



BATANGAS STATE UNIVERSITY

The National Engineering University

BATSTATEU ENGAGES EXTERNAL STAKEHOLDERS TO THE UNIVERSITY

BatStateU forges stronger industry and government partnerships

Batangas State University (BatStateU) is strengthening its engagement with external stakeholders through a multi-faceted approach that aims to enhance its academic programs, research initiatives, and community impact.

Government Partnerships

The university's governance structure, as outlined in Republic Act No. 11694, includes representatives from key government agencies, such as the Senate, the House of Representatives, NEDA, and DOST. This ensures a strong connection between the university and national policymakers, fostering collaboration on issues of national significance.

Industry Collaborations

BatStateU has established Industry Advisory Councils for all academic programs. These councils, composed of industry experts, play a crucial role in reviewing and developing curricula, ensuring that programs are aligned with industry needs. By working closely with industry partners, the university can provide students with practical skills and knowledge, enhancing their employability. Member of IAC is composed of professional organizations, alumni and industries.

Independent Evaluations

To maintain high standards of quality, BatStateU undergoes regular External Program Management Reviews (EPMR). These independent evaluations, conducted by external experts, assess the effectiveness of the university's extension service programs. By seeking external feedback, the university can identify areas for improvement and implement strategies to enhance the impact of its community engagement initiatives.

Through these strategic partnerships, BatStateU remains positive that these can support the delivery of high-quality education, and impactful research to make a positive contribution to society.

