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AACCUP Awards TSU with Plaque of Recognition

The Tarlac State University received last March 8 another plaque of recognition from the Accrediting Agency of Chartered Colleges and Universities in the Philippines (AACCUP) for being one of the top-ranking SUCs in terms of number of programs accredited Levels I-IV in 2018.

Dr. Elizabeth Amurao, director of the Quality Assurance Office, said TSU had 27 programs accredited in 2018, hence the award. She added that TSU had been receiving the award every year since 2014.

Dr. Myrna Q. Mallari, TSU president and AACCUP chair, was present during the ceremony.

Dr. Armee V. Rosel, Vice President for Research and Extension Services, received the plaque of recognition along with other university officials: Engr. Bernardino P. Nalipay, an accreditor and a faculty member of the College of Engineering; Dr. Nino B. Corpuz, an accreditor and a faculty member of the College of Education; Dr. Agnes M. Macaraeg, dean of the College of Arts and Social Sciences; and Dr. Leodivina P. Tagama, an accreditor and a faculty of the College of Education.

The award was given during AACCUP's 32nd Annual National Conference held at the Grand Ballroom Hall, Century Park Hotel, Malate, Manila.

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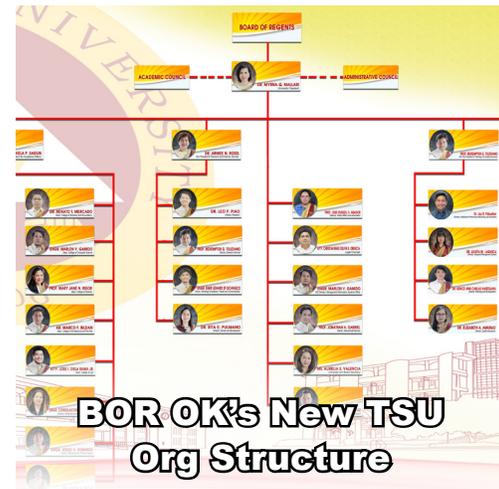
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Editorial

March is the Month for Women

Women have countless contributions towards the advancement and development of society despite the stereotype that women have solely domestic purposes. In lieu of acknowledging these efforts, society had made a way to commemorate these contributions through the Women's Month.

The annual celebration of women's month highlights the contributions of women to events in history and contemporary society.

As early as 1911, the contributions of women in society are being celebrated. In 1980, President Jimmy Carter passed the first presidential proclamation declaring the week of March 8 as National Women's History Week. By 1986, due to its growing popularity, 14 states in the U.S. had declared March as Women's History Month – eventually institutionalizing the commemoration.

A part of the worldwide observance of the International Women's Month, its celebration in the Philippines were grounded on the following legal bases:

- Proclamation No. 224 s.1988 declares the first week of March as Women's Week and March 8 as Women's Rights and International Peace day;
- Proclamation No. 227 s.1988 provides the observance of the month of march as Women's Role in History Month: and
- Republic Act 6949 s.1990 declares the 8th of March of every year as National Women's Day.

The Tarlac State University

celebrates women's month in line with the national women's month celebration, together with the 18-day campaign to end the violence against women celebrated November 25 to December 12, and in which its activities are aligned to the ones prescribed by the Philippine Commission of Women – the lead agency working for the promotion of gender equality, women's empowerment, and women's rights.

Bearing the theme "We Make Change Work for Women," this year's women's month highlights women empowerment as they contribute to and benefit from society's development and changes, in addition to strengthening the efforts in improving and tracking the improvements on the efforts of the Magna Carta of Women (Republic Act 9710) – a comprehensive women's rights law seeking to eliminate the discrimination against women.

The emphasis on women empowerment and the realization of the Magna Carta of Women are reflected on the following activities that would be carried out throughout the month:

The following are the series of activities TSU has prepared to celebrate Women's Month.

- **Serbisyo para kay Juana.** Personal care services such as manicure, pedicure, and haircut provided to women and men, particular to the rank and file employees of the university. This is done as a way of thanking them for being part of the university.

- **#Juana Says.** An online advocacy showcasing inspirational quotes from women of different fields with

the use of social media sites.

- **Purple Fridays.** The community is encouraged to wear anything purple every Friday for the entire month in lieu of the support for the activity. This is done for the advancement of women's rights and gender equality, break gender stereotypes and stop gender-based violence and discrimination against women.

