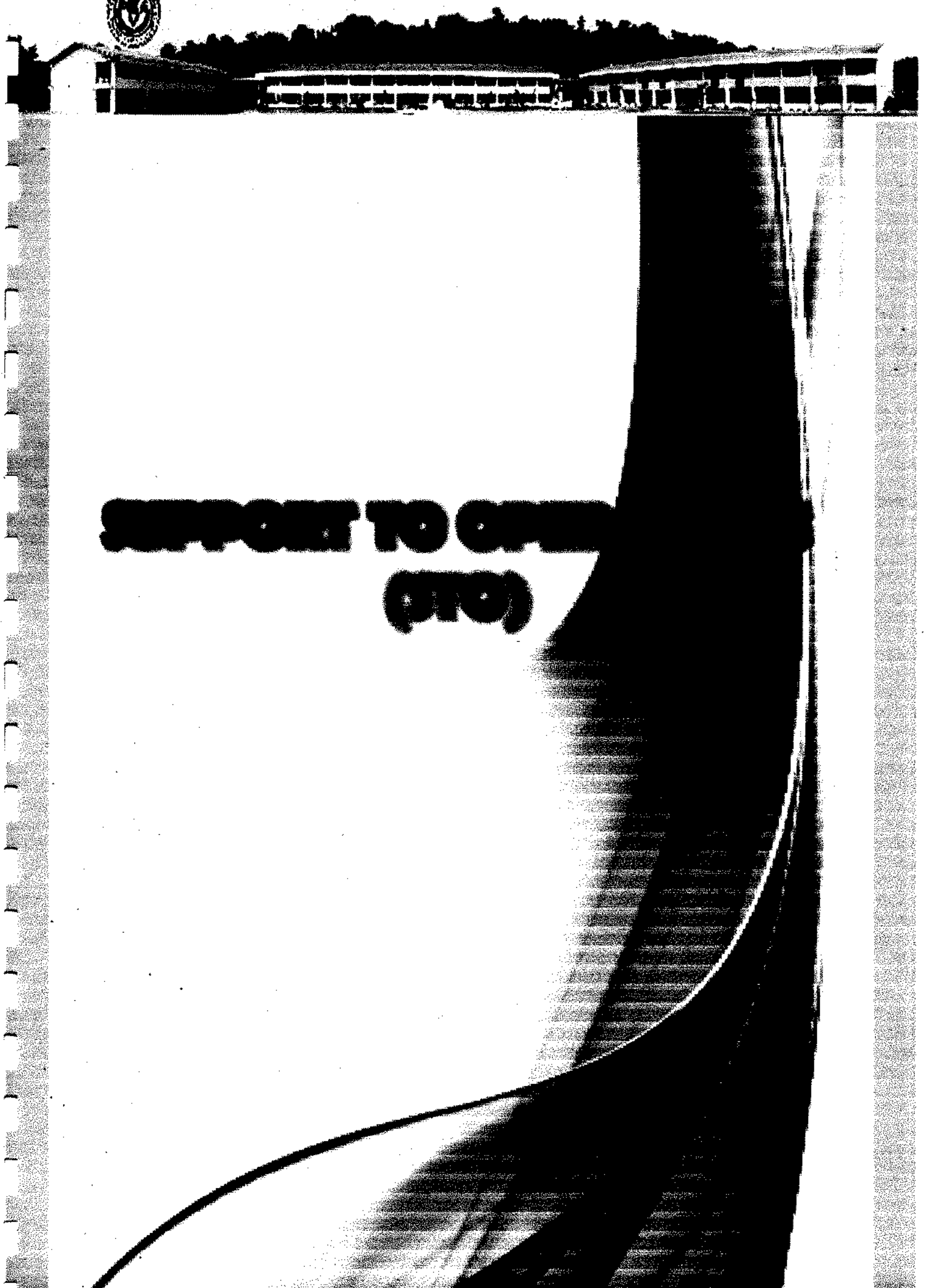




SUPPORT TO OPERATIONS (STO)





**Mindoro State College
of Agriculture and
Technology**

Main Campus Bongabong Campus Calapan City Campus
Alcate, Victoria Labasan, Bongabong Masipit, Calapan City

