

TEACHING AND LEARNING

Introduction

The degree program under survey is Master in Public Administration which was designed in response to the needs of the industry – that is to hone competent and agile executives in public administration. The offering of this post graduate program was duly approved by the Board of Trustees under Resolution No. 131 dated December 20, 1996. On June 13, 1998, the Commission on Higher Education (CHED) authorized the offering of the said program effective AY 1998-1999 under the given curriculum plan, to wit:

Core Courses	9
Major Courses	15
Cognates	6
Thesis	6
Total	36 units

In March 2001, the CNSC Graduate School celebrated its very first significant milestone, the graduation of its first ever batch of graduates. Currently, it produced forty two (42) public executives and successful entrepreneurs/managers with their names provided below as they marked the first reward of the labor and commitment of the faculty and staff of the Graduate School.

Graduates (Program and Field of Specialization)	Year Graduated	Leadership Position	Workplace	Highest Educational Attainment
1. Abante, Danilyn S.	2020	Administrative Officer IV (2024); Administrative Officer II (2020); Administrative Assistant III (2017)	CNSC Campus Abaño	MPA
2. Abcede, Cheryll C.	2016	Chief Administrative Officer - Finance Division (2019); Accountant III (2002)	DENR	MPA
3. Ablao, Aireen V.	2019	Board Secretary I (2024); Instructor I (2019)	Camarines Norte State College	Ongoing DPA

4. Arana, Meljet M.	2019	Police Master Sergeant (2019); Investigation PNCO (2011)	Philippine National Police	MPA
5. Aviado, Sarah Marie P.	2014	Provincial Information Officer (Provincial Government Department Head) (2022); Municipal Environment and Natural Resources Officer (Municipal Government Department Head) 2020	Provincial Government of Camarines Norte	DPA
6. Babala, John Kevin A.	2019	Administrative Assistant III (Computer Operator II) 2019; Administrative Assistant I (Computer Operator I) 2015	Philippine National Police	MPA
7. Balanta, John Arlan B.	2023	Forester II (2019) Ecosystem Management Specialist I (2017)	DENR PENRO Camarines Norte	MPA
8. Binarao, Cristy A.	2023	Program Head, BS Agribusiness (2023); Instructor (2018)	Camarines Norte College of Arts and Business	MPA
9. Bergonio, Emerson L.	2008	Vice President for Academic Affairs; Professor VI	Central Bicol State University of Agriculture	PhD
10. Cabase, Mila Jean A.	2016	Secretary to the Sangguniang Bayan (2016);	Local Government Unit of San Lorenzo Ruiz	MPA

		Admin. Aide VI (2009)		
11. Calandria, Rogelyn P.	2010	Chief, Family Juvenile Gender and Development (FJGAD) - PNP RO 5 (2024); Police Lieutenant Colonel (PLtCol) (Incident Commander for Law and Order) (2021); Chief, Police Community Affairs and Development Unit (CNPPO) (2021); Police Superintendent (PSUPT) (OIC, Labo MPS) (2018)	Philippine National Police	MPA
12. Dacillo, Jasmin M.	2022	Science Research Specialist I (2023); Agricultural Technician I (2017)	Department of Agriculture Regional Office No. 5 Field	MPA Ongoing DPA
13. Davoco, Adrian S.	2019	Municipal Mayor (LGU Basud) (2022)	Local Government Unit of Basud	MPA Juris Doctor
14. Dela Peña, Marlo A.	2020	Local Revenue Collection Officer II (2024); Bids and Award Committee Secretariat Head (2023); Administrative Assistant II (2021)	Municipal Government of Paracale	MPA Ongoing DPA
15. De la Cruz, Cynthia R.	2016	Provincial Social Welfare and Development Officer (PSWDO) (2023);	Provincial Government of Camarines Norte	MPA

		Assistant PSWDO (2016)		
16. Eboña, Normanuel R.	2019	Municipal Social Welfare and Development Officer (MSWDO)	Local Government Unit of Daet	MPA/ Juris Doctor/ Registered Social Worker
17. Esperas, Arlene N.	2019	Police Senior Sergeant (2019); Police Master Sergeant (2019)	Philippine National Police	MPA
18. Francisco, Severino H., Jr.	2013	Municipal Mayor (LGU Labo) (2022)	Local Government Unit of Labo	MPA
19. Gestuada, Harold R.	2009	Engineer IV (2016); Engineer II (2008)	Provincial Government of Camarines Norte	MPA
20. Glodoviza, Victoria M.	2014	Cashier II (2015); Senior Bookkeeper (2009)	DepEd Division Office, Camarines Norte	MPA
21. Ignacio, Jasmin A.	2016	Police Master Sergeant (PMSg) (2024); Police Staff Sergeant (PSSg)	Philippine National Police	MPA
22. Jimenez, Joan P.	2021	Police Staff Sergeant/WCPD PNCO (2022); Police Corporal/WCPD PNCO (2019)	Philippine National Police	MPA
23. Juego, Richard Carl P.	2020	Police Master Sergeant (PMSg) (2024); Police Corporal (2016),	Philippine National Police	MPA

24. Lukban, Martin M.	2003	Human Resource Management Officer (HRMO) III	Camarines Norte State College	MPA
25. Macale, Ramila Joy S.	2024	Project Development Officer I (2024); Administrative Aide VI (2022)	Department of Education Schools Division Office of Camarines Norte	MPA
26. Magana, Maria Lou B.	2014	Administrative Officer II (2020); Disbursing Officer I (2017); Administrative Aide VI (2000)	Department of Education	MPA
27. Mago, Marissa E.	2023	PhilHealth Accounts Information Management Specialist (2015); Data Encoder (2008)	PhilHealth Regional Office V	MPA
28. Maranan, Alejandro	2013	Development Management Officer V (2023); Forester II (2005)	DENR	MPA
29. Ogrimen, Sheryl P.	2012	Local Treasury Operations Officer III (LTOO III) (2023); Disbursing Officer Designate (2006)	Local Government Unit of Basud	MPA
30. Orbita, Henry A.	2001	Loan Account Officer	Land Bank of the Philippines	MPA
31. Mirasol, Darius E.	2008	Local Economic Development & Investment Promotion Officer, Business Development Office, LGU Daet Managing Partner	Local Government Unit of Daet	MPA

		Innotech Career Development Center Chief Operation Officer Mirasol Development Training Assessment Center Manager Northlink Events and Travel Services Owner Pook Mirasol, Pambuhan Glamping Resort, Mirasol Residences		
32. Pato, Julie Fe B. +	2023	Engineer III	DepEd Division of Camarines Norte	MPA
33. Pimentel, Nida T.	2007	Budget Officer III	CNSC	MPA
34. Rantayo, Herlyn R.	2019	Police Master Sergeant (PSMS) (2024); Police Master Sergeant (PMSg) (2021);	Philippine National Police	MPA
35. Relucio, Melody E.	2004	Provincial Director - DILG Camarines Norte	Department of Interior and Local Government	MPA
36. Sapusao, Sheila P.	2008	Registrar III	CNSC	MPA
37. So, Mark Cloyd G.	2018	Acting IMO Manager (2024); Engineer (2012)	National Irrigation Administration	MPA
38. Torrero, Francisco D.	2011	Secondary School Principal II (2021)	Camarines Norte National High School	Ongoing DPA

39. Trinidad, Dante N.	2010	Registrar I (2010); Registrar II (2018)	CNSC Campus Labo	MPA
40. Quiñones, Virgilio Alvin B. +	2013	Senior Education Program Specialist (2015); Public Health Nurse	DepEd Division of Camarines Norte DepEd Region V	PhD/CESE
41. Salvanera, Celeste M.	2011	Senior Agriculturist (2024); Agriculturist II (2014)	Provincial Cooperatives Development Office	MPA
42. Yazon, Ma. Donnabel M.	2016	Forester III (2023); Information System Analyst II (2015)	Department of Environment and Natural Resources	MPA

To continuously promote relevant and globally competitive post graduate studies, the accreditation of every curricular program should be part of the priorities. Thus, another significant achievement of the Graduate school is the accreditation awards given to this graduate program as indicated below:

Accreditation Status	Date Awarded	Duration of Validity of Accreditation Status
Level I Accredited	Sept. 2-4, 2010	Sept. 16, 2010-Sept.15, 2013
Level II Re-accredited	Sept. 23-26, 2014	October1, 2014- Sept. 30, 2018
Level III Phase I	October 15-19, 2018	October 16, 2018-October 15, 2019
Level III Phase II	November 4-5, 2019	November 16, 2019-November 15, 2023

CURRICULUM AND INSTRUCTION

WELL-DEFINED OBJECTIVES

The Master in Public Administration program has the following set of specific objectives:

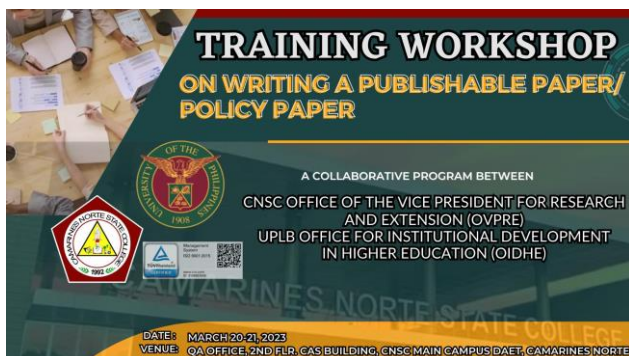
- 1) To develop effective and efficient leaders and administrators of the government organizations;
- 2) To enhance students capability in decision-making;
- 3) To facilitate conduct of research that promote economic, scientific, political and social progress; and
- 4) To improve students professional skills in public administration and governance.

ADEQUATE AND RELEVANT PROJECTS AND ACTIVITIES TO ACHIEVE OBJECTIVES

Behind the success of every organization and along with the attainment of pre-determined objectives are intellects who are manning the efficient and effective operation of an academic unit. Therefore, to ensure realization of the above-cited objectives, it is imperative to empower first the faculty. CNSC observes implementation of the Human Resource Development Plan under various Learning and Development (L and D) needs along different competencies such as instruction, research and extension. Photo documentations provided below are proof of the unending quests of the Graduate School faculty towards quality and globally-competitive graduate education.