- **Production and Distribution of IEC materials.** Laws on women's rights are distributed in forms of brochures and bookmarks that are distributed within the university.



Bulletin

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Seminar Helps Participants Understand Seriousness of Procurement Plan Preparation



To help officials, employees and students of the Tarlac State University prepare their annual project procurement management plans, the TSU Procurement Unit conducted last March 6 at the AVR a seminar on the provisions of Republic Act 9184, otherwise known as the Government Procurement Reform Act, and its implementing rules and regulations.

Dr. Glenard T. Madriaga, Vice President for Administration and Finance, said in his welcome remarks that the preparation of the annual PPMP had “always been taken for granted.”

But this should not be the case, he said, emphasizing the importance of being “responsible and serious” in the preparation of the PPMP.

Procurement unit head Elena May T. Teofilo, who served as the resource speaker, discussed the three activities in the procurement of goods: procurement planning, preparing the bidding documents, and pre-procurement conference.

Plans for procurement, she said, should be “linked to budget.”

This means that “(a)ll procurement should be within the approved budget of the

Procuring Entity and should be meticulously and judiciously planned by the Procuring Entity concerned,” according to RA 9184.

In preparing the bidding documents, she said, “one has to ensure that these accurately and comprehensively reflect the main elements of the PPMP.”

She also explained the importance of the pre-procurement conference.

“The pre-procurement conference is the forum where officials of the university involved in the project meet to discuss all aspects of the project to determine the university’s readiness to undertake the procurement,” she said.

Mr. Rico Tomas, chair of the Bids and Awards Committee for Goods and Services, said attendance by end-users in the pre-procurement conference “is a must.”

“Absence means the request will be removed,” he added.

Teofilo explained that while the main method of procurement should be through competitive bidding the university may resort to alternative methods provided that doing so would “promote economy and efficiency.”

She identified these methods as limited source bidding (selective bidding), direct

contracting (single source procurement), repeat order, shopping, and negotiated procurement.

Dr. Jonathan A. Gabriel, Director of the university’s Internal Audit Services Office, said officials and employees should take the preparation of PPMP “very seriously” because “it has impact on the operations of the university.”

“Overstocking of supplies and materials, for instance, if discovered by the Commission on Audit, can be considered as a violation of the law,” he said.

If not planned properly, procurement can lead to wastage of resources, he said.

He said serious preparation of PPMP means making “reasonable estimates” of future consumption of supplies and materials.

It also entails diligently making a record of the utilization of supplies and materials, which can then serve as basis in estimating future monthly consumption, he said.

Procurement seminars, he added, are useful because they can help officials and employees realize why and how they should treat the preparation of PPMP seriously.