Alcate, Victoria, Oriental Mindoro 5205 Philippines

e-mail address: minscat_main@yahoo.com

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Fax: (+63) (43) 2862348

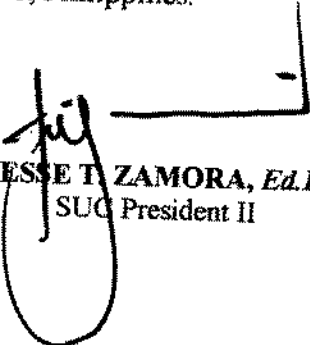
**CERTIFICATION OF COMPLIANCE
Number of Officials/Employees Oriented
on Quality Management System**

This certifies that fourteen (14) officials/employees of the MINDORO STATE COLLEGE OF AGRICULTURE AND TECHNOLOGY (MinSCAT) have been oriented on the Quality Management System during the International Seminar on Measuring and Managing Performance: Creating the CEO's Dashboard held on January 20, 2014 at MinSCAT Calapan City Campus, as follows:

Name	Position
Norma Q. Dimaunahan	Vice-President for Academic Affairs
Vicente G. Hernandez	Vice-President for Administration and Finance
Ma. Concepcion L. Mores	Vice-President for Research, Extension and Development
Filomena P. Reyes	Chief Administrative Officer
Joelene C. Leynes	Director for Planning, Monitoring and Evaluation(DPME) / Director for Finance, Admin. & Support Services (DFASS)
Christian Anthony C. Agutaya	Special Projects and International Affairs-in-Charge / Evaluation in-Charge – MinSCAT Main Campus
Portia Angelica B. Abog	Planning in-Charge – MinSCAT Main Campus
Sonia A. Arenillo	Campus Administrator – MinSCAT Calapan Campus (MinSCATCC)
Enya Marie D. Apostol	DPME/DFASS – MinSCATCC
Leonicia S. Marquinez	Director for Instruction – MinSCATCC
Lydia A. Lumalang	Acting Supply Officer – MinSCATCC
Edna G. Ptol	Campus Administrator - MinSCAT Bongabong Campus (MinSCATBC)
Gregoria C. Pesigan	DPME/DFASS – MinSCATBC
Lory A. Moreno	Acting Budget Officer- MinSCATBC

IN WITNESS WHEREOF, we have hereunto affixed our signatures on the 18th day of January 2015 at MinSCAT, Alcate, Victoria, Oriental Mindoro, Philippines.


VICENTE G. HERNANDEZ
VP for Administration and Finance/
Chair-PBB Local Task Force


JESSE T. ZAMORA, Ed.D.
SUC President II



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SUPPORT TO OPERATIONS

Percentage of students and personnel who rated non-academic related services (Library, medical/dental, guidance, ICT, etc.) as good or better

Non-Academic Services	Guidance and Counselling	Scholarship/ Financial Assistantship	Medical/Dental	Library	Student Housing	College Canteen	Recreation and Sports	Total
Number of students and personnel who rated the services as good or better	399	325	411	328	413	431	246	365

Main Campus

Guidance and Counselling	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	58	39	24	3	1	125	63
2	30	43	44	7	1	125	87
3	41	50	27	6	1	125	77
4	46	43	30	5	1	125	73
5	55	45	21	4	0	125	66
6	48	38	35	3	1	125	73
7	39	53	29	4	0	125	82

Scholarship/Financial Assistantship	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	60	38	20	6	1	125	58
2	50	50	13	12	0	125	63
3	56	41	25	3	0	125	66
4	43	54	24	2	2	125	78
5	35	55	32	3	0	125	87
6	43	62	17	3	0	125	79
7	47	41	31	5	1	125	72
8	49	44	26	6	0	125	70

Medical/Dental	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	57	45	16	2	5	125	61
2	34	60	21	10	0	125	81
3	35	38	30	8	14	125	68
4	36	36	23	25	5	125	59
5	35	45	40	4	1	125	85
6	34	48	39	4	0	125	87
7	41	47	22	14	1	125	69
8	42	47	33	2	1	125	80



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Library	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	79	35	10	0	1	125	45
2	24	51	46	2	2	125	97
3	45	56	20	4	0	125	76
4	52	63	9	1	0	125	72
5	60	49	13	2	1	125	62
6	67	46	10	2	0	125	56

