



# SPU Manila INTER-OFFICE BULLETIN

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## 2015-2016 YEAR-END MANAGEMENT REVIEW SESSION

9-10 June 2016  
8:00 A.M. – 5:00 P.M.  
2/F, HRM Training Center

### OBJECTIVES:

At the end of the session, the attendees will be able to:

1. Appraise the SY 2015-2016 accomplishments at the unit, division, and university levels;
2. Review the Balanced Scorecard framework in the planning and implementation of the strategic and operational plans;
3. Integrate university-based unit plans in the division plans; and
4. Experience the expression of the five Paulinian values within the management team.

### PARTICIPANTS:

All members of the SPU Manila Management Team; University Strategic Objective (USO) Champions; Faculty, Academic Non-Teaching Staff, Non-Academic Personnel, and Student Representatives.

### PROGRAM:

#### Day 1

TIME	ACTIVITY
8:00–8:45	Registration Opening Prayer Leveling of Expectations/Introduction of Session Opening Remarks ( <i>Sr. Ma. Evangeline Anastacio, SPC</i> ) Introduction of New/Changes in the Management Team
8:45–9:15	Review of the University Strategic Plans Presentation of the BSC Survey ( <i>Dr. Marichen Dychangco</i> )
9:15–10:00	Presentation of Accomplishments by the <b>LOP Champions</b> ( <i>Sr. Jesusa Taccad,</i> <i>Ms. Myra Arañas, Ms. Joanne Popanes</i> )
10:00–10:30	A.M. Snacks
10:30–11: 15	Presentation of Accomplishments by the <b>IPP Champions</b> ( <i>Dr. Rhoda Reyes, Ms. Regina Cachero, Dr. Marichen Dychangco</i> )

12:00-1:00	Lunch
2:15-3:00	Presentation of Accomplishments by the <b>FRP Champions</b> ( <i>Mr. Emmanuel Ampong, Ms. Mabel Abear, Ms. Abigail Valenzuela</i> )
3:00-3:30	P.M. Snacks
3:30-4:00	Presentation of Accomplishments by the <b>Spirituality Champion</b> ( <i>Mr. Jerome Cleofas</i> )
4:00-4:45	Direction Setting of Selected Units for SY 2016-2017 ( <i>CRID, STAR, Library, CM, CDC, ICT, IRO-LDC</i> )
4:45-5:00	Recap/Reminders Closing Prayer
1:00-1:30	Personal Time
1:30-2:15	Presentation of Accomplishments by the <b>LCP Champions</b> ( <i>Ms. Angelica Gonzales, Sr. Flordeliza Deza, Dr. Jennifer Olivar, Ms. Maridel Negradas</i> )

## Day 2

TIME	ACTIVITY
8:00- 8:30	Registration/Opening Prayer Recap of Day 1
8:30- 9:00	Directions of the SHS ( <i>Sr. Felicitas Bernardo, SPC</i> )
9:00-10:00	Balanced Scorecard: A Refresh ( <i>Sr. Evangeline Anastacio, SPC</i> )
10:00-10:30	A.M. Snacks
10:30-12:00	Operational Planning Session by Division
12:00- 1:00	Lunch
1:00 - 1:30	Personal Time
1:30 - 2:30	Presentation of Operation Plans by Division: <b>Academic Services</b>
2:30 - 3:00	Presentation of Operation Plans by Division: <b>Student Services</b>
3:00 - 3:30	P.M. Snacks
3:30 - 4:00	Presentation of Operation Plans by Division: <b>Christian Formation</b>
4:00 - 4:30	Presentation of Operation Plans by Division: <b>Administrative Services</b>
4:30 - 5:00	Recap/Reminders Closing Prayer

## SPU Manila 2016-2017 Targets

### Learners and Community Perspective (LCP)

- Implementation of MOU with existing partner communities
- Sustained support for existing GIA grantees

- At least 25 SHS Students granted scholarship
- “Student Care” a prominent feature of SPU Manila education
- Three percent of graduates getting employed in partner companies as a result of the school’s partnership
- Five resource persons from partner companies getting involved in SPU Manila school activities and projects
- At least 300 new Senior High School Students
- 90% average cohort rate from 1<sup>st</sup> Year to 2<sup>nd</sup> Year
- >0 No. of students beyond the break-even point (BEP) in critical programs: Graduate School, TEP, CMPA, CNAHS, TCP
- Decrease in the number of students taking up courses through tutorial and special classes
- A satisfaction rating of at least 3.26 in the following service units: Registrar’s Office, Finance Office, and Canteen
- Shorter cycle time in the delivery of services as evidenced by an increase in customer satisfaction

### **Learning Organization Perspective (LOP)**

- 80% of employees having attended at least 50% of the Paulinian Formation Program activities
- One “Kapihan” session carried out between and among administrators and employees/ between and among administrators and students
- 8 in-campus training for administrators, lay managers, faculty, and non-academic personnel
- 85% of administrators, full time faculty, and staff attending in-campus training
- 60% of administrators, 50% of faculty and 10% of staff sent for off-campus training, conferences, and/or seminars
- 80% of administrators, faculty, and staff receiving a performance rating of 3.26 and above
- Succession plan approved and communicated to all concerned
- 80% of the managers having attended at least 80% of the scheduled Managers’ Development Training Activities