Research is among the primary mandates of the Graduate School for its faculty. It is part of the Human Resource Development Plan of the Graduate School. A need to fully hone research skills and capability is imperative for the transmission of such skills to graduate students who are also expected to flourish in research. On March 20-21, 2023, **Training Workshop on Writing a Publishable Paper/Policy Paper** was conducted. It is a **Collaborative Program between CNSC Office of the Vice President for Research and Extension (OVPRE) and UPLB Office for Institutional Development in Higher Education (OIDHE)** held at CNSC Quality Assurance Office.

Renowned lecturer-professor from UP Los Banos, Dr. Greg T. Pawilen, Associate Professor Inero V. Ancho, Dr. Christian A. Rosales, imparted their expertise to the group of CNSC faculty with Graduate School faculty and other members of the academe. The topics caught the interest of participants; thus, enabling them propose qualitative research works.



Similarly, CNSC conducted the 3rd National and 3rd Regional Research Conference with the theme: “ Navigating Research Towards Publication,” on June 23, 2023 with esteemed speakers: Dr. Jessie S. Barrot, Full Professor/VP for Research and Development of National University and Dr. Froilan D. Mobo, Editor-in-Chief of International Journal of Multidisciplinary Applied Business and Education Research which aims to increase research publications of faculty.

Furthermore, the enhancement of competency through the participation and paper presentation in different research conferences, either in the local, national and international arena, was also strengthened. The administration has also been supportive to this kind of undertakings.



Assistant Professor Noel S. Manila attended the IASIA 2023 Conference with the theme “Building Better Futures of Governance towards Achieving SDGs in a VUCA World” held at UP, Manila Philippines on July 31 to August 4, 2023.



Another proof of the administration’s continuous honing of skills among its faculty members is its quest for improving the institution’s research competence from the local arena to the global market. The successful holding of the first ever 1st International Conference on Pineapple 2024

(ICoP 2024) in partnership with Philippine Fruits Association on September 4-6, 2024, wherein Graduate School faculty members: Dr. Maria Cristina C. Azuelo and Dr. Jesse O. Opeña, Jr., presented their completed researches as paper presenters. It sets CNSC in the perspective of the global community. The event became an avenue the great minds in the research and extension to share their ideas, best practices and completed researches.

As the CNSC administration desires to become active and be recognized in the international arena, it grants active support in the participation of its faculty in international/national/regional/local conferences and trainings for professional development. The exposure is another significant milestone in the lives of the graduate school faculty something that they can impart to their students in a diversified way. Indeed, the Graduate School holds a prolific profile of faculty experts handling the various programs offered by the GS. In another event, GS faculty members: Dr. Eduardo M. Abad, Dr. Rosalie A. Almadrones, Dr. Dolores C. Volante, Dr. Edgar P.

Aban, and Jefferson T. Dacer, CPA, MBA, attended the 2024 PASUC Annual Convention and General Assembly on July 15-17, 2024 held at SMX Convention Center, Manila.



September 23 -28, 2024.

Dr. Sarah Marie P. Aviado, GS part-time faculty member and MPA alumna attended the international event organized by PlanetGOLD Philippines and PlanetGOLD Mongolia in Ulaanbaatar, Mongolia on



Ms. Jasmin M. Dacillo, an MPA alumna participated as paper presenter in the 1st International Conference on Agriculture 2024 in Bangkok, Thailand on September 23-24, 2024.

The faculty members of the CNSC Graduate School were also encouraged to develop or write instructional materials to be used in facilitating teaching and learning experiences. Two members from the said group were able to write an instructional material and were later in 2017, it was registered for copyright at the National Library. The book is titled "Business Plan Guide Book" written by Dr. Girly H. Naval and Dr. Gehana D. Lamug. It bears ISBN registration number and copyright registration



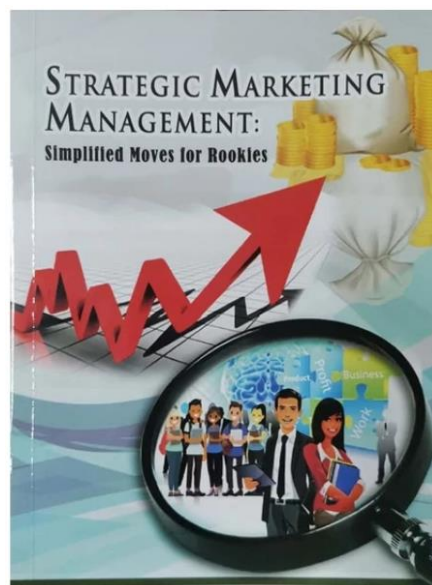


number A2017-2072.

Same with the textbook titled “Strategic Management: Simplified Moves for Rookies” written by Dr. Girly H. Naval. Prior to the registration of the said books, it underwent rigid scrutiny of the Local Instructional Development Committee and was endorsed to the Academic Council for evaluation and approval. The book was pilot tested for a period of one year to business and entrepreneurship

students which opened more opportunities for improvement and content validation. At present, the book is among the references used by the graduate students enrolled in relevant subjects.

Below is the updated profile of the GS Faculty. It can be noticed that the matrix contains permanent faculty and some part-timer faculty. There are also affiliate faculty teaching in the program as there are core courses aligned with their specializations.



GRADUATE SCHOOL FACULTY PROFILE From AY 2022-2024

Faculty	Academic Rank	Highest Degree Obtained	Field of Specialization	School Graduated From	Length of Teaching Experience	Status of Appointment
1. Abanto, Rusty G.	Prof. V	PhD	Environmental Science, Forestry	UPLB	25	Permanent
2. Almadrones, Rosalie A.	Prof. II	PhD	Communications	UP	19	Permanent
3. Azuelo, Maria Cristina C.	Prof. II	PhD	Public Administration/ Law	Bicol University	16	Permanent
4. De Vela, Roger Jay L.	Prof. III	PhD	Crop Processing/ Bio Processing	UPLB	13	Permanent
5. Guinto, Adrian C.	Asso. Prof. III	PhD	Educational Management	PNU	17	Permanent
6. Lamug, Gehana D.	Asso. Prof. III	DBA	Entrepreneurial Management	AdeNU	12	Permanent
7. Maligat, Daniel, Jr. E.	Asso. Prof. V	DIT	Information Technology	PUP	24	Permanent
8. Manila, Noel S.	Asst. Prof. II	MPA	Public Administration		35	Permanent
9. Rubio, Jennifer S.	Asso. Prof. V	PhD	Mathematics	Bicol University	26	Permanent
10. Abanto, Noli E.	Instructor I	MPA	Public Administration	UNC	16	Part-Timer
11. Aviado, Sarah Marie P.	Instructor I	DPA	Public Administration	Lyceum Northwestern University	11	Part-Timer

Extension services are the lifeblood of any university, bridging the gap between academia and the broader

community. A two-day event titled “**ADHIKA: Fostering Excellence in Enhancing Research and Extension Capacities among CNSC Faculty**” was conducted from May 14 to 15, 2024, at the Quality Assurance Office that brought together faculty members, research and extension coordinators from various CNSC delivery units and colleges.



Graduate School faculty also practice their noble profession even outside the CNSC premise. They serve as resource speakers. With stout hearts, they have been willing to pour out ideas with the aim of positively influencing minds and causing a significant change in the society from mere words and inspiration.

The Graduate School faculty not only nurture young minds in the public service, but are committed to serve its clientele through extension activities to partner agencies. Indeed, the Graduate School faculty are well-rounded individuals. They do not only nurture the minds of their students but also the hearts of the people in the community where they conduct extension works. They are ready to get their hands dirty and deal with the scorching heat of the sun just to leave a message that-- it is by doing little acts of caring that the whole world will start caring back as well. The table below presents the profile of graduate school extension workers.

**GRADUATE SCHOOL EXTENSION WORKERS
(EXPERTS ON-CALL)
As of AY 2022-2024**

Faculty	Specialization	Specific Expertise Extended (Enumerate)	Extension Project/ Activity Served	Location
1. Abanto, Rusty G.	PhD in Environmental Science	Community Service Involvement Environmentalism	Social Waste Management Core Values Dissemination/Food Security	Moreno Integrated School
2. Almadrones, Rosalie A.	PhD in Communications	Community Service Involvement	Communications/Leadership	Tanggal Kalikasan partners
3. Azuelo, Maria Cristina C.	PhD in Public Administration	Community Service Involvement	Core Values Dissemination Leadership Training	Brgy. Pamorongan Brgy. V/ Radio Broadcasting

4. Guinto, Adrian C.	PhD in Educational Management	Community Service Involvement	Education and Development	Jose Panganiban/ / Radio Broadcasting
5. Lamug, Gehana D.	Doctor in Business Administration	Community Service Involvement	Business Administration/Entrepreneurial Management	SPACFI, Inc. VFPA-Project A.N.G.K.O./PlanetGOLD - SMBC Paracale/Radio Broadcasting
6. Maligat, Daniel Jr., E.	Doctor in Information Technology	Community Service Involvement	Computer Literacy	Brgy. Pamorangan
7. Rubio, Jennifer S.	PhD in Mathematics Education	Community Service Involvement	Education and Development	Sta. Elena, Jose Panganiban/ / Radio Broadcasting
8. Manila, Noel S.	Master of Arts in Public Administration	Community Service Involvement	Public Administration	Radio Broadcasting

The CNSC Extension Services Division with the Graduate School held a meeting of the minds of educators and entrepreneurs in an onsite activity last August 8, 2024 at the CNSC Amphitheater with the former imparting theoretical knowledge and the latter offering technical know-how. Inspiring the participants who are members of the group named Vinzons Food Processors Association were Dr. Gehana D. Lamug, College of Business and Public Administration dean who talked about *Entrepreneurial Mindset Check via Innovative Thinking* and Ms. Jemmalyn G. Aloc, CPA, MBA, CBPA faculty under Accountancy program, who discussed *Applications of Simple Inventory Techniques Within the Sphere of Strategic Management*. The association is an adopted community of the CNSC Graduate School under the newly approved extension project and is one of the sub-activities of Project ANGKO (Activating New breeds of entrepreneurs to Getting Knowledge and Opportunities).