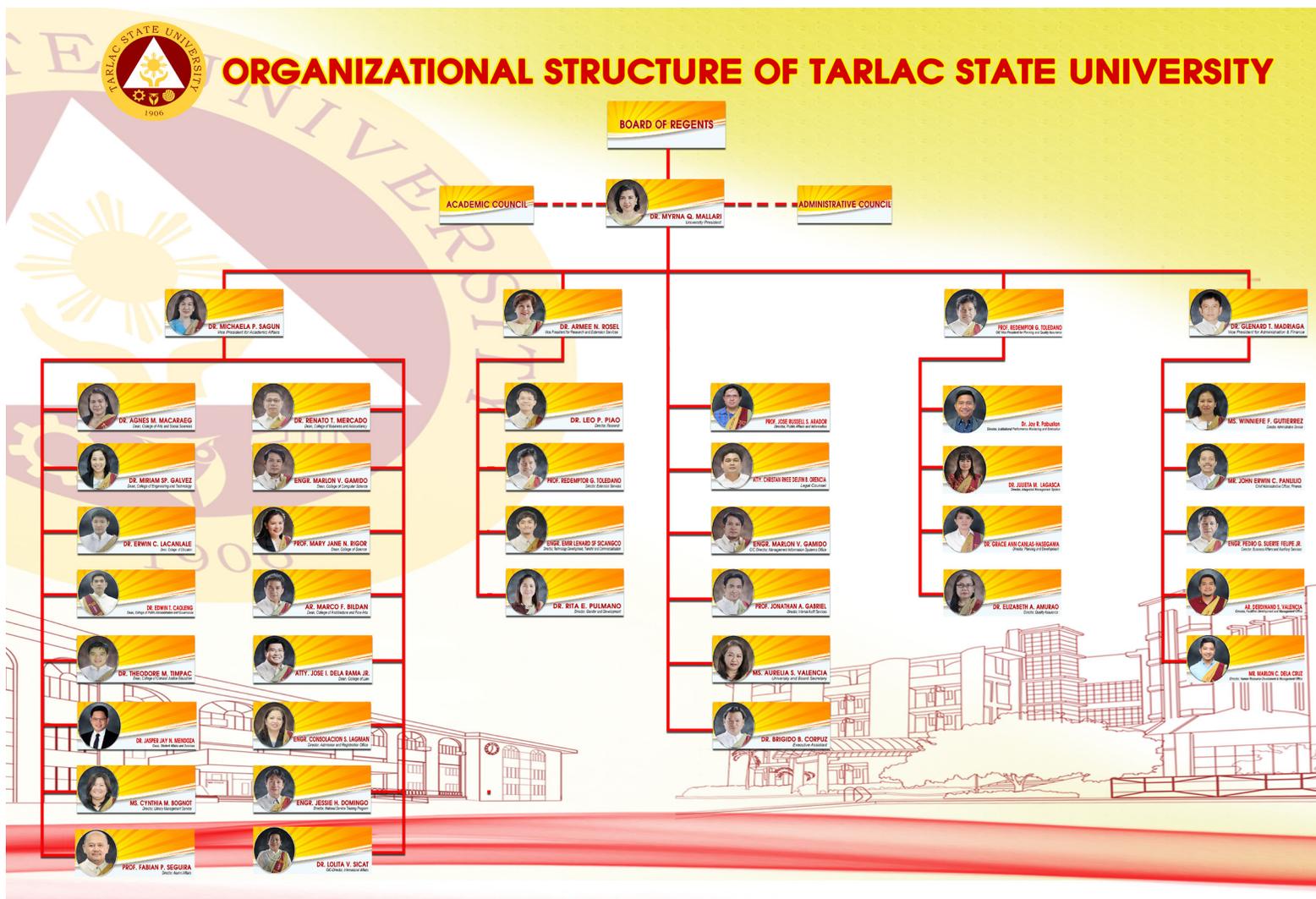
March Memories



National Women's Month Celebration



Orientation/Awareness on Emergency Preparedness and Actual Demonstration on Fighting and Search and Rescue



BOR OK's New TSU Organization Structure

In its regular meeting held last March 8 at the CHED Central Office, Diliman Quezon City., the Board of Regents of the Tarlac State University approved the university's revised Organizational Structure.

The Vice President of Institutional Linkages and External Affairs (VPILEA) was replaced by a newly created Office of the Vice President for Planning and Quality Assurance (VPPQA).

TSU President Myrna Q. Mallari designated Prof. Redemptor Toledano, Director of the University Extension Services Office, as officer-in-charge from April 1 to August 15, 2019.

Dr. Lolita V. Sicat, Director of the Office for International Affairs, was designated OIC of VPQA from August 16-December 31, 2019.

Under VPQA, the offices will be headed by the following directors: Dr. Elizabeth Amurao, Institutional Quality

Assurance; Dr. Grace Anne Hasegawa, Planning and Development; Dr. Jay Pabustan, Institutional Performance Monitoring and Evaluation; and Dr. Julieta Lagasca, Integrated Management System. Their designations takes effect on April 1, 2019.

The 2019 TSU Organizational Structure was approved by the Board of Regents through BOR Resolution No. 8, s. 2019.

In connection with this, the Office of Public Affairs and Information (OPAI) under Prof. Jose Russell S. Arador was renamed Office of Public Affairs and assigned to the Office of the University President.

The Office of Alumni Affairs, headed by Prof. Fabian Seguirra, was moved to the Office of the Vice President for Academic Affairs and the Office for International Affairs was moved to the Office of the Vice President for Academic Affairs.

Mendoza, Former Educ Associate Dean, is Now Dean of Students

Dr. Jasper Jay N. Mendoza, former associate dean of the College of Education, has been named as the new Dean of the Office of Student Affairs Services (OSAS).

In Administrative Order 22, dated March 29, 2019, Tarlac State University President Myrna Q. Mallari designated Mendoza OSAS Dean “effective April 1, 2019 until March 31, 2020, unless sooner terminated and subject to the Annual Performance Review.”

