UNIVERSITY OF SOUTHERN MINDANAO

COLLEGE OF BUSINESS, DEVELOPMENT ECONOMICS AND MANAGEMENT

ACCOUNTANCY DEPARTMENT

BACHELOR OF SCIENCE IN MANAGEMENT ACCOUNTING





AACCUP LEVEL 1 ACCREDITATION

AREA X
ADMINISTRATION

I.1. Students are provided opportunities to participate in the planning and implementation of activities concerning their welfare.

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OFFICE OF STUDENT AFFAIRS

USM Student Manual

Progress Report on the Revision of the USM Code, particularly under Book IV, "The Student Code," where the provisions of the Student Manual shall be extracted or based from, as of May 25, 2021.

Rationale

In pursuance to the pertinent provisions of the CHED Memorandum Order No. 09, series of 2013, entitled *"Enhanced Policies and Guidelines on Student Affairs and Services,"* the Office of the Student Affairs (OSA) proposed for its new organizational structure.

The *new "Organizational Structure of the Office of the Student Affairs and other Student Services Delivery Units"* was approved by the Board of Regents through Resolution No. 70, series of 2019 on September 26, 2019.

With the changes, updates and improvement of the services for the students based on the said CMO and BOR Resolution, the OSA submitted to the Code Revision Committee its proposed major revision to the USM Code, particularly under Book IV, entitled *"The Student Code,"* herewith attached.

The Committee had undergone a rigorous review on the proposed major revisions in the code including the student services. The drafting, reviewing and revisit of the Book III and IV of the USM Code had started on July 2020.

The provisions of the student manual shall be extracted and be based from the Code. With the careful evaluation and revision of the Code, definitely it shall take longer time and longer process for its finalization which shall be subject to the approval of the USM BOR.

Upon its approval, then the Student Manual shall be printed.

Actions Taken:

Committee on Code Revision

Initially, the Office of the Vice President for Academic Affairs had issued a VPAA Memo No. 55, series of 2020 on July 14, 2020, constituting the members of the Committee on the Code Revision particularly under Book III and Book IV, where the OSA Director is among the members.

The Office of the President had issued a Special Order No. 259, series of 2020, regarding the Composition of the Committee to review the USM Code, on September 28, 2020.

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Since July 2020, prior to the issuance of the SO from the President, series of meetings had already been initiated and called upon by Dr. Consuelo A. Tagaro, Vice President for Academic Affairs, for the revisit and review of the Code.

The OSA Director had started to submit initial proposed revisions under Book IV, The Student Code, to the Committee starting August 2020.

OSA

The newly designated OSA Director, Prof. Yvonne V. Saliling, whose term started on May 4, 2020, proposed for the designation of the new five (5) OSA Department Heads, upon termination of the designations of the incumbent Heads on September, 2020.

The President, Dr. Francisco Gil N. Garcia, had issued a Special Order to Prof. Joy Sharon B. Gamido, the new Head of the Student Policy and Research Department on October 13, 2020, along with the other Department Heads.

The new OSA Director and Prof. Gamido, with the assistance of Prof. Willie Jones B. Saliling, the former OSA Director and the proponent of the new *"Organizational Structure of the Office of the Student Affairs and other Student Services Delivery Units"* which was approved by the BOR through Resolution No. 70, series of 2019, thoroughly revisited the student manual and reviewed the CMO and BOR Resolution.

After series of meetings and review of the OSA on the existing Student Code, a proposal for major revision on the Student Code had been submitted to the Code Revision Committee for review, aside from its recommendation for the inclusion of some existing policies or laws as reference and information to the students.

The Committee conducted review on the proposed revision to the USM Code which includes the Student Code.

Challenges

The team met challenges especially in this time of pandemic. There were so many concerns of the students that must be urgently attended, specially on their new learning modalities, the on line learning or Virtual Learning Environment (VLE). Big adjustments had been done by both faculty and the students.

Thus, with so many concerns under the OSA, availability of time has been a big challenge. Yet, with the commitment of the OSA Personnel and the assistance of the former OSA Dir., together with the Committee, the drafting of the major revision had been done.

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Consultation with the Students

The Committee on Code Revision facilitated the conduct of the consultation with some students from the main and external campuses, especially the student leaders, on May 4, 2021 at the Commercial Building, USM, Kabacan, Cotabato. There were advisers, who were also former student leaders, who accompanied their students and attended too.

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The students were divided into four (4) groups. Copies were distributed. They were given an ample time to read, scrutinize and discuss the provisions. The participants critically scrutinized and evaluated the provisions of the Books III and IV of the USM Code, particularly the Academic Affairs and the Student Code. In the afternoon, the outputs of every group were presented. They had some clarifications and queries too which were answered by the Committee Members.

The comments and suggestions of the students were noted by the secretariat. They submitted too their final outputs.

Status

The Committee on Code Revision had incorporated the suggestions and comments of the students during its consultation, including the suggestions of the Faculty Association Officers who had been consulted prior to the students.

The draft is now being finalized for presentation to the upcoming Admin Council Meeting.

References

Resolution No. 70, series of 2019, entitle *"Organizational Structure of the Office of the Student Affairs and other Student Services Delivery Units."* September 26, 2019.

CHED Memorandum Order no. 09, series of 2013, entitled *"Enhanced Policies and Guidelines on Student Affairs and Services."* April 19, 2013.

The USM Code 2005 Edition

USM Code 2012 Edition

Prepared by:

YVONNE V. SALILING
OSA Director
May 25, 2021

"UNITY IN DIVERSITY AND
SUSTAINABLE DEVELOPMENT IN
MINDANAO THROUGH QUALITY AND RELEVANT EDUCATION."

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Consultation with the Students
May 4, 2021
Commercial Building, USM, Kabacan, Cotabato



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ATTENDANCE SHEET

Date:	March 25, 2021
Venue:	USM – UGC Building
Company Name:	UNIVERSITY OF SOUTHERN MINDANAO
☐Training ☐Meeting	MEETING OF FORMER USG, LSG & OTHER STUDENT LEADERS
Participants:	
Coordinator:	OSA
Resource Speaker:	YVONNE V. SALILING

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