Student Housing	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	25	53	39	7	1	125	92
2	26	53	32	13	1	125	85
3	22	41	46	14	2	125	87
4	26	47	45	7	0	125	92
5	27	44	44	8	2	125	88
6	45	45	29	4	2	125	74

College Canteen	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	29	26	43	23	4	125	69
2	12	17	64	27	5	125	81
3	9	18	46	41	11	125	64
4	10	19	49	40	7	125	68
5	12	21	47	34	11	125	68
6	8	24	41	42	10	125	65

Recreation and Sports	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	33	43	37	11	1	125	80
2	31	41	44	9	0	125	85
3	32	42	44	7	0	125	86
4	34	43	36	10	2	125	79
5	40	42	36	6	1	125	78

City Campus

Guidance and Counseling	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	65	32	28	2	0	127	60
2	41	42	37	7	0	127	79
3	33	36	43	15	0	127	79
4	45	43	35	4	0	127	78
5	40	55	27	5	0	127	82
6	39	51	29	8	0	127	80
7	55	45	24	3	0	127	69



Scholarship/Financial Assistantship	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	56	39	26	6	0	127	65
2	65	35	24	3	0	127	59
3	53	45	24	5	0	127	69
4	58	46	18	5	0	127	64
5	68	40	17	2	0	127	57
6	53	44	27	3	0	127	71
7	54	45	24	4	0	127	69
8	56	39	29	3	0	127	68

Medical/Dental	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	54	46	24	2	1	127	70
2	28	48	44	7	0	127	92
3	19	59	35	14	0	127	94
4	25	55	34	12	1	127	89
5	34	55	31	4	3	127	86
6	28	54	31	14	0	127	85
7	35	45	34	13	0	127	79
8	33	45	35	14	0	127	80

Library	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	26	71	28	2	0	127	99
2	31	44	39	12	1	127	83
3	37	56	27	6	1	127	83
4	27	57	32	10	1	127	89
5	19	65	35	8	0	127	100
6	24	36	47	20	0	127	83

Student Housing	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	24	45	55	3	0	127	100
2	45	54	23	5	0	127	77
3	24	36	59	8	0	127	95
4	27	40	45	14	1	127	85
5	46	42	37	2	0	127	79
6	23	42	55	5	2	127	97

College Canteen	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	27	66	27	6	1	127	93
2	26	61	27	12	1	127	88
3	15	21	40	45	6	127	61
4	29	52	36	8	2	127	88
5	29	50	39	9	0	127	89
6	27	44	43	12	1	127	87



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Recreation and Sports	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	36	55	32	4	0	127	87
2	38	44	31	13	1	127	75
3	25	51	37	11	3	127	88
4	35	54	33	5	0	127	87
5	43	58	24	2	0	127	82

Bongabong Campus

Guidance and Counseling	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	70	25	26	4	0	125	51
2	58	55	12	0	0	125	67
3	64	53	6	2	0	125	59
4	66	49	8	2	0	125	57
5	70	44	11	0	0	125	55
6	69	33	21	2	0	125	54
7	69	40	16	0	0	125	56

Scholarship/Financial Assistantship	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	83	32	10	0	0	125	42
2	89	24	12	0	0	125	36
3	84	31	10	0	0	125	41
4	87	28	10	0	0	125	38
5	80	26	19	0	0	125	45
6	84	23	18	0	0	125	41
7	88	24	13	0	0	125	37
8	80	25	20	0	0	125	45

Medical/Dental	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	80	28	17	0	0	125	45
2	76	34	15	0	0	125	49
3	74	41	10	0	0	125	51
4	75	44	6	0	0	125	50
5	69	44	12	0	0	125	56
6	79	32	14	0	0	125	46
7	66	42	17	0	0	125	59
8	70	40	15	0	0	125	55



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Library	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	78	35	12	0	0	125	47
2	69	34	22	0	0	125	56
3	60	42	23	0	0	125	65
4	60	46	19	0	0	125	65
5	79	31	15	0	0	125	46
6	76	38	11	0	0	125	49