Another extension work continuously being delivered by graduate school faculty every year during the month of August is through Radio Broadcasting under the Extension Project T.E.L.L. authored by Dr. Girly H. Naval, since its establishment which aims to disseminate knowledge and information relevant to the college's expertise. Radio guests are: Dr. Maria Cristina C. Azuelo, Assistant Professor Noel S. Manila, Dr. Dolores C. Volante, Dr. Gehana D. Lamug, Dr. Jesse O. Opena, Jr., Dr. Girly H. Naval, Dr. Jennifer S. Rubio, Jefferson T. Dacer, CPA, MBA, and Dr. Adrian C. Guinto.



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Office of the Vice President for Research and Extension
Extension Services Division

Month	Delivery Unit
MARCH	College of Education (COED)
APRIL	Ret. Judge Antonio C. Entienza Campus
MAY	College of Arts and Sciences (CAS)
JUNE	College of Business and Public Administration (CBPA)
JULY	Institute of Computer Studies (ICS)
AUGUST	Graduate School (GS)
SEPTEMBER	Institute of Fisheries and Marine Sciences (IFMS)
OCTOBER	College of Trades and Technology (COTT)
NOVEMBER	College of Engineering (COENG)
DECEMBER	College of Agriculture and Natural Resources (CANR)

Part of their progress monitoring and development is to give continuous training and transfer of technology to all beneficiaries.



Support to partner agencies and beneficiaries are also continuous through conduct of trade fairs and exhibits promoting the products or services of the local community partners. Among these are the trade fair and exhibit during 1st ICoP 2024 held at Ground Floor, CBPC Building, Main Campus participated by local MSMEs with pineapple products last September 4-6, 2024.

Another trade fair and exhibit commenced last February 26-28, 2023 held at Entrance Pavilion, Main Campus participated by DTI assisted MSMEs and CNSC partner-beneficiaries showcasing all local products.



Below is an example of the tabulated results of the evaluation of the participants during the radio broadcasting through Extension Project T.E.L.L.

Evaluation Results

PERFORMANCE CRITERIA		FREQUENCY COUNT					WM
		1	2	3	4	5	
1	Objectives/Content (Layunin at nilalaman)						4.84
a	Attainment of objectives (<i>Pagkamit ng mga layunin</i>)	0	0	0	2	19	4.90
b	Completeness of the information provided (<i>Kalubusan ng mga paksa o impormasyon</i>)	0	0	1	2	18	4.67
c	Usefulness and relevance of the activity to the needs of the community/beneficiaries (<i>Kahalagahan at kaugnayan ng mga paksa o gawain sa kasalukuyang kalagayan</i>)	0	0	0	2	19	4.90
d	Contribution of the activity to community development (<i>Ambag ng mga paksa o gawain sa pag-unlad ng lipunan</i>)	0	0	0	2	19	4.90
2	Resource Person/ Technical Expert						4.78
a	Mastery of the topic/s (<i>Antas ng kaalaman sa paksa</i>)	1	0	0	0	20	4.81
b	Clarity of presentation (<i>Linaw ng pagtuturo</i>)	1	0	0	0	20	4.81
c	Methodologies/strategies used (<i>Pamamaraan at stratehiyang ginamit sa pagtuturo</i>)	1	0	0	2	18	4.71
3	Venue (Lugar na pinagdausan)						N/A
a	<i>Lugar na pinagdausan</i>	-	-	-	-	-	N/A
4	Food (Pagkaing inihanda sa oras ng pagsasanay)						N/A
a	<i>Pagkaing inihanda sa oras ng pagsasanay</i>	-	-	-	-	-	N/A

5	Others							4.92
a	Effectiveness of the activity in meeting personal objectives (<i>Pagiging epektibo ng kasanayan o gawain sa pagkamit ng mga pansariling layunin</i>)	0	0	0	1	20		4.95
b	Timeliness of the activity (<i>Pagsasagawa ng kasanayan sa takdang oras</i>)	0	0	0	3	18		4.86
c	Overall quality of the service provided (Kabuuang kalidad ng serbisyo)	0	0	0	1	20		4.95
Total Rating (Weighted Mean)								4.85
Assessment of Knowledge and Skills		1	2	3	4	5		WM
a.	Before the Training	0	1	3	2	15		4.48
b.	After the Training	0	0	0	3	18		4.86

Results show that the satisfaction level of the participants is Outstanding is based on the attainment of objectives, resource person, assessment of knowledge and skills, among others.



Continuous collaboration initiatives by the institution for research and extension are increasing to better serve its clientele. Among the partnerships is the signing of Memorandum of Agreement between CNSC and Camarines Sur Polytechnic

Colleges, Nabua, Camarines Sur on August, 2024. This is primarily targeting the conduct impact assessments of extension programs and projects of both institutions.

A Memorandum of Agreement (MOA) was sealed among Kun Shan University and Fo Guang University (both Taiwan Universities) and the nine (9) State Universities and Colleges (SUCs) in the Bicol Region during the Conference on Sectoral Means for International Collaboration: COSMIC 2024 on August 2, 2024 at CBSUA, Pili, Camarines

Sur.

The broad responsibilities that graduate school faculty members assume daily have been testing their character and their spirit. By becoming a well-rounded person, they could multiply generous acts and diffuse the same to their students



and to the community. Yet no matter how they keep these acts inside the humility of their own threshold, the acts radiate freely; and could not be hidden from the public's eye. These acts need to be applauded at time. Therefore, the holding of the first ever CNSC Gintong Parangal award, through the magnanimous heart and initiative of the former College President, Dr. Rusty G. Abanto, was conducted in September 2017 at the CNSC Social Hall. It was a night in which the enthusiasm and love of profession were re-energized because of the recognition and applause given to faculty who did an exemplary performance. It continuously being held as an institutional event by the current administration headed by Dr. Marlo M. De La Cruz.

The graduate school faculty members awarded last December 21, 2022 are as follow:

1. Dr. Girly H. Naval - Best Faculty in Instruction (2021 & 2022)
2. Dr. Jesse O. Opeña, Jr. - Service Awardee (Silver/20 years)

This awarding ceremony becomes part of the significant events of the College; hence another Gintong Parangal Ceremony was held on December 19, 2023 with the following awardees from the roster of graduate school faculty:

1. Dr. Eduardo M. Abad - Research Publication Awardee
2. Dr. Maria Cristina C. Azuelo - Best Publication Awardee
3. Dr. Delma Jean V. Abad - Service Awardee (20 years)/ Research Publication Awardee
4. Dr. Girly H. Naval- Manager of the Year (Administration and Support Services)/ Service Awardee (15 years)
5. Dr. Gehana D. Lamug – Manager of the Year (Delivery Unit)/ Service Awardee (10 years)



These certificates are just a piece of paper but they speak a dozen of meanings to every person receiving it. The paper would mean "a two-thumbs up for a job well done", or "another challenge is accepted;" yet whatever meaning one places on the certificate, this, still, is a reflection of the institution's love for excellence and global standards by addressing the most important intrinsic need of its workforce.

After the review on the various activities of the Graduate School unit vis-à-vis strengthening the core of graduate education through the development of competent graduate school faculty, another aspect that has to be considered, in order to attain the objectives of the program, are the services geared towards student development.

Since its first offering in 1998, Master in Public Administration has been continuously receiving patronage from its target segment, they are commonly the head and staff of any government or non-government organizations aiming to advance in their career and seek professional growth. The graph below is a clear manifestation of how the target markets patronize the program offered.

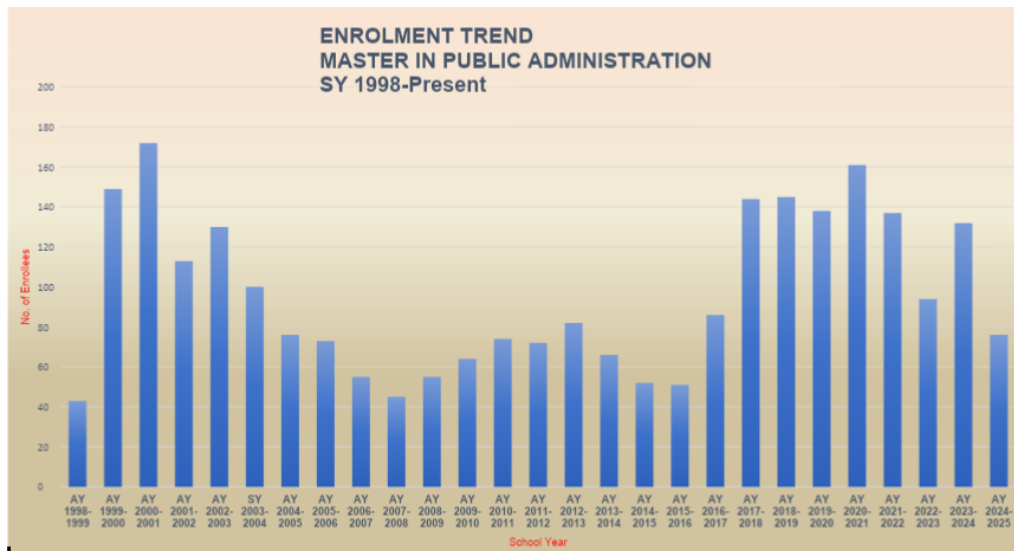


Figure 1. Enrollment Trend - MPA Program

The graph explains that though there are upswings and downswings in the enrolment trend of the Master in Public Administration program, it appears to be sustainable from the time it was offered up to the present academic year despite some decrease in the enrolment trend. The difference in the enrolment trends may be due to the fact that graduate students from various offices and organizations do not really grow in big numbers compared to the number of enrollees in the undergraduate program. Another interesting fact in the enrolment figure is that the numbers do not stop. This is perhaps due to the deserved fact that the graduates of this program are the best advertising medium. When graduate students got their diploma in the master’s program, it becomes an effective viral marketing strategy. An average customer relies on word-of-mouth endorsements as they look for verifiable facts that would satisfy curiosity. Try to consider scrutinizing the graduation data of the Graduate School from year 2000 to present. It could also be analyzed that the sustainable number of enrollees may be rooted from the fact that graduates of the program may have testified that there were career development and opportunities given to them after they earned the degree.