“As (OSAS) Dean, Dr. Mendoza will perform the functions stated in the TSU Code, Title III, Chapter 4, Article 90, page 25, and others which will be assigned by proper authorities,” according to the AO.

Mendoza replaced Dr. Edwin T. Caoleng, who, by virtue of another Administrative Order, was designated Dean of the College of Public Administration.

He holds a Doctor of Philosophy in Educational Management degree from the Holy Angel University in Angeles City, Pampanga, and a Master of Arts Major in Physical Education degree from the Araullo University in Cabanatuan City.

Mendoza, an assistant professor, finished the degree Bachelor in Secondary Education Major in Physical Education, Health and Music from the TSU College of Education in 2003.

He served as a national accreditor

of the Accrediting Agency of Chartered Colleges and Universities in the Philippines (AACUP) and an executive assistant to the Vice President for Academic Affairs.

Prior to these, he served in the following capacities: chairperson of the Bachelor of Physical Education program; chairperson of the University Band and Rondalla Ensemble; supervisor of the Student Teaching Organization; coordinator for Alumni Affairs; coordinator of the Sports Management and Development Office; and Adviser of the Music, Arts, Physical Education and Health Educators Association.

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President Names Caoleng as CPAG Dean

Dr. Edwin T. Caoleng, the Dean of Students, has been assigned as Dean of the College of Public Administration and Governance.

In Administrative Order No. 23, s. 2019, President Myrna Q. Mallari designated Caoleng as CPAG Dean “effective April 1, 2019

until March 31, 2020, unless sooner terminated and subject to the Annual Performance Review.”

As Dean, Caoleng “will perform the functions stated in the TSU Code, Title III, Chapter 1, Articles 44-46, 52, pp. 12-15, and others which will be assigned by proper authorities.”

He “will be entitled to all the benefits and privileges due his designation, subject to accounting and auditing rules and regulations,” according to the memo.



TSU Continues to Implement Energy Conservation Measures

Tarlac State University (TSU) has started the semester by initiating means to conserving energy. Through Memorandum Circular No. 1, s. 2019, the conservation program is disseminated for the compliance and information of the university community.

The tasked of monitoring and maintenance are given to the deans of the colleges, heads of offices and ENERCON officers identified by TSU Administrative Order No. 104, s. 2014.

The officers are expected to enforce compliance of their respective constituents, as well as apprehend violators and

report them to proper authorities.

The initiative includes policies on the use of the airconditioning systems – such as time of use (9:00 a.m. to 5:00 p.m. with 12:00 noon to 1:00 p.m. fan mode), thermostat settings at 25 °C, and maintenance and disposal – as well as of the replacement and time of use of lightings

This energy conservation program is being implemented in accordance with the continuing austerity program of the government in addition to the Ecological Solid Waste Management Act or Republic Act No. 9003 dated January 26, 2001.

Chem Prof to Head Student Research, Accreditation, Records Unit

Prof. Evangeline D. Guiang, a faculty member of the College of Science, has been designated as head of the Research, Accreditation and Records Unit of the TSU Student Affairs and Services Office.

According to Administrative Order No. 15, dated March 15, 2019 and issued by Dr. Myrna Q. Mallari, TSU President, Guiang will perform the following functions:

- Spearhead the conduct of researches on student affairs and services, including its dissemination and utilization;
- Plan and coordinate programs, projects and activities to comply with the requirements of Area IV (Students) of

the Program Accreditation and Area V(Students) the of Institutional Accreditation of the Accrediting Agency of the Chartered Colleges and Universities of the Philippines, Inc. (AACCCUP);

- Receive, file and manage the records of the Office of the Student Affairs and Services in compliance with applicable laws, rules and regulations, and sound records management practices, and make available the same for accreditation; and
- Perform other related functions to be assigned by proper authorities.

Procedure in Requesting Info, Docs Set

In a memorandum order dated March 26, 2019, Tarlac State University President Myrna Q. Mallari laid down the procedure for requesting data or documents from TSU offices.

The procedure, she said, will settle “some issues pertaining to the non-disclosure, availability and accessibility of information, data or documents in the possession of offices in the University.”

“Most of the data or documents requested are needed for academic and accreditation purposes,” she added.

