the -

Great Eastern Hotel Quezon Avenue, Quezon City May 24-27, 2004	27 participants
University of Southeastern Philippines, Davao City July 22-23, 24	16 participants
West Visayas State University Iloilo City, July 26-27, 2004	17 participants
Leyte Normal University Tacloban City August 3-4, 2004	13 participants

To date the following are ready for adoption during the conference: 1.) Framework of Institutional Accreditation; 2.) Handbook of Accreditation; 3.) Master Survey Instrument (with minimum standards).

III. MAJOR PROBLEMS

The AACCUP found the following weak points/links as major hindrances for its successful operation:

1. The non-release of the long-awaited CHED subsidy which the AACCUP feels it is entitled to, just like the other private agencies;
2. Inability to automate data to maximize spatial utilization to effect efficient records-keeping;
3. Limited resources for the operationalization of the NNQAA;
4. Lack of personnel to meet the demands of the increasing number of SUCs for accreditation services.

IV. GOVERNANCE

The AACCUP is an autonomous body in accordance with law and as registered with the Securities and Exchange Commission. Governance rests on the AACCUP Board of Trustees, the policy making body of the agency that is mandated to meet regularly at least every quarter outside the special / emergency meetings conducted as the need arises. The officials are as follows:

A. Officers and Members of the Board of Trustees (2003 - 2005)

Dr. Rosario P. Pimentel	-	President and Chairman
Dr. Ruperto S. Sangalang	-	Vice President and Board Vice Chairman
Dr. Marcela T. Caluscosin	-	Treasurer
Dr. Nora J. Claravall	-	Auditor
Dr. Soledad M. Roguel	-	Secretary
Dr. Danilo S. Hilario	-	Trustee (2004 - 2005)
Dr. John S. Imlan	-	Trustee
Dr. Nilo L. Rosas	-	Trustee
Dr. Alberto J. Trinidad	-	Trustee (2003 - 2004)
Dr. Ester B. Velasquez	-	Trustee

B. Secretariat

Dr. Manuel T. Corpus	-	Executive Director
Dr. Dominic T. Martinez	-	IT Specialist
Ms. Teresita Fe T. Luzano	-	Cashier
Mr. Segundo R. Rogelio, Jr	-	Clerk
Ms. Marites S. Bolanos	-	Bookkeeper

C. Consultants

Dr. Mariano J. Guillermo
Dr. Catalino P. Rivera

Dr. Nilo E. Colinares

V. FINANCE

For the past year, four member institutions were observed to have been inactive. Activation of membership is most encouraged to strengthen the AACCUP bond among SUCs and to augment the collection of the accreditation fees which had become the sole source of funding for accreditation visits and projects. This measure had been resorted to because for the past four years, the AACCUP had not received any CHED subsidy. Despite this inadequacy however, the AACCUP was able to maintain its normal operations, to stand on its own with the financial requirements being answered by the annual dues, some membership, accreditation, and training fees.

The income realized for calendar year 2004 consists of the annual dues, accreditation and consultancy, sale of instruments, annual convention, midyear conference, workshops and trainings is reflected in the attached income statement as of December 31, 2004 with a total income of ₱2, 695,575.10. The excess of income over expenses of ₱ 533,933.68 would be explained as follows:

Excess of income over expenses CY 2003	₱ 455,472.22
Add: Depreciation expense CY 2003	142,384.44
Amount available for CY 2004	597,856.66
Excess of income over expenses CY 2004 (₱533, 933.68)	
Add: Depreciation expense 2004	73, 510.14 (460,423.54)
Amount available for 2005	₱ 137,433.12

Fixed assets were reported with 10% of cost and depreciation using the straight line method with 10% salvage value of all properties, plant and equipment.