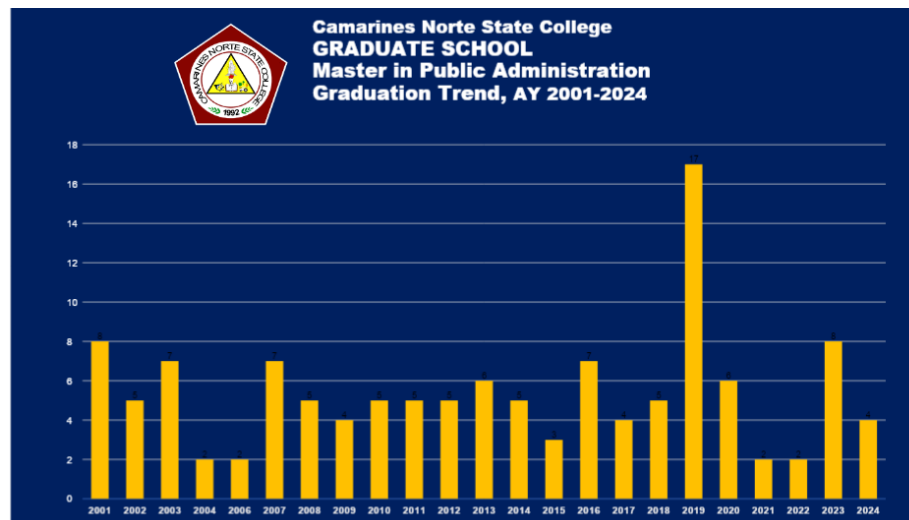


Figure 2. Graduation Trend - MPA Program

In terms of the graduation trend of the program, almost similar number of graduates can be observed with the most number of graduates in 2019. It can be seen that the expected enrollees of Thesis 1 and 2 were able to graduate in the expected year of graduation.

As a matter of fact, on the study conducted by Peteza (2016) titled “Camarines Norte State College Master’s Degree Programs: Impact on Its Graduates,” it was proven that the GS enrollees do not just graduate with their master’s degree in Public Administration, several of them were able to reap better results in their career as a person, worker and member of the society. The study revealed that majority of the respondents, who are middle aged and are in their workplaces for almost 6-10 years already have one promotion after they graduated from their respective master’s degree; and that their level of appointment had a positive movement as reflected in the decrease in the number of rank and file master’s graduates to an increase in the number of master’s graduates holding supervisory and managerial positions. It was also concluded that the graduate school’s Master’s degree program provided high impact on the graduates’ professional practice while average impact on career development. It is then recommended that the graduate school’s master’s degree programs must be continuously improved for the general purpose of comparing the curricula with other universities offering the same programs. Also, the program must be enhanced in such a way that the students will be trained in terms of leadership capability, policy analysis, administration and supervision. The program must be kept relevant and effective provided that there is more emphasis on the concept of fund utilization, fund sourcing, planning, budgeting and government accounting.

Graduate Students’ Activities Gearing Towards the Development of Effective and Efficient Leaders and Administrators of their Organizations

The CNSC administration has always been supportive to the goal statement of the Graduate School that is to develop quality and values-laden graduates with high degree of professionalism and leadership in their chosen area of discipline through specialization, research and extension services. Translating this statement into actions, the administration has allocated an average of 8.16% budget for student development purposes. For 2021, allocation for student services was Php160,886.00. In 2022, the budget allocation for the Graduate School has amounted to Php 3,063,042.94 wherein

Php 180,783.47 was allotted for student development; while in 2023, allocation for student services has increased to Php 192,055.00 from the total budget allocation of Php 2,042,200.25.

STUDENT DEVELOPMENT	9.40%	Annual Orientation and Re-Orientat	31,000.00		31,000.00							31,000.00	
		of GS Students											
		Team building (GS Sportsfest and Fun Day)	90,500.00			90,500.00							90,500.00
		Printing of Frontier GS Student	52,100.00							52,100.00			52,100.00
		In-house Training for GS Students (Writing Publishable Paper)	18,455.00	10,455.00	8,000.00							18,455.00	

Note: Lifted from 2023 PPAs for CNSC GS

The annual team building activity is one of the most participated events among the graduate students. This is facilitated by the CNSC Graduate School Student Council (GSSC) which is aimed at fostering camaraderie among graduate students and provide opportunities for leadership, accountability, and decision-making. It is a one-day activity participated by graduate students from different master’s program; Master in Public Administration, Master in Business Administration and Master in Management major in Educational planning and Development and major in Human Resource Management.



The first team-building activity was held on October 8, 2016 at the Paradiso Verde Resort, Labo, Camarines Norte with Dr. Rusty G. Abanto as the Dean of the Graduate School. Every team building activity was a picture of fun, comradeship, cooperation and laudable leadership because amidst their too many commitments and preoccupations in their respective offices, the graduate students were able to carry on with the requirements of the team building activity successfully.



It is continuously being held by the Graduate School through GSSC. On May 14, 2022, Sports Fun Day cum Team Building with approved budget of Php82,000.00 was held at Althea’s Dreamland Resort, San Lorenzo Ruiz, Camarines Norte.

The latest CNSC Graduate School Fun Day/Team Building Activity with approved budget of Php 90,500.00 was held at Noah's Ark, Brgy. Laniton, Camarines Norte on October 21, 2023.



Another important gathering regularly conducted by the Graduate School is the annual orientation and re-orientation of graduate students together with the election of new sets of Graduate School Student Council officers and sets of officers in every master's program. The graduate school is religiously conducting this activity to remove any apprehension to every graduate student's mind by acquainting them with the



vision/mission/goals and policies of the school, regulations of the different services intended for their welfare and development. The orientation and reorientation also becomes a good avenue for the sharing and development of positive insights and correct the mindset of the students for them to easily adjust in the demanding life of a graduate student. The photos show the Orientation and Re-Orientation of Graduate Students cum Election of GSSC on September 7, 2024 held at CNSC Activity Center.



Aside from this annual orientation program, the graduate school also ensures that the students maintains the balance between their academic and social lives and the balance between fun and work. Therefore, the holding of annual Christmas party is in the line-up of activities in the graduate school. The activity is being conducted before the closing of regular classes due to long holiday break. It is a one-night activity where all students are encouraged to participate. It was a night filled with fun, merriment, exchange gifts and sumptuous meals. It is just a simple gathering held inside the CNSC Main Campus yet the inspiration and memories for them is their shield towards the next challenge.

Furthermore, as the year ends with glee, another bountiful year starts with a generous acquaintance. The Graduate School College Student Council takes the lead in the preparation of this big event. This is where the new batch of enrolees were given the warm welcome for them to get a feel on the warm ground of graduate education.



This is also a good time to recognize efforts of the students who were elected as officers of their academic organizations. Indeed, their lovely pose and sweet smiles could melt even a tiny piece of shyness or even intimidation each enrolee has in their pockets. Acceptance of responsibility is also done in this occasion. The newly elected officers take the oath of office indicating their unreserved assent to the duty assigned to them.



The enrichment of the graduate students' social nature is as essential as to the development of their skills in administration, governance, public service, accountability, social responsibility and decision making. Through the guidance of the Graduate School faculty, they were able to hold some civic engagement activities by way of reaching out to the community with the spirit of volunteerism and advocacies that are deemed to be socially beneficial.



The Graduate School faculty is with their students in carrying out the focused group discussion.




Another objective of the program being evaluated is to improve students' professional skills in public administration and governance. The quality of the graduate students' performance and improvement in their career during their stay at CNSC all




started with the proper structuring and designing of curricular content that covers the extent of the professional and technical preparation required from the students. Below is an example of the GS brochure being given to prospective graduate enrollees or graduate students as their guide/reference in tracking the subjects they need to take during a specific duration.


CURRICULUM-PLAN B (Non-Thesis)			Courses Related to Specialized Fields (6 units)	
Core Courses (15 units)			Organization Studies	
Course	Description	Units	PA 224	Human Behavior in Organization
PA 201	Research Methods	3	PA 227	Human Resources Development
PA 202	Statistical Application in Public Admin.	3	Public Policy & Program Administration	
PA 203	Theory & Practice of Public Admin.	3	PA 247	Policy Paper
PA 214	Ethics & Accountability in Public Service	3	PA 248	Workshop and Policy Analysis
PA 215	The Phil. Administrative System	3	Fiscal Administration	
Courses for Specialized Fields (15 units)			PA 235	Fiscal Policy & National Development
Organizational Studies			PA 236	Revenue and Treasury Management
PA 210	Organizational Studies	3		Special Problem Paper
PA 211	Organization & Management	3	TOTAL	39
PA 212	Management Planning & Control	3	TUITION & OTHER FEES	
PA 219	Special Problems in Governmental Organization & Management	3	Tuition Fee/ Unit	400.00
PA 221	Public Personnel Administration	3	Miscellaneous Fees:	
Public Policy & Program Administration			Application Fee	100.00
PA 241	Public Policy & Program Admin.	3	Entrance Fee	100.00
PA 242	Methods of Policy Analysis	3	Matriculation Fee	100.00
PA 243	Project Planning & Management	3	Publication Fee	100.00
PA 244	The Policy Process	3	Library Fee	100.00
PA 245	Program Dev't. & Administration	3	Handbook	30.00
Fiscal Administration			Student Dev't Fee	250.00
PA 230	Financial Management in Gov't.	3	Student Resource Fund	500.00
PA 231	Public fiscal administration	3	Student Services Enhancement Fund	1,000.00
PA 232	Governmental Accounting	3	Computer Laboratory Fee	650.00
PA 233	Governmental Budgeting	3	Comprehensive Exam Fee	800.00
PA 234	Gov't. Auditing & Financial Control	3	Other Fees:	
			Diploma Fee	175.00
			Transcript of Records Fee	175.00
			Certification Fee	60.00
			ID	50.00