Requests for data, information and documents should follow the following procedure:

- The requesting office/person should formally address its request in writing;
- The letter request must be addressed to the office-

data-keeper identifying the itemized data/documents to be released;

- The letter must be very limited and specific as to the data requested;
- The letter must state the definite purpose for the data or document being requested;
- The letter must specify evidence or its reasonableness as to the necessity of the requested data in relation to its purpose;
- The letter must be recommended by the Data Privacy Officer, as the Compliance Officer;
- The letter must be approved by the University President, as the Head of the Agency and as the Personal Information Controller as specified in the Data Privacy Law of 2012.

TSU Vision, Mission, Quality Policy to be Recited During Flag Ceremonies



As “some of the vital information which the stakeholders of the University must know by heart,” the Tarlac State University’s vision and mission statements, as well as its Quality Policy, are now mandated to be recited during flag ceremonies held every Tuesday at TSU’s various campuses.

In a memorandum order dated March 15, 2019, President

Myrna Q. Mallari said the vision, mission and quality policy statement of TSU “are hereby required to be recited like mantras during the weekly Flag Ceremony effective March 26, 2019.”

“The Office of Public Affairs and Information (OPAI) is hereby authorized to include the recitation by the ceremony’s attendees of the Vision, Mission, and Quality Policy of the University,” the memo said.

“Due to the maximum attendance of students and personnel, the Flag Ceremony is an ideal assembly to announce and disseminate importance matters and information affecting the University,” the president said.

150 Join Seminar on Women Empowerment

Some 150 personnel of the Tarlac State University participated in a university-wide seminar titled “Women Empowerment: Health, Wealth, Safety and Well-being in the Workplace” last March 4 at the main campus audio-visual room.

Dr. Corazon Aguilar-David, the seminar’s resource speaker, divided her talk into four areas of discussion: Health, Wealth, Safety and Well-Being. She discussed women’s right to health as enshrined in the following laws: the Labor Code of the Philippines; the Anti-Hospital Deposit Law; the Civil Service Commission’s rules on sick leave; Republic Act 9710 (Magna Carta of Women); and the Early Retirement Law.

As examples, she cited women’s right against illegal detention; their right to be admitted in the hospital on emergency cases even in the absence of money for deposit; their right to menstrual leave and to sick leave even without available leave credits; their right to PhilHealth coverage; and their right to be exempted from night-shift work.

The Women in Nation Building Act, the Labor Code of the Philippines,

the Code of Conduct and Ethical Standards, the Civil Code of the Philippines, and the Cooperative Code of the Philippines, she said, ensure that women enjoy their right to wealth. She then proceeded to elaborate on each item.

Women’s right to safety was another topic Aguilar-David explored, touching on the Philippine Constitution, the Anti-Sexual Harassment Law, the Building Code of the Philippines, and the Comprehensive Dangerous Drugs Act of 2002.

But these rights, she cautioned, are not without limitations.

For instance, she said, “a woman worker may only avail of the menstrual leave if she is still in her reproductive age.”

Other examples she cited: “The right to hospital admission without deposit applies only on emergency cases and there remains the obligation to pay the hospital bill upon execution of a promissory note.”

She capped the seminar by emphasizing the importance of a “good mental well-being,” adding that it “will have an impact on your daily functioning, including your behavior



and production.”

David holds five degrees: Bachelor of Arts in English; Bachelor of Laws; Master of Public Administration; Master of Professional Studies major in Educational Supervision; and Doctor of Education major in Human Rights Advocacy Course.

Her awards include: Best Trainer Award (given by the Philippine National Police); the Ruby Soroptimist International Pennsylvania Award; the Women Helping Women Award; the Best Legislation Analysis Award (given by the United Nations Development Program); the Natatanging Kawani ng Pamahalaan Award; and the Woman of Distinction Award.

5 TSU Students Undergo OJT in HK



Five Hotel and Restaurant Management (HRM) students of the Tarlac State University arrived in Hong Kong last March 3 for their four-month-long on-the-

job training at the Le Meridien Cyberport Hotel.

The hotel is “an urban resort nestled along the sea in the South side of Hong Kong Island, surrounded by the green backdrop of Pok Fu Lam Reservoir and Victoria Peak.”

Upon their arrival, the students—Princess Ramirez, Lianna Patricia Tolentino, Alvin Canonizado, Cedric Ivan Miranda and Dianne Melafior Malanot—visited Consul General Antonio A. Morales to register in the Philippine consulate.

Dr. Michaela Marvie P. Sagun, TSU Vice President for Academic Affairs, accompanied the students.