



Republic of the Philippines
CAGAYAN STATE UNIVERSITY
CARIG CAMPUS

Carig Sur, Tuguegarao City, Cagayan, Philippines

COLLEGE OF ENGINEERING AND ARCHITECTURE

College Dean's Supervisory Plan
School Year 2025-2026

Major Functions	Objectives	Expected Outputs
1. Oversees the academic works of the College for efficient conduct and management by: a. looking into the implementation of admission and retention policies during registration period by observing college admission requirements set. b. assigning courses/workloads based on specialization and ensuring that no swapping, changing or switching of schedules occur. c. supervising faculty members and making sure that they meet their classes on time at the assigned classroom. d. monitoring the cleanliness of the classrooms and ensure that they are conducive to teaching-learning process e. conducting orientation programs to disseminate functions/responsibilities of each official/office, university mission, vision, core values and objectives.	To have qualified students in the college To efficiently assign teaching loads To ensure effective and efficient conduct of teaching-learning . To create comfortable teaching learning environment. To promote awareness and acceptability among all members of the academic community	Students are well guided by the Chairs and enrolling faculty with their course requirements. Faculty members are told in advance of their would-be courses before loading. Individual workloads are distributed/received before the start of classes Attendance of faculty members are monitored by an attendance checker. Biometrics are used by all employees. Janitors clean and arrange the rooms after classes end at night and before classes starts in the morning. Student organizations and students also conduct cleaning activities. Faculty members and students are properly informed of university policies, guidelines, vision, mission and objectives.
2. Fosters and maintains quality academic standards in instruction by: a. visiting faculty members in the course of their teaching at least once a month per teacher per area b. conducting target setting. c. recommending faculty members to seminars, workshops, conferences,	To promote quality learning-teaching process To have collaborative determination of targets To upgrade the faculty members with trends, issues and competencies.	Classroom visitation is periodically done. Targets are achieved. Faculty members have continuing professional development.

VISION

CSU is a University with global stature in the arts, culture, agriculture and fisheries, the sciences as well as technological and professional fields.

MISSION

Cagayan State University shall produce globally competent graduates through excellent instruction, innovative and creative research, responsive public service and productive industry and community engagement.

CORE VALUES

Competence
- Critical Thinker
- Creative Problem Solver
- Competitive Performer:
Nationally,
Regionally and Globally.

Social Responsibility

- Sensitive to Ethical Demands
- Steward of the Environment for Future Generations
- Social Justice and Economic Equity Advocate.

Unifying Presence

- Uniting Theory and Practice
- Uniting Strata of Society
- Unifying the Nation, the ASEAN Region and the world
- Uniting the University and the community.



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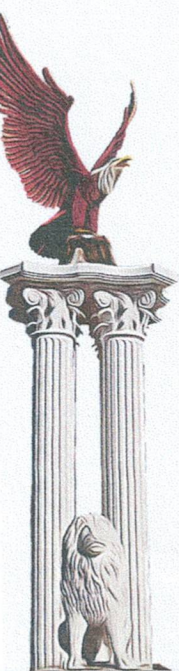
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trainings and scholarship grants. d. looking into students' development and concerns through consultation hours, assigning of class advisers, orientation and consultative meetings and comprehensive review and examinations.	To provide the students with the needed direction, care and advise. To produce competent students.	Students are properly guided and taken care of. Students are provided interventions to pass Engineering and Architecture board examinations.
e. evaluating faculty and student's performance and recognizing their achievements through Recognition programs.	To determine teaching effectiveness of faculty members and academic performance of students.	Faculty members and students have exemplary performance.
3. Leads the conduct of internationalization and putting GAD elements in the curriculum as well as syllabi by: a. Conducting review of Curriculum with stakeholders. b. Preparing for curricula to have them Contents noted by CHED. c. Writing of syllabi for second year and reviewing syllabi of 1st year courses. 4. Supervises and manages the planning, implementation, monitoring and evaluation of all instruction, research, extension and special projects of the college.	To have a responsive curriculum To update syllabi. To ensure quality and functional research programs and projects.	Curricula are compliant to CMOs. Syllabi are geared towards competencies set forth by the new curriculum. Research and Extension Projects/Programs are prepared, presented and approved for implementation.
B. Research: Evaluates /endorses Faculty Researches Holds Seminars and workshops along research writing. Sends faculty members to research presentations as well as approving research publications.	To develop strong research culture among faculty members. To promote linkages with other agencies in both local and international settings. To have more presentations, publications and citations.	Coordinators submit annual accomplishment reports in extension and research. Faculty-researchers become more equipped. Faculty-researchers have more credentials.
C. Extension		





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Carries out extension programs/projects/activities Renews/updates MOA Establishes new linkages Forges New MOAs	To ensure quality and functional extension programs and projects. To develop strong extension culture among faculty members. To promote linkages with other agencies in both local and international settings	Faculty-extensionists become more participative. Faculty-researchers become more equipped.
5. Supervises and assures accountability over equipment, facilities, records of the college.	To have accountability for government properties.	Departments/faculty members are also assigned to be accountable of equipment, facilities and records in their respective area.
6. Ensures adherence to standard criteria set by accrediting agencies/bodies. Complies to requirements for fourth survey visit Phase 1 COPC application of BSCE Program.	To comply to standards of accrediting agencies/bodies To upgrade level of the programs in accreditation	Certification of BSCE for Fourth Survey Phase 1.
7. PRODUCTION Encourages faculty members to prepare instructional materials.	To comply with the suggestions of the accreditors in the past accreditation visit.	The IMs are to be submitted to the college, campus, and university evaluation committee.

Prepared by:

Engr. JOHN MICHAEL B. CASIBANG, MST, MSCE
University Dean, College of Engineering and Architecture

Approved by:

Engr. ROGER P. RUMPON, MSc.
Campus Executive Officer



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