Camarines Norte State College
GRADUATE SCHOOL
Daet, Camarines Norte



Master in **public** *Administration*



For more information
Call: G.S Office, (054) 721-2672-138
Visit: 2nd Floor, CN SC Graduate School Bldg.
F. Pimentel Ave., Daet, Camarines Norte

VISION	COURSE WORK	CURRICULUM-PLAN A (with Thesis)																																																															
<p>CNSC as a premier higher education institution in the Ilocos Region.</p> <p>MISSION</p> <p>The CNSC shall provide higher and advanced studies in the fields of education, arts and sciences, economics, health, engineering, management, finance, accounting, business and public administration, fisheries, agriculture, natural resources development and management and agribusiness courses. It shall also respond to research, extension and production services adherent to progressive leadership towards sustainable development.</p> <p>Goal</p> <p>The Graduate school aims to develop quality and values-laden graduates with high degree of professionalism and leadership in their chosen area of discipline through specialization, research and extension services.</p> <p>Objectives of the Program</p> <ul style="list-style-type: none"> To develop effective and efficient leaders and administrators of the government organizations; To enhance students capability in decision-making; To facilitate conduct of research that promote economic, scientific, political and social progress; and To improve students professional skills in public administration and governance. 	<p>The present curriculum requires a minimum of 36 academic units and 6 units of Master's thesis. The non-thesis curriculum requires a minimum of 36 academic units and 3 units of special problem.</p> <p>A student whose background is considered inadequate is advised to take additional courses.</p> <p>ADMISSION</p> <p>Students seeking admission must satisfy entry requirements which are:</p> <ol style="list-style-type: none"> must be a holder of the appropriate degree ; and a weighted average of 2.5 or better in the completed undergraduate degree program. <p>For new students, apply for admission with the following credentials:</p> <ol style="list-style-type: none"> Application for Admission; Official Transcript of Records in completed baccalaureate degree program/s obtained from recognized institutions of higher learning; Letters of recommendation from two former professors and/or supervisors; Pass the interview conducted by the CNSC Graduate School Admission Committee; Application fee of P100 100.00 <p>For old/returning students, consult the Program Chair for your status and the course to enroll.</p> <p>STUDENT SERVICES</p> <ol style="list-style-type: none"> Student Orientation and Re-Orientation; Counseling Service; Testing Service; Group Guidance and Learning Assistance; Human Resource Development; and Placement Services. 	<p>Core Courses (9 units)</p> <table border="1"> <thead> <tr> <th>Course</th> <th>Description</th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>PA 201</td> <td>Methods of Research</td> <td>3</td> </tr> <tr> <td>PA 202</td> <td>Statistical Methods and Applications</td> <td>3</td> </tr> <tr> <td>PA 203</td> <td>Theory & Practice of Public Administration</td> <td>3</td> </tr> </tbody> </table> <p>Major Courses (15 units)</p> <table border="1"> <thead> <tr> <th>Course</th> <th>Description</th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>PA 210</td> <td>The Philippine Administrative System</td> <td>3</td> </tr> <tr> <td>PA 211</td> <td>Organization & Management</td> <td>3</td> </tr> <tr> <td>PA 212</td> <td>Public Fiscal & Administration</td> <td>3</td> </tr> <tr> <td>PA 213</td> <td>Philippine Administrative Law</td> <td>3</td> </tr> <tr> <td>PA 214</td> <td>Public Ethics & Social Responsibility</td> <td>3</td> </tr> <tr> <td>PA 215</td> <td>Local Governance</td> <td>3</td> </tr> <tr> <td>PA 216</td> <td>Development Planning and Public Administration</td> <td>3</td> </tr> <tr> <td>PA 217</td> <td>Human Behavior & Public Relation</td> <td></td> </tr> </tbody> </table> <p>Cognates (6 units)</p> <table border="1"> <thead> <tr> <th>Course</th> <th>Description</th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>PA 220</td> <td>Management Information System</td> <td>3</td> </tr> <tr> <td>PA 221</td> <td>Investment Programming</td> <td>3</td> </tr> <tr> <td>PA 222</td> <td>Human Resource Development and Management</td> <td>3</td> </tr> <tr> <td>PA 223</td> <td>Philippines Economic Development</td> <td>3</td> </tr> </tbody> </table> <p>Thesis (6 units)</p> <table border="1"> <thead> <tr> <th>Course</th> <th>Description</th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>PA 231</td> <td>Thesis Writing I</td> <td>3</td> </tr> <tr> <td>PA 232</td> <td>Thesis Writing II</td> <td>3</td> </tr> </tbody> </table> <p>TOTAL 36</p>	Course	Description	Units	PA 201	Methods of Research	3	PA 202	Statistical Methods and Applications	3	PA 203	Theory & Practice of Public Administration	3	Course	Description	Units	PA 210	The Philippine Administrative System	3	PA 211	Organization & Management	3	PA 212	Public Fiscal & Administration	3	PA 213	Philippine Administrative Law	3	PA 214	Public Ethics & Social Responsibility	3	PA 215	Local Governance	3	PA 216	Development Planning and Public Administration	3	PA 217	Human Behavior & Public Relation		Course	Description	Units	PA 220	Management Information System	3	PA 221	Investment Programming	3	PA 222	Human Resource Development and Management	3	PA 223	Philippines Economic Development	3	Course	Description	Units	PA 231	Thesis Writing I	3	PA 232	Thesis Writing II	3
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It has been considered in the abovementioned discussions that graduate school faculty were all committed to partake in the realization of this objective. With their capacity to give what the MPA students really need, the faculty need to do their job as well through their commitment in harnessing public administration skills and incorporating all their acquired knowledge in their respective organization. This narrative report also contains the various methodologies applied by graduate school faculty. A typical graduate school classroom set up begins with a lecture, overview and expectations from each enrollee. The Public Administration students conduct a regular visit to different LGUs to witness proceedings during a regular session. After the

observation, the students proceeded with the pre-scheduled interview with the Municipal Mayor or any staff assigned to assist in their needs. Other than their regular visits to different municipal offices, the students were also asked to organize the activities that allow the sharing of knowledge and experiences during their actual field works in an academic seminar. In doing so, students are able to enhance the limitations of their gathered information.



In addition, the holding of colloquium is also deemed a prolific activity for both the faculty and the students since learning can be enriched from the varied inputs of the participants; especially that most graduate students have wider connections outside Camarines Norte State College. Their exposures are among the stream of knowledge that can be imparted when they are gathered in the classroom.



Graduate school faculty used varied teaching classroom methodologies in their deliverables. Lecture type allows students to grasp learning contents in a clear, focused and direct manner from the point of view of the faculty experts. As practiced, interactive discussion follows where students freely participate in the discussion to deepen the ideas and knowledge. Lectures and discussions work best in a small of group audience. CNSC graduate school normally holds a small group of not less than 20 enrollees inside a spacious, enough sitting capacity and convenient air-conditioned classroom with available multimedia equipment and/or interactive board. Individual or group reporting is also commonly practiced in the graduate school. The assigned discussants are expected to prepare for the given topic and provide his/her classmates outline of the report for future reference. The discussant prepares, does research works to further his/her knowledge, and performs his/her sense of duty to meet expectations of both his/her classmates and the subject professor. Another teaching strategy is the holding of a round-discussion. In this strategy, the teacher did not assign reporter because everyone is ready in the discussion of a specific topics. The discussion is not a typical sharing of theories but it is more of sharing of relevant experiences from their workstations.

The academic life of CNSC's graduate students move around a series of colloquium, case analysis report, community engagements, research works, and academic-activity organizing for the benefit of not only for the classroom participants but also for the greater populace. Every academic colloquium becomes an avenue for sharing the great ideas from among the brilliant minds of the students. It is from there that each was able to pick up pieces of wisdom imperative to the furtherance of their profession. More and more subjects in the graduate school, were observed to have been requiring students to organize colloquium that allows them to present their academic outputs.



Another interesting methodology being applied by professors in the graduate school handling Master in Public Administration program is by inviting an expert- lecturer and/or practitioner to provide further insights how each concept in public administration is being put into action. For example, MPA students organized a One-Day Seminar-Workshop titled “The Dynamics of Fiscal Federalism: Examining the Flow of Budgetary Resources from National to Local Government” held at CNSC Library last December 9, 2023. Undeniably, students learning are deepened after hearing varied discussions of realities at present times aside from the concepts elucidated by their professors.





In addition to the various teaching methodologies cited above, graduate school faculty also embraced the use of other techniques in inculcating knowledge to the students. Below are some of the commonly used tools in facilitating effectively the learning in every classroom:



Buzz learning works best in quite a big class size since it could stir interests among members of the class. The sharing of ideas from among themselves is an effective way of enriching everyone's limited horizon.



Group dynamics is another way to develop synergy, leadership, and teamwork. This could bring out the uniqueness and strength of each in the group.



Giving of individual assignments to graduate students enhances more their sense of duty and proper use of time and other limited resources. As such, this is a test not only of their character but a test of their persistence and dedication to finish successfully what they have started.

Therefore, reporting or delivery of a topic thru lectures, with the use of the technology is a common tool that graduate student used as it dictates interactive learning amongst. It can induce reactions from the listeners and this is what makes graduate study more relevant and interesting.

Research output presentations through research colloquia as a culmination of the semester is being practiced also in the program.