### **Internal Process Perspective (IPP)**

- Insights, reflection papers, and evaluation results showing evidence of the integration of Paulinian core values in programs, processes, and activities
- Above national passing rate in licensure examinations
- At least one Board placer in any program
- One award per academic program
- HRM and CS Programs with PAASCU Level 3 Accreditation
- Tourism, IT, and Entrepreneurship Programs with PAASCU Level 2 Accreditation
- All programs conducting tracer studies
- 80% of senior students obtaining a satisfactory evaluation rating in OJT/ Practicum from their industry supervisors
- 50% of full-time faculty actively engaged in scholarly work (research or creative work) within the last five years
- 5% of full-time faculty with patents or publications in internationally indexed journals and/or books published by reputable academic presses in the last five years

- Research studies accepted for paper presentations: five nationally/ two internationally
- 30% of full-time faculty having doctoral degrees
- 100% of full-time faculty members having required qualifications.
- One institutional project responding to the needs of the communities served
- Participation of all departments and units in the community outreach project
- Reviewed and updated policies, procedures, and work instructions in unit and division levels
- One Internal Audit conducted
- Compliance with requirements for an Autonomous University

### **Fiscal Resource Perspective (FRP)**

- Evidence of practice of good governance and stewardship
- Addition of one alternative source of revenue other than tuition fee
- Viability of value-innovated programs
- 3% increase in net income from alternative sources of revenue

## **Orientation and Workshop of PEAC Regional Program Associates**

As mentioned in an earlier *Inter-Office Bulletin*, St. Paul University Manila accepted the designation of Regional Secretariat for NCR of the Private Education Assistance Committee (PEAC) (formerly Fund for Assistance to Private Education or FAPE).



SPU Manila President, Sr. Ma. Evangeline Anastacio, SPC, automatically became the Regional Director of the PEAC- NCR, and the regional office is now located in the SPU Manila Campus.

A recent activity held in SPU Manila is the Orientation and Workshop of PEAC Regional Program Associates. See photo below.



## CHED CERTIFIES SPU MANILA AS DELIVERING HEI

The Commission on Higher Education (CHED) has certified SPU Manila as a Delivering Higher Education Institution during the K to 12 Transition Period.

SPU Manila is one of the 149 schools in the Philippines granted by CHED to be a DHEI. There are only 34 DHEIs in NCR.

In connection with CHED Memorandum Order NO.4 Series of 2016 (Guidelines for Graduate Education Delivery in the K to 12 Transition Period), the Commission has approved the second of three batches of participating institutions, particularly as delivering higher education institutions (DHEIs) of programs under the K to 12 Transition Program of the Commission. The programs will be delivered starting academic year 2016-2017. In SPU Manila, the approved programs are: Master in Business Administration, major in Information Systems; MA English, major in IT and Multimedia Arts; and PhD Leadership and Governance in Health Care Organizations.



## DISTINGUISHED SPCM ALUMNUS HONORED IN MEMORIAL SERVICE



Former Ambassador to Japan and former Secretary of Foreign Affairs, Domingo L. Siazon, Jr. was honored by his colleagues, friends, and family in a Memorial Service held at 2:00 P.M., 3 June 2016 in the Santuario de San Antonio in Forbes Park.

Joseph Estrada, former Philippine President and a classmate of the ambassador in the Ateneo de Manila, led the distinguished group of eulogists, which included Siazon's colleagues in the United Nations Industrial Development Organization (UNIDO), Mr. Antonio Lopa representing High School class of 1955, and Mrs. Alice Tesoro-Guerrero, a family friend. The eldest grandson and Siazon's older son, Dan, spoke on behalf of the family, with Dan singing the song his dad used to sing for him, "Danny Boy."



Domingo Lim Siazon, Jr. (July 9, 1939–May 3, 2016) was a Filipino diplomat. He served as the Director-General of the United Nations Industrial Development Organization from 1985 to 1992, the 18th Philippine Secretary of Foreign Affairs from 1995 to 2001, and the Philippine Ambassador to Japan from 2001 to 2005.



In 1976, Siazon was named Philippine Ambassador to Austria, where he concurrently served as Philippine Permanent Representative to the United Nations in Vienna and to the International Atomic Energy Agency (IAEA). He was the former Secretary of Foreign Affairs of the Republic of the Philippines and Director-General of the United Nations Industrial Development Organization (UNIDO) from 1985 to 1992.

Siazon obtained his Bachelor of Arts Degree in Political Science from the Ateneo de Manila University. He earned a second degree in Physics from the Tokyo University of Education where he studied as a Japanese government scholar. He also has a Master of Public Administration from the John F. Kennedy School of Government, Harvard University in Massachusetts and an economics certificate from the Economic Institute of the University of Colorado.

He was fluent in Ilokano, English, French, Spanish, Japanese, German, and Tagalog.

Siazon died on May 3, 2016 in Tokyo, Japan after a battle with prostate cancer. He was survived by his wife, Kazuko, their two children, and grandchildren.

Jun Siazon was a Paulinian, having studied in SPCM until Grade 5, along with his sisters, and his mother, who came back to school after having 11 children. Understandably, there were a good number of alumnae from many batches who attended his memorial service.



High School 1968 graduates came in full force for their classmate, Florecita, seated 4<sup>th</sup> from left.

## ALUMNAE GATHERINGS



**AB 1987 Get-Together**  
**With Rachelle Victoriano-Cano, Peachy Vibal-Guioquio, Eva Catherine Nicodemus, Elka Ruivivar and Tessie Domingo-Nelmida**

**Psych 1982 Get-Together**  
**Arelen Aurellado-Morris, Malu Guidote-Vargas, and Camille Caces-Garcia**