Student Housing	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	51	44	30	0	0	125	74
2	56	49	20	0	0	125	69
3	55	40	30	0	0	125	70
4	58	48	19	0	0	125	67
5	59	48	18	0	0	125	66
6	58	46	21	0	0	125	67

College Canteen	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	45	48	32	0	0	125	80
2	50	42	33	0	0	125	75
3	51	45	29	0	0	125	74
4	60	37	27	1	0	125	64
5	55	41	29	0	0	125	70
6	57	47	21	0	0	125	68

Recreation and Sports	BEST	BETTER	GOOD	FAIR	POOR	total	better/good
1	76	34	14	1	0	125	48
2	73	39	13	0	0	125	52
3	75	33	16	1	0	125	49
4	75	35	15	0	0	125	50
5	78	31	16	0	0	125	47

Prepared by


EVELYN A. LEYNES
Director for Student Welfare Services

SURVEY QUESTIONNAIRE

Dear Students/Colleagues

Kindly read carefully every statement and please put a check (✓) mark on the column of your choice based on your honest evaluation on the following services offered by the College:

GUIDANCE and COUNSELLING	Best	Better	Good	Fair	Poor
1. Conduct of regular Orientation Program for students' adjustment to College life.					
2. Conduct of individual and group counselling based on students' needs					
3. Follow-up of the progress of the students in academic performance and changes on their behaviour					
4. Use of students' records as basis in serving the needs and interest of the students					
5. Maintenance of confidentiality of the individual record of students					
6. Conduct of Career and Occupational Orientation Program					
7. Use of test results in evaluating and assessing the students' achievements, interests and needs					
SCHOLARSHIPS/FINANCIAL ASSISTANTSHIP					
1. Dissemination of information on possible scholarship slots					
2. Conduct of screening of interested students wishing to avail the scholarship grant					
3. Implementation of functional and continuing Scholarship, Financial Assistance Programs of the College					
4. Implementation of policies and guidelines in the selection and retention of academic scholars					
5. Implementation of policies and guidelines in the selection and retention of grantees as: a. dependent children of faculty and staff b. dependent children of barangay officials c. chairman of the College Student Council					
6. Information dissemination of scholars' responsibilities concerning grade requirements, time frame of grants and policies and regulations on scholarship grant					
7. Monitoring of scholars' performance to maintain their scholarship grants					
8. Processing of scholarship papers to facilitate the release of their benefits					
MEDICAL/DENTAL					
1. Assistance in the screening of prospective Freshman students					
2. Presence of professionally trained health personnel					
3. Availability of equipment and medicines for first aid					
4. Up-to-date information to parents/guardians whenever students have serious health problems					
5. Continuing medical/dental program designed for first aid and prevention and prophylaxis					
6. Handling of simple, uncomplicated and stable					

medical cases				
7. Engagement in preventive-promotive activities Such as physical, medical and dental examinations (lectures, campaign)				
8. Attendance to accidents and emergencies				
LIBRARY				
1. Adequacy and quality of				
a. textbooks				
b. reference books				
c. journals				
d. magazines				
2. Available audio-visual materials relevant to classroom activities				
3. Implementation of library rules and regulations				
4. Adequate service hours for clients				
5. Library environment conducive for study and research work				
6. Attitude of library staffs towards their works and clients				
STUDENT HOUSING				
1. Enforcement of dormitory rules and regulations				
2. Periodic monitoring and evaluation of dormitories and boarding houses				
3. Healthy living conditions in the dormitories				
4. Commitment, competence and dedication of dormitory matrons				
5. Provision of list of accredited boarding houses within the vicinity of the College				
6. Affordable dormitory fee				
COLLEGE CANTEEN				
1. Provision of clean and comfortable place for serving meals				
2. Availability of nutritious and well-balanced meals				
3. Reasonably priced food items				
4. Preparation, serving and handling of foods				
5. Health-certified competent staff in the canteen				
6. Variety of foods for snacks and meals				
RECREATION & SPORTS				
1. Implementation of policies and procedures on selection of athletes				
2. Financial support and/or scholarships available to deserving athletes				
3. Provision of sports facilities, equipment, supplies and materials				
4. Conduct of recreational and sports activities				
5. Participation to sports, social and cultural competitions				

Thank you and God Bless!

Course & Year _____

Date _____