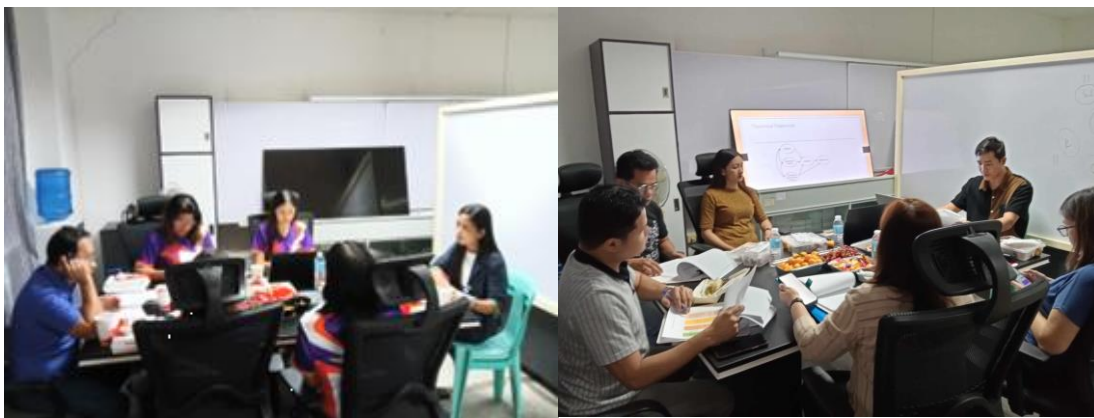
Graduate students' study hours do not fully circulate in the four corners of the Graduate School classrooms, they change places as well. Aside from their stay in the library for some research works, there are times that their computer skills and analytical skills are put into another challenging situation. This happens inside the computer laboratory where each of them is required to work on their own and find solution to the problems at hand. The picture is taken in their Management Information System class.



Other than the cited challenges which the graduate students have to surpass triumphantly, they were able to meet practitioners—top calibre practitioners in the field. This allows validation of the learning taken inside the classroom. Through this, another relevant learning will sprout from their thinking and it could become a problem which can be used as a research material. Once given a solution, this can be used for social change. This is the essence of their degrees—imparting change in the society.



Hence, their contributions are laid down during oral presentation and thesis defense:



All shall end well. Their efforts were paid off and were traded with accomplishment like that of the most awaited graduation ceremony and the distribution of awards.



Shown in the table is the summary of awardees from the Graduate School. They were able to meet the requirements for the well-written research works.

NAME	AWARD RECEIVED	YEAR GRADUATED
1. Macale, Ramila Joy S.	Merit	2024
2. Balanta, John Arlan B.	Merit	2023
3. Balon, Maricel A.	Merit	2023
4. Pato, Julie Fe B.	Merit	2023
5. Rieza, Jasmin V.	Merit	2023

6. De Guzman, John Christopher V.	Meritus	2022
7. Dela Peña, Marlo A.	Meritus	2020
8. Ablao, Aireen V.	Meritus	2019
9. Aloc, May R.	Meritus	2019
10. Davoco, Adrian S.	Meritus	2019
11. Luares, Maria Buena Fe Z.	Meritus	2019
13. Mago, Odessa S.	Meritus	2018
14. Banal, Jose Vernon A.	Meritus	2018
15. Abcede, Cheryl C.	Meritus	2016
16. Belardo, Raphy B.	Meritus	2015
17. Aviado, Sarah Marie P.	Best Thesis	2014
18. Bayani, Virgilio I.	Best Thesis	2013
19. Colico, Jayson Rey C.	Best Thesis	2013
20. Francisco, Severino Jr. H.	Best Thesis	2013
21. Maranan, Alejandro R.	Best Thesis	2013
22. Pereyra, Dominacion B.	Best Thesis	2013
23. Quiñones, Virgilio Alvin B.	Best Thesis	2013
24. Balane, Kristina A.	Best Thesis	2011
25. Parone, Rhea S.	Best Thesis	2011
26. Relloso, Trinidad T.	Best Thesis	2011
27. Balane, Cleofas O.	Best Thesis	2010
28. Gestiada, Harold R.	Best Thesis	2010
29. Sumaway, Emma H.	Best Thesis	2010

In connection to the given classroom methodologies and requirements being complied by the students, CNSC graduate school is strictly following a grading system which has different criteria and system of computation in grading student's performance. Below are facts taken from the policy guidelines in the CNSC grading system, Academic Year 2014-2015, to wit,

The graduate school may adopt the same criteria similar to the criteria for the undergraduate programs but giving more weight to Research Projects as shown below:

Criteria:

	<i>Weight</i>
<i>Class Standing (attendance, recitation, assignment, Homework, quizzes, unit/chapter test, etc.)</i>	20%
<i>Periodical Examination (preliminary exam, midterm, Final exam)</i>	30%
<i>Research Project (research paper, term paper, reaction Paper, laboratory experiment, technical model, etc)</i>	<u>50%</u>
<i>Total</i>	<u>100%</u>

Graduate programs must be research-oriented. As such, it shall be the policy of the College to require every Graduate Student to submit at least two (2) research papers per semester and one (1) research paper during summer. Every graduate student shall also be required to publish at least one research paper before graduation in CHED recognized/accredited research journals.

Faculty members adhere to this policy strictly; hence, every semester students have action researches, case analysis that will hone their critical thinking and decision making which are imperative in their chosen profession.

Furthermore, attendance to trainings, seminar and other academic fora, are part and parcel of the graduate's school goal of developing excellence in profession.



In fact, on November 24-25 2023, a group of graduate students, from Master in Public Administration and Master in Business Administration attended with paper presenters the CODGE (Council of Deans of Graduate Education) 3rd CHED CODGE Academic Conference on Graduate Research and Membership Assembly at Camarines Sur Polytechnic Colleges, Nabua, Camarines Sur with the GS Dean, Dr. Eduardo M. Abad, and faculty members: Dr. Consuelo R. Saenz, and Dr. Analyn D. Ramos.



This provided an avenue to the graduate students on how to prepare researches that will meet global standards and expectations. The graduate school anticipates the maturity of these representatives in terms of writing researches and relay the same message and inspiration to fellow graduate students who were not able to participate

in the activity.

The GS students are not only expected to excel in their academic requirements through the above-mentioned methodologies, but they are also expected to become better in the field of research. Hence, each of them undergoes rigorous thesis writing proposal and series of oral defenses. Below are the graduate school's policies in students thesis writing taken from the Graduate School Student Handbook as per BOT Resolution No. 19, series of 2010:

Thesis Writing/Defense

Before being awarded a master's degree, every candidate is required to write and successfully defend a master's thesis, which will be the candidate's original contribution of his/her field of specialization to the existing body of knowledge.

Application for Thesis/Dissertation Writing

Students who have passed the comprehensive exams can enrol in thesis writing. Preparation of thesis proposal is done at this level and if the student is ready with the proposal, he/she can present the proposal to the Program Chair for presentation to the evaluation committee. If the proposal is in order, the Chair will advise the student concerned or candidate to prepare six (6) copies for a thesis and eight (8) copies for dissertation. When the copies are ready, these will be submitted to the Dean of the Graduate School, together with a letter from the chair requesting that the student be allowed to present his/her proposal.

Stages of the Defense Process

First Stage: Proposal Presentation

The candidate presents his/her proposal for approval by the thesis/dissertation evaluation committee. The committee scrutinizes the proposal and gives suggestions for its improvement

After the presentation, the Committee members shall submit the Proposal Evaluation Sheet with their respective comments/recommendations. The student and his/her adviser must take note of the recommendations of the Committee. The GS office shall provide the student with a summary of the recommendations to serve as his/her guide for making the necessary revisions.

If the candidate gets the remark "Passed with Revisions", he/she will be required to submit to the GS office a copy of the revised proposal before he/she will be allowed to proceed with the data gathering and the rest of the thesis/dissertation writing process.

Second Stage : the Pre-Oral Defense

Once the candidate has completed Chapters 4 and 5 of his/her paper, and upon the recommendation of the adviser and the Program Chair, he/she may now proceed with the Pre-oral defense. During this stage, he/she will present his/her completed research for evaluation by the thesis/dissertation committee.

Six (6) copies of thesis or eight (8) copies of dissertation must be submitted to the GS office at least seven (7) days prior to the scheduled pre-oral defense.

The Committee assisted by the GS Secretary will go over the paper page by page to determine if the paper follows the format and style prescribed by the CNSC-GS and if the recommendations provided by the Committee during the proposal presentation

were incorporated. In this stage, some other recommendations/suggestions may be provided to further improve the paper both in content and in format.

The committee members shall submit the pre-oral evaluation sheet with their respective comments/recommendations. The GS office shall provide the students with summary of the recommendations, which will serve as his/her guide for making the necessary revisions.

Third Stage: Oral Defense

After the candidate has complied with the pre-oral recommendations, he/she must submit his/her revised manuscript to the GS office, together with an endorsement from the adviser, duly noted by the Program Chair, that the candidate is ready for oral defense

The candidate shall submit six (6) copies of the thesis or eight (8) copies of the dissertation at least seven (7) days prior to the final oral defense schedule. These copies will be distributed to the members of the Panel on Oral Examination.

The Dean shall create/appoint the Panel on Oral Examination who will undertake the final evaluation of the thesis/dissertation. The panel on Oral Examination for a thesis shall be composed of a chairman and three members. The Panel on Oral Examination for a dissertation shall be composed of a chairman and four members. When appropriate, a non-CNCS faculty member or outsider (researcher or practitioner from other colleges/universities/agencies) may also sit as panel member upon the approval of the Dean.

Manuscript Submission and Defense Schedules

The candidate may submit his/her proposal and be scheduled for presentation any time within the school year including summer term. The required number of copies must be submitted to the GS office and received by the GS secretary at least seven (7) days before the scheduled presentation. This will allow the members of the evaluation committee adequate time to scrutinize the proposal.

After the proposal presentation, and upon submission of the revised copy of the proposal, the candidate has at least six (6) weeks to gather data, and construct the last two chapters of his/her paper.

The oral defense shall be scheduled at least one week after the six (6) copies of thesis or the eight (8) copies of dissertation have been received by the GS office. The last date of oral defense shall be held one (1) week before the Graduate School Academic Council Meeting to be included in the list of candidates for graduation. The candidate must ensure that his/her manuscript is duly acknowledged by the GS Secretary who will issue the formal notice of schedule of defense, signed by the Dean. The members of the Panel on Oral Examination shall submit their final evaluation of the thesis/dissertation with their comments/recommendations. The GS Office shall provide the student with summary of the recommendations which will serve as his/her guide for making the final copy that will be submitted as the final requirement for graduation.