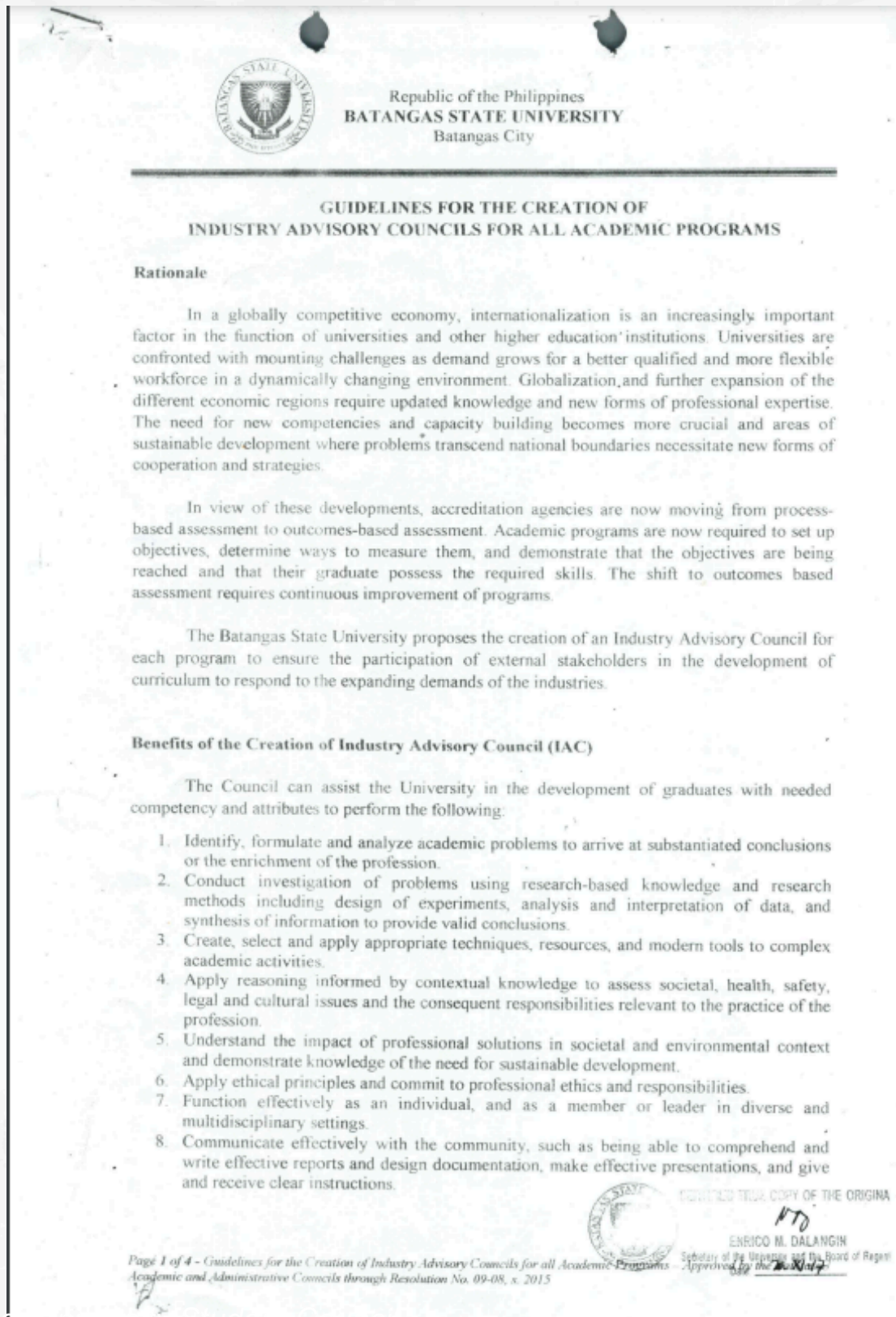
Source: University Student Council



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9. Demonstrate knowledge and understanding of management principles and apply these to one's own work and as a member or team leader in managing programs/projects in multidisciplinary environments.
- 10 Recognize the need for, and have the preparation and ability to engage in independent and life-long learning.

Composition of the Industry Advisory Council

An Industry Advisory Council is a team of external stakeholders for a particular academic program in the University. It consists of alumni, employers and representatives from an Accredited Professional Organization (APO) for board programs and from a national professional organization (NPO) for non-board programs. Alumni members are graduates of the program with at least supervisory position at the time of Council assignment while employers are managers or directors of industries/companies where a number of program alumni are employed. The Council shall also include two internal stakeholders from the program – one (1) faculty member and one (1) student.

The department managing the program shall be responsible for identifying and evaluating the nominees to the Council.

Colleges in different campuses offering the same program shall be clustered under one Industry Advisory Council. Extension campuses shall be represented by their alumni.

Qualifications of Council members:

Alumni (2)

1. Must have graduated from the program for at least 3 years
2. Holds at least a supervisory or managerial position in his/her current employment
3. Possesses good moral character and strong support to the University
4. Preferably assigned within the region in most of his working time

Employer

1. A company/industry/business/corporation employing many graduates of the program
2. Line of business is within the program's area or field of specialization
3. Willing to send representatives who are graduates of the University on official travel during Council meetings and gatherings
4. Has active social responsibility programs and initiatives

APO

1. National organization/association of professionals in the identified areas of practice of the program duly accredited by the Professional Regulations Commission
2. Willing to send a representative (preferably one of its national officers) on official travel during Council meetings and gatherings
3. Has active social responsibility programs and initiatives

NPO

1. A national organization/association of professionals in the identified areas of practice of the program
2. Willing to send a representative (preferably one of its national officers) on official travel during Council meetings and gatherings
3. Has active social responsibility programs and initiatives



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Duties of the Industry Advisory Council

The Industry Advisory Council shall perform the following duties:

- Assist the University in curriculum development
- Update the University with the trends, issues and emerging technologies in the industry to give prospective graduates the required competence in the actual workplace
- Meet twice annually to address the different concerns in the program or area they represent
- Support the University's effort for Continuous Quality Improvement – a periodic feedback process for changing any aspect of a program
- Confirm that proposed program educational objectives reflect industry needs
- Provide general advice on curricular matters
- Provide advice on practical training for students
- Suggest suitable topics for faculty and student researches
- Discuss global trends in the practice of the program

Functions and Privileges of the Industry Advisory Council:

1. Elect a Council chairperson and assign the individual terms of reference
 - Note that the alumni member, the employer member and the National Program Organization (NPO) representative shall serve a two-year term of duty.
 - The elected chairman shall be responsible for the following:
 - act as committee spokesperson whenever needed
 - coordinate with the program chairman or department head on matters pertinent to committee decisions and recommendations
2. Attend a maximum of two meetings annually arranged by the department and mutually approved by all members
3. Participate in the development, review and monitoring processes of:
 - a. Program educational objectives
 - b. Student outcomes
 - c. Curriculum
 - d. On-the-job training/internship programs
4. Recommend plans and actions for continuous program improvement
5. Provide consultations and assistance to the department whenever necessary
6. Participate in University/departmental gatherings to provide opportunity for student-faculty-industry interactions
7. Propose suitable areas for faculty and student projects and researches
8. Advocate activities for extension and community service

Procedure for the Formation of the Industry Advisory Council:

1. The Department shall identify three potential alumni members and three industries/companies. Technically, there shall only be one APO/NPO. The contact details

Page 3 of 4 - Guidelines for the Creation of Industry Advisory Councils for all Academic Programs approved by the BatState Academic and Administrative Councils through Resolution No. 09-08, s. 2015



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ENRICO M. DALANGIN
Secretary of the University and the Board
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for each of these must be reviewed by the Dean/Vice President for Academic Affairs prior to submission to the University President.

2. The University President shall send letters of invitation and request approval from the respective HR manager/department head of the company/corporation/agency for the official participation of shortlisted alumni members.
3. The Vice President for Academic Affairs/Dean/Department Head/Program Coordinator shall provide clarifications and assistance whenever necessary during the waiting period.