VI. PLANS FOR THE ENSUING CALENDAR YEAR

1. Launch the Institutional Accreditation Scheme to present a more robust image for AACCUP and to reveal to the whole accreditation world the advanced stage SUCs reached;
2. Begin with institutional accreditation for SUCs, which will qualify;
3. Use the newly-revised instruments to continue with accreditation by program;
4. Maximize efforts in the work for the release of the AACCUP share from the CHED subsidy for accreditation;
5. Select and retrain experienced accreditors;
6. Undertake all pre-implementation activities for the revised instruments vis-à-vis the retraining sessions;

7. Help organize and/or strengthen the internal assessment bodies of SUCs;
8. Strengthen AACCUP's linkages with national and international quality assurance bodies;
9. Continue with the dissemination of updates and information on accreditation.
10. Invite foreign experts of accreditation for the training of trainors and accreditors on institutional accreditation.

**ACCREDITING AGENCY FOR CHARTERED COLLEGES AND
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(AACCUP)**

812 Future Point Plaza I, 112 Panay Avenue, South Triangle, Q.C.

INCOME STATEMENT


As of December 31, 2004

INCOME/REVENUE			
ANNUAL DUES			1,010,000.00
ACCREDITATION & CONSULTANCY FEE			1,262,000.00
INSTRUMENT & OTHER INCOME			78,678.09
NATIONAL CONVENTION			
Registration Fees & Materials	1,818,600.00		
Less: Convention Expenses	1,600,109.68	218,490.32	
Mid Year Conference			
Registration Fees & Materials	920,200.00		
Less: Conference Expenses	821,371.41	98,828.59	
Workshops and Trainings			
Registration Fees & Materials	388,000.00		
Less: Workshops/Training Expenses	360,421.90	27,578.10	
TOTAL INCOME/REVENUE			2,695,575.10
LESS: OPERATING EXPENSES			
Salaries & Wages	489,260.98		
Other Personnel Benefits	46,400.00		
Honoraria/Token	865,127.64		
Meals & Snacks	135,492.43		
Traveling Expenses	1,088,804.71		
Telephone, Telegraph & Internet	181,066.70		
Contributions	30,688.10		
Supplies & Materials	82,460.99		
Electricity	80,442.85		
Taxes & Licenses	500.00		
Professional Fees	4,000.00		
Repairs & Maintenance	7,052.00		
Memberships & Financial Assistance	61,500.50		
Printing Expenses	37,328.00		
Association Dues	25,490.34		
Depreciation- Office Equipment	38,925.54		
Depreciation- IT Equipment	21,081.00		
Depreciation- Office Furniture and Fixtures	13,503.60		
Miscellaneous	20,383.40	3,229,508.78	
EXCESS INCOME OVER EXPENSES			(533,933.68)

Audited by:

Certified correct:


DR. NORA J. CLARAVALL
Auditor


MARITES S. BOLANOS
Accountant/Bookkeeper

**ACCREDITING AGENCY FOR CHARTERED COLLEGES AND
UNIVERSITIES IN THE PHILIPPINES, INC.
(AACCUP)
812 Future Point Plaza I, 112 Panay Avenue, South Triangle, Q.C.
BALANCE SHEET
December 31, 2004**

ASSETS			
CURRENT ASSETS:			
	Cash in Bank (LBP)	199,689.11	
	Cash Advance for Accreditation & Operation	203,902.65	
			403,591.76
FIXED ASSETS			
	Office Equipment (net)	230,063.74	
	Office Furnitures & Fixtures (net)	103,744.00	
	IT Equipment (net)	61,844.00	
	Real Property	1,921,563.94	2,317,215.68
TOTAL ASSETS			2,720,807.44
LIABILITIES & EQUITY			
LIABILITIES			
	SSS Premium Payable	2,709.00	
	Philhealth Payable	650.00	
	Pag-ibig Premium Payable	1,800.00	5,159.00
EQUITY			
	AACCUP Equity	3,249,582.12	
	Add: Excess of Income over Expenses	(533,933.68)	2,715,648.44
TOTAL LIABILITIES AND EQUITY			2,720,807.44

Audited by:

[Signature]
DR. NORA J. CLARAVALL
Auditor

Certified correct:

[Signature]
MARITES S. BOLANOS
Accountant/Bookkeeper