Rejection of Thesis/Dissertation

- 1. Specific requirement for scheduling of the oral defense is not complied with.*
- 2. The time interval between submissions of the preliminary and submission of the finished manuscript is shorter than the specified time.*
- 3. Steps in the development of the thesis/dissertation are different from that outlined in the proposal.*

4. There is evidence of plagiarism

5. The research design is questionable

6. The thesis/dissertation may still require editing because of grammatical and mechanical flaws.

The sample photos are proofs that the policies mentioned above are carefully observed by the Graduate School in order to meet the objectives of the programs. Indeed, rigid scrutiny is being done to every graduate student who is also a candidate for graduation.

Aside from the rigid process of thesis writing proposal and series of oral defenses, the students also have to comply with the academic standards such as passing in the Comprehensive Examination. This commonly precedes thesis writing and oral examinations. Below is an excerpt from the Graduate School Student Handbook regarding Comprehensive Examination:

“The graduate school also implements policy on Comprehensive Examination. The student takes a comprehensive examination after the completion of his/her course requirements. Examination is given in June and November each year. Application for their comprehensive examination shall be submitted to the Dean of Graduate School at least one month before the date of examination. A student who fails the examination will have to take another examination. A second failure will require him/her to take a refresher course of six (6) units before he/she will be allowed to take another examination.”

A graduate student once evaluated and was found to have successfully complied with his/her academic requirements then executes a letter of intent to take the Comprehensive Examination. After due consideration, the College Dean approves the intention and a payment of P800.00 has to be settled. Below is a sample of letter of intent filed by a graduate student.

The data presented below show number of graduate students who have taken the comprehensive examination from 2019 to present.

The above cited data on Comprehensive Examination became more inspiring with the summary of results. It can be noted that in June, 2019, there are 14 takers who successfully passed the comprehensive Examination; in June, and November, 2020, there was a 100% passing rate while in the latest examination with 20 takers, and 2 takers, respectively. In June, 2021, there was a 100% passing rate while in the latest examination with 9 takers, and no examinee in no takers in November, 2021, respectively. In June, 2022, there was a 100% passing rate while in the latest examination with 18 takers, and 0 taker in November, 2022. In June, 2023, there was a 100% passing rate while in the latest examination with 6 takers, and 2 takers in November, 2023. Currently, in June, 2024, only 2 takers with 100% passing rate.

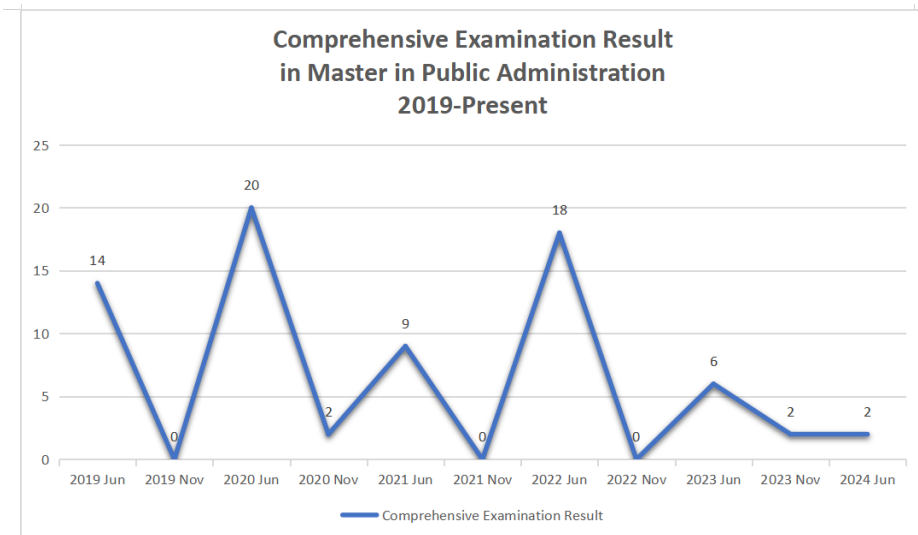



Figure 3. Comprehensive Examination Results-MPA Program

Furthermore, Graduate school also ensures that quality classroom performance is being observed by all faculty concerned. A regular classroom observation conducted by Program Chairperson is scheduled in both laboratory and lecture classes where particular areas are considered for evaluation: a.) faculty; b.) students; c.) learning environment. Provided below is a blank Classroom Observation Rating Form and a sample classroom observation schedule last second semester, AY 2018-2019.

The faculty being observed is rated based on his/her mastery of the subject matter; how he/she conducts a well-organized lesson, manages his/her class effectively, and his/her use of an updated methods/techniques. Moreover, the faculty is also being assessed by his/her pleasing personality, awareness of current issues and educational concerns, desirable values and habits, communication skills and the use of instructional materials that could facilitate learning. On the other hand, students' performance is also observed in terms of his/her participation in the classroom activities, level of preparation for the lesson, communication skills and awareness of current issues and concerns.

A very significant part of the classroom observation rating form is the assessment of the learning environment where the observer considers the absence or presence of distraction, quality of ventilation, lightings, adequacy of the learning facilities, cleanliness and orderliness of the room. Provided here is the snap shot of the mentioned classroom observation rating form . On its left is the cover page while the right side provides the view of the areas to be rated as mentioned earlier. It can be noticed that the second page of the rating form consists of two tabulated assessment areas, one is for the laboratory classes and the other one is for lecture classes.



Republic of the Philippines
CAMARINES NORTE STATE COLLEGE

Descriptive Equivalent of Numerical Rating

- 5 - Outstanding
- 4 - Very Good
- 3 - Good
- 2 - Fair
- 1 - Poor
- NA - Not Applicable

**CLASS OBSERVATION
RATING FORM**

Lecture / Laboratory Classes

Faculty: _____	Date: _____	Faculty: _____	Date: _____
Subject: _____	Time: _____	Subject: _____	Time: _____
Building: _____	Room: _____	Building: _____	Room: _____

Areas to be Rated (Lecture Classes)	Rating					
	5	4	3	2	1	NA
A. Faculty						
1. Identifies laboratory planning and organizing skills						
2. Conducts laboratory class logically and systematically						
3. Shows initiative and common sense						
4. Demonstrates neatness/cleanliness and regularity						
5. Encourages student participation						
6. Motivate students for critical thinking and independent study						
7. Conducts laboratory work (practical nonlaboratory exercises) regularly						
B. Students						
1. Participates actively in classroom activities						
2. Well-prepared for laboratory work						
3. Communicates effectively						
4. Shows interest in the laboratory activities						
5. Aware of current issues and concerns						
C. Learning Environment						
1. Availability/accessibility of equipment, supplies and materials						
2. Well-maintained equipment and furniture						
3. Safe working condition						
4. Well-lighted/ventilated						
5. Clean and orderly						
Total						
Used						

Overall Rating: _____ Descriptive Rating: _____

Comments/Suggestions: _____

Observer: _____

CNSC-GR-VN-0107-5
Revised: 09

Areas to be Rated (Lecture Classes)	Rating					
	5	4	3	2	1	NA
A. Faculty						
1. Shows mastery of subject matter						
2. Conducts well-organized lesson						
3. Manages the class effectively						
4. Utilizes updated methods/instruction						
5. Promotes learning personality						
6. Aware of current issues and national concerns						
7. Promotes discipline, values and habits						
8. Communicates effectively						
9. Utilizes various instructional materials to facilitate learning						
B. Students						
1. Participates actively in classroom activities						
2. Well-prepared for the lesson						
3. Communicates effectively						
4. Aware of current issues and concerns						
C. Learning Environment						
1. Free from distraction						
2. Well-ventilated						
3. Well-lighted						
4. Well-arranged facilities						
5. Clean and orderly						
Total						
Used						

Overall Rating: _____ Descriptive Rating: _____

Comments/Suggestions: _____

Observer: _____

Page 2 of 2

As one inspects the proceedings, try to consider the awesomeness of the learning environment; the ventilation and lightings are great, the classroom is spacious; there is more than enough chairs to accommodate everyone; the faculty is using varied instructional material or devices with pleasing personality; while the students attentively listens and participates while on their seats. These then explain the level of students' preparedness for the lesson assigned.

The syllabus is updated and responsive to the needs of the students and of the industry. The syllabus contains painstakingly planned topics to deepen the knowledge of the students on organization and management. It has updated guidebooks and references and was able to identify various assessment tasks with properly calculated time allocation for the perfect phasing of the topics. There is also a note on the strict observance of the approved grading system of the graduate school.

As mentioned, graduate school syllabus must be updated and responsive to the needs of the industry. Thus, CNSC holds and observes activities to ensure quality in the process of curriculum development. To name a few, the graduate school follows the protocol of holding participative planning and designing of the curriculum with different stakeholders: administration, faculty, students, alumni and representatives from the industry/sectors.

Moreover, the Graduate School, with the aim of developing effective and efficient leaders and administrators of the government organizations, has always been supportive to all the undertakings of the school. The 133rd regular meeting of the Board of Trustees was held on March 7, 2018, 3:00 pm, at the Central Bicol State University, San Jose Pili, Camarines Sur. The Board Resolution No. 11, s. 2018 indicated the need for CNSC to revise the existing curricular programs in order to be responsive in the advent of K-12, ASEAN Integration and Internationalization of Higher Education; and that the CNSC Graduate School proposes the revision of the curricular program which include the Master in Public Administration. The resolution also testified that the said proposal to revise the curricular programs of the Graduate School was presented, deliberated upon and has passed through the Academic Council and BOT Committee for favourable endorsement to the Board of Trustees. Therefore, as motioned, it was resolved to approve the revision of the Graduate School Curricular Programs.