Cost for the University

Each member of the IAC is entitled to a per diem of P2, 500.00 (standard rate for external member) per meeting and together with the internal stakeholders shall be provided with meals and snacks subject to auditing and accounting rules and regulations.

Source: University Student Council



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The Extension Service Manual

ANNEX 14

EXTERNAL PROJECT MANAGEMENT REVIEW (EPMR)

COMMITTEE FOR EXTENSION SERVICES

(Based on Board Resolution No. 322, s.2016)

Section I. The Concept of External Program Management Review (EPMR)

External evaluation is a form of quality review, enquiry or exploration, or a process that uses people external to the program or institution to evaluate quality or standards. It is also the evaluation of the quality of a unit carried out by a selected team of experts who are not connected to the unit evaluated. UNESCO defines the concept as a judgmental process, whereby a specialized agency collects data, information, and evidence about an institution, a particular unit of a given institution, or a core activity of an institution, in order to make a statement about its quality. External evaluation is carried out by a team of external experts, peers, or inspectors, and usually requires three distinct operations: (a) analysis of the self-study report; (b) a site visit; and (c) the drafting of an evaluation report.¹

The external program management review (EPMR) is a form of an independent evaluation conducted by a committee composed of experts external to the Batangas State University, as a higher educational institution, of an extension service program to determine the quality of its delivery.

The practice of external review gives emphasis on the independence of the committee of evaluators.

The purpose of the external review

The foundation of an external management review is the need for constant improvement in an operation's procedures and systems for better service delivery, and the need to gauge an organization's performance in attaining its goals and objectives. In the context of development programs and projects, sustainability is also a key objective.

Such review also tries to recognize opportunities, threats and key concern areas in the operation and implementation of extension programs and services that need to be addressed. This also prevents inefficiencies by eliminating duplication of works, by improving coordination of efforts towards the same goals of different components of the organization.

A review also gives the management a chance to get feedback from the stakeholders, document best practices and ensure compliance to laws, policies, regulations and mandates of the university.

A review is also advisory in nature.

¹ <http://www.qualityresearchinternational.com>

Source: University Student Council

Source: Extension Service Manual

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Management functions (planning, organizing, directing and controlling) can be used as a baseline for evaluation. Issues may be resolved. As extension programs are to be reviewed, the review may also measure the impact of the activities of the organization to its clientele.

Section II. The External Program Management Review Committee (EPMR Committee)

A. Organization

- a. **The committee members.** The committee shall have five members. The committee members shall be chosen by the University. Each member shall be appointed to serve for a one-year term.
- b. **The committee's functional relationship with the University.** The EPMR committee shall be considered independent of the University's management in the performance of its functions, except in those matters which the University may impose in accordance with existing administrative regulations.
- c. **Staff.** The university shall provide the committee with needed staff to carry out administrative functions and act as the committee's secretariat.

B. Function, duties and responsibilities.

The committee shall:

- a. meet at the end of every quarter;
- b. develop a procedure for review and an instrument to review and evaluate the extension services delivery of the University, and for this purpose, the committee may specify evaluation criteria, standards and success indicators which may be based on accepted practices in the field;
- c. review program management of extension services delivery;
- d. recommend actions to be taken to improve and/or enhance the extension services delivery; and
- e. prepare a report of the committee's findings.

C. Process of the review

The review committee may impose the manner and particulars of the conduct of the review. However, it may be through the following steps from (a) to (g).

- a. Appointment of the members of the EPMR committee
- b. Agreement on the terms of reference by the institution and the committee members
- c. Self-evaluation by the extension office
- d. Visit by the EPMR committee members
- e. Draft of external review report by the EPMR committee
- f. Comments on factual accuracy of the report by the extension office
- g. Final external review report

D. Incentives of the committee members

The committee members shall receive honoraria in the amount of Php 10,000.00. A reasonable amount as *per diem* or allowance shall be given to the members for attending meetings of the committee.



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Section III. Definition of terms

- a. **External program management review (EPMR).** This is a form of an independent evaluation conducted by a committee composed of experts external to the Batangas State University, as a higher educational institution, of the extension programs to determine the quality of these programs. This is also the program management review of the extension services office, its programs and service delivery.
- b. **External program management review (EPMR) committee.** This is the committee composed of experts appointed by the university to conduct the review of the extension services office, programs and service delivery. The committee shall have independence in the conduct of its review. This independence shall be ensured by the University.
- c. **Programs.** These are the programs, activities and projects of the Extension Service Office.
- d. **Office.** This shall include the Extension Service Office, College/department extension services units and all units under these offices.
- e. **Institution.** This is the Batangas State University.
- f. **Report.** These are written reports prepared by the EPMR.

Source: University Student Council

Source: Extension Service Manual

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