ONLINE ELECTRONIC RESOURCES SUBSCRIPTIONS	
ONLINE DATABASES	SUBSCRIPTION
ELSEVIER SCIENCE DIRECT E-BOOKS	450
GALE VIRTUAL REFERENCE LIBRARY E-BOOKS	100
ACCESS ENGINEERING E-BOOKS	600
PRESS READER E-MAGAZINES AND NEWSPAPERS	5000
INFOTRAC CUSTOM 250 E-JOURNALS	250

The curriculum planning and development regularly done by the CNSC academic community was made parallel to their available library resources, aside from the varied lists of library holdings which caters to the different curricular offerings of the college. The CNSC Library has wide array of books from different known publishers as well as various online electronic resources subscriptions such as: Elsevier Science Direct E-Books, Gale

Virtual Reference Library E-books, Access Engineering E-Books, Press Reader E-Magazines and Newspapers and Infotrac Custom 250 E-Journals. The graduate students can make use of the library resources from Monday to Saturday, 8:00-5:00 pm. They can avail of the services of the library even during Saturdays since a library staff is designated to report during Saturdays for the purpose of catering to graduate students' needs. Their access to library resources and even the online resources are given for free to all enrolled GS students. Aside from the services provided by the CNSC library, the students are given spacious nook where they can read and do some research works with ease and convenience, free from the noises of other undergraduate students during weekdays.

The GS students, being provided with the needs and a conducive learning environment they are supposed to have and enjoy. Reiterating the results of the study conducted by Peteza (2016) about the impact of Master's Degree programs to the graduates of Camarines Norte State College, it clearly states that the academic factor involving curricular subjects has a large extent of contribution to the development of graduates' skills and capabilities while moderate extent on faculty competence and small extent on learning facilities. Moreover, the graduates themselves testified that upon graduation they were able to get a better post in their agencies because of their additional qualifications.



For example is the case of Ms. Victoria M. Glodoviza, an MPA graduate, who was once a Senior Bookkeeper at the Division Office of the Department of Education. After she got her master's degree in 2014, the management has an eye on her and then promoted her to the position of Administrative Officer IV. Similarly, Ms. Aireen V. Ablao, an MPA graduate and soon to graduate with her DPA degree in Bicol University was promoted from Instructor I to Board Secretary I of CNSC effective October 28, 2024. Another good example is the case of Mr. Virgilio Alvin Quinones, an MPA graduate in 2013 who had his new post from being a Public Health Nurse II to Senior Education Program Specialist of the Division Office of the Department of Education, Daet, Camarines Norte. These three names are just few of the many success stories of the

CNSC Graduate School, and that the administration desires to account more success stories in the days to come. Below are proofs of graduate students' achievements after earning their master's degree.

KSS Form Bg 33
(November, November 1998)

Republic of the Philippines
Department of Education
Region V - Bicol
Division of Camarines Norte
Daet

2016 (GAP) 730
RECEIVED

Ginoong/Gng/Bb: VICTORIA M. GLODOVIZA
Mr./Mrs./Ms.

Administrative Officer IV SG-15

Kayo ay nahirang na ADMINISTRATIVE OFFICER IV SG-15
You are hereby appointed as

na may katayuang PERMANENT sa Kagawaran ng Edukasyon
with a (status)

sa pasahod na DALAWANG DAHA BAYANAPULUWANG LIBRO, ARIM, NA BAHAG APATIMPULUWANG PISO plus
with a compensation rate of (Php.29,644.00) BARAT TAGAN pesos per month.

ito ay magkakahisa sa patsa ng pagpapang ng tungkulin sabali' di aaga sa patsa ng pagpapang
The effectivity of this appointment shall be the date of actual assumption by the appointee but not earlier than the date of issuance of

ng puno ng tanggapan o appointing authority.
the appointment which is the date of the signing of the appointing authority.

Ang appointment na ito ay PROMOTION bilang kapalit ni
This appointment (Original, Promotion, etc.)

Marie L. Lansigan na Promoted Administrative Officer V at ayon sa Plantilla
who (Transferred, Retired, etc.) and accordance with the Plantilla

OSEC-DECSB-ADOF4-
Aytem Blg. 390026-2014 Pahina Page

Sumasainyo,
Very truly yours,

CECILIA TRANI-BALMACEDA
SCHOOLS DIVISION SUPERINTENDENT
Puno ng Tanggapan
Head of the Agency
Date of Signing

CECILIA TRANI-BALMACEDA
SCHOOLS DIVISION SUPERINTENDENT
Puno ng Tanggapan
Head of the Agency
Date of Signing

July 9, 2015
Patsa
Date

CS Form No. 33-A
Revised 2018

Republic of the Philippines
Department of Education
Region V - Bicol
Schools Division Office
Camarines Norte

Mr./Mrs./Ms.: AIREEN V. ABLAO

You are hereby appointed as ADMINISTRATIVE ASSISTANT II (SMB) (SG/AG/PG SG-11STEP 1) under
(Position Title)

PERMANENT status at the SCHOOLS DIVISION OFFICE - CAMARINES NORTE with a
(Permanent, Temporary, etc.) (Office Department Unit)

compensation rate of SIXTEEN THOUSAND, TWO HUNDRED EIGHTY-TWO
(Php. 16,282.00) pesos per month.

The nature of this appointment is PROMOTION vice DJONRAE N. GALTIZ who
(Original, Promotion, etc.)

RESIGNED EFFECTIVE 06/06/2017 with Plantilla Item No. 39079-2016 Page 50
(Transferred, Retired, etc.)

This appointment shall take effect on date of signing by the appointing officer/authority. Probationary for the
first six (6) months from MARCH 5, 2019 to SEPTEMBER 5, 2019.

Very truly yours,
NENE M. MORELES, CESO V
Schools Division Superintendent
Appointing Officer/Authority
MARCH 5, 2019
Date of Signing

CS ACTION: APPROVED

Authorized Official
04 APR 2019
Date

APR 09 2019
(Stamp of Date of Issuance)

CS Form No. 33-B
Revised 2018

Republic of the Philippines
Department of Education
Region V - Bicol
Schools Division Office
Camarines Norte

Mr./Mrs./Ms.: RAMILA JOY S. MACALE

You are hereby appointed as PROJECT DEVELOPMENT OFFICER I (SG/JG/PG SG-11STEP 1) under
(Position Title)

PERMANENT status at the SCHOOLS DIVISION OFFICE - CAMARINES NORTE with a
(Permanent, Temporary, etc.) (Office Department Unit)

compensation rate of TWENTY-SEVEN THOUSAND
(Php. 27,000.00) pesos per month.

The nature of this appointment is PROMOTION vice NIP CY 2023 who
(Original, Promotion, etc.)

N/A with Plantilla Item No. 390023-2023 Page 008(A)
(Transferred, Retired, etc.)

This appointment shall take effect on date of signing by the appointing officer/authority.

Very truly yours,
CRESTITO M. MORELLA, CESO V
Schools Division Superintendent
Appointing Officer/Authority
MAR 14 2024
Date of Signing

CS Form No. 33-A
Revised 2018

Republic of the Philippines
Department of Education
Region V - Bicol
Schools Division Office
Camarines Norte

Mr./Mrs./Ms.: FRANCES ANNE M. BELARMA

You are hereby appointed as ADMINISTRATIVE OFFICER II (Elementary) (SG/JG/PG SG-11STEP 1) under
(Position Title)

PERMANENT status at the PARANG ELEMENTARY SCHOOL with a
(Permanent, Temporary, etc.) (Office Department Unit)

compensation rate of TWENTY-TWO THOUSAND, THREE HUNDRED SIXTEEN
(Php. 22,316.00) pesos per month.

The nature of this appointment is PROMOTION vice NIP CY 2020 who
(Original, Promotion, etc.)

N/A with Plantilla Item No. 390071-2020 Page
(Transferred, Retired, etc.)

This appointment shall take effect on date of signing by the appointing officer/authority.

Very truly yours,
NYMHA D. GUEMO
Schools Division Superintendent
Appointing Officer/Authority
OCTOBER 14, 2020
Date of Signing

Given the sincere commitment of the college in imposing higher quality education, the stakeholders, especially the graduate students—both the existing students and the future students yet to enroll are then assured that development towards excellence will never cease. Other than the bigger actions done by the management, as stated above, which deal to better results, the journey has just begun and the college will continue to traverse the road to excellence. This is an assurance and never a false hope because of the clarity of purposes and objectives as reflected in their conduct of Annual Strategic Planning as shown below.



With the theme of transforming CNSC as a global engine of innovation and discovery, CNSC administrative officials shared their best ideas during the Strategic Planning last November 3-4, 2022 at the Quality Assurance Office, CNSC Main Campus.

The event was spearheaded by the CNSC President, Dr. Marlo M. De La Cruz along with the CNSC Alumni Trustee, Mr. Eric D. De

Castro and Student Trustee, Mr. Jhon Romar Dasigan who also gave significant inputs during the brainstorming sessions and generally promoted the innovative yet cooperating environment (*The Future University of Camarines Norte FB Page*).

Similarly, the CNSC's Top Management along with the heads of offices, deans, director, student, faculty, and alumni representatives gather together 3-Day Strategic Planning Workshop 2024 last September 25-27, 2024. The sessions and workshops were aimed at equipping participants with advanced thinking strategies and collaborative techniques to effectively address future challenges and opportunities that CNSC may have.

Plaque of Appreciation is given to **Camarines Norte State College** last July 31, 2024 for the unyielding support to the implementation of programs and projects of the **Department of Information and Communications Technology** which highlights our shared commitment to drive growth and digital transformation towards a *Bayang Digital ang Bagong Pilipinas (The Future University of Camarines Norte FB Page)*.

In order that these plans will be translated into practice, the management warrants the formation of a strong work force grounded on work ethics, commitment and quality. Hence, to attain the objective of forming qualified, highly trained and competitive workforce, they are guided by their Human Resource Development Plan.



Another very important milestone and achievement of Camarines Norte State College is when they were formally awarded as ISO 9001:2015 certified on November 22, 2018 which covers their full implementation of the Quality Management System ensuring conformity to standards and further improvement on the existing practices to attain organizational excellence. The awarding of the certificate was done held on March 1, 2019 at the Main Campus Social Hall, Daet, Camarines Norte. Since

2018 up to present, CNSC is a multi-campus ISO certified institution.

