



"For Nation's Greater Heights"

SSCT

**PROGRAM
PERFORMANCE
PROFILE**

**BACHELOR OF
SCIENCE IN ELECTRICAL
ENGINEERING
LEVEL II**

**AREA III
CURRICULUM AND INSTRUCTION**

AREA III – CURRICULUM AND INSTRUCTION

PARAMETER A – CURRICULUM AND PROGRAM OF STUDIES

1. SYSTEM - INPUTS AND PROCESSES

The Program under Survey is **Bachelor of Science in Electrical Engineering (BSEE)**

A.1 Description of the Program

Electrical Engineering is a profession that involves the conceptualization, development, design and application of safe, healthy, ethical, economical and sustainable generation, transmission, distribution and utilization of electrical energy for the benefit of society and the environment through the knowledge of mathematics, physical sciences, information technology and other allied sciences, gained by study, research and practice.

Electrical Engineering is one of the broader fields of the engineering disciplines both in terms of the range of problems that fall within its purview and in the range of knowledge required to solve these problems.

A.2 Objectives of the Program

Program Goals:

The Electrical Engineering program aims to design and apply the generation, transmission, and distribution of electrical energy to produce competent engineers that exhibit positive work ethics and flexibility in work conditions for the development of Caraga.

Specific Profession/Careers/Occupations for BSEE Graduates:

- a. Consultation, investigation, valuation and management of services requiring electrical engineering knowledge;
- b. Design and preparation of plans, specifications and estimates for electric power systems, power plants, power distribution systems including power transformers, transmission lines and network protection, switchgear, building wiring, electrical machines, equipment and others;
- c. Supervision of erection, installation, testing and commissioning of power plants, substations, transmission lines, industrial plants and others;
- d. Supervision of operation and maintenance of electrical equipment in power plants, industrial plants, watercrafts, electric locomotives and others;
- e. Supervision in the manufacture and repair of electrical equipment including switchboards, transformers, generators, motors, apparatus and others;
- f. Teaching of electrical engineering professional courses; and
- g. Taking charge of the sale and distribution of electrical equipment and systems requiring engineering calculations or application of engineering data.

Graduate Outcomes:

EE Graduates are expected to:

- a. Apply knowledge of mathematics and sciences to solve complex engineering problems.
- b. Develop and conduct appropriate experimentation, analyze and interpret data.
- c. Design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability, in accordance with standards.
- d. Function effectively on multi-disciplinary and multi-cultural teams that establish goals, plan tasks, and meet deadlines
- e. Identify, formulate and solve complex problems in electrical engineering
- f. Recognize ethical and professional responsibilities in engineering practice
- g. Communicate effectively with a range of audiences
- h. Understand the impact of engineering solutions in a global, economic, environmental, and societal context
- i. Recognize the need for additional knowledge and engage in lifelong learning
- j. Articulate and discuss the latest developments in the field of electrical engineering
- k. Apply techniques, skills, and modern engineering tools necessary for electrical engineering practice
- l. Demonstrate knowledge and understanding of engineering and management principles as a member and/or leader in a team to manage projects in multidisciplinary environments

A.3 The Curriculum of the Program (showing the subject distribution by school term and year level)

The BSEE curriculum of Surigao State College of Technology is anchored on the CMO No. 88 s. 2017

First Year					
First Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
MATH 111	Calculus 1	5	0	5	None
ES 133	Computer-aided Drafting	0	2	2	None
GE Math	Mathematics in the Modern World	5	0	5	None
GE USelf	Understanding the Self	3	0	3	None
CHEM 121	Chemistry for Engineers	3	1	4	None
IC 102	Introduction to Electrical Engineering	3	0	3	None
PE 1	Physical Fitness & Health	2	0	2	None
NSTP 1	National Service Training Program1	3	0	3	None
Sub- Total		24	3	27	

Second Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
Math 112	Calculus 2	5	0	5	Math 111
Phys 122	Physics for Engineers	3	1	4	Math 111; Co-requisite Math 112
GE Entrep	The Entrepreneurial Mind	3	0	3	None
GE IT	Living in the IT Era	3	0	3	None
CPE 143	Computer Programming	0	1	1	None
GE Rizal	Life and Works of Rizal	3	0	3	None
GE PurCom	Purposive Communication	3	0	3	None
PE 2	Rhythmic Activities	2	0	2	None
NSTP 2	National Service Training Program 2	3	0	3	NSTP 1
Sub- Total		25	2	27	

Second Year					
First Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
Math 113	Differential Equations	3	0	3	Math 112
EE 201	Electrical Circuits 1	3	1	4	Phys 122, Math 112
ES 255	Engineering Mechanics	3	0	3	Phys 122
Math 114	Engineering Data Analytics	3	0	3	Math 111
ES 302	Fluid Mechanics	2	0	2	Phys 122
GE ArtApp	Art Appreciation	3	0	3	None
GE EnviSci	Environmental Science	3	0	3	None
PE 3	Individual & Dual Sports	2	0	2	None
Sub- Total		22	1	23	

Second Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
Math 161	Engineering Mathematics for EE	3	0	3	Math 113
EE 202	Electrical Circuits 2	3	1	4	EE 201
ECE 201	Electronic Circuits: Devices and Analysis	3	1	4	EE 201
ES 262	Basic Thermodynamics	2	0	2	Phys 122
ES 137	Engineering Economics	3	0	3	Math 114
ECE 252	Electromagnetics	4	0	4	Phys 122, Math 113
GE Eth	Ethics	3	0	3	None
PE 4	Team Sports	2	0	2	None
Sub- Total		23	2	25	

Third Year					
First Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
EE 301	Numerical Methods and Analysis	2	1	3	Math 161
ECE 371	Logic Circuits and Switching Theory	3	1	4	ECE 201
ES 246	Environmental Science and Engineering	3	0	3	None
GE STS	Science, Technology and Society	3	0	3	None
EE 311	Industrial Electronics	3	1	4	ECE 201
EE 312	Fundamentals of Electronic Communications	3	0	3	ECE 201
EE 302	Electrical Machines 1	2	0	2	ECE 252, EE 202
ES 261	Fundamentals of Deformable Bodies	2	0	2	ES 255
Sub- Total		21	3	24	

Second Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
CpE 371	Microprocessor Systems	3	1	4	
EE 304	Electrical Apparatus and Devices	2	1	3	
EE 303	Electrical Machines 2	3	1	4	
ES 301	Basic Occupational Safety and Health	3	0	3	
ES 138	Technopreneurship	3	0	3	
EE 305	EE law, Codes, and Professional Ethics	2	0	2	
ECE 357	Feedback and Control Systems	3	0	3	
GE ConWorld	Contemporary World	3	0	3	
Sub- Total		22	3	25	


Summer					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
Practicum	On-the-Job Training	3	240	2	4th Year Standing
Sub- Total		3	240	2	

Fourth Year					
First Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
ES 142	Materials Science and Engineering	3	0	3	CHEM 121, ES 261
EE 401	Electrical Standards and Practices	0	1	1	EE 305
EE 402	Electrical Systems and Illumination Engineering Design	3	2	5	EE 303
EE 481	Power System-Generation and Transmission	3	0	3	4 th year standing
EE 164	Management of Engineering Projects	2	0	2	ES 137
ES 140	Research Methods	0	1	1	Math 114, GE PurCom
EE 403	Instrumentation and Control	2	1	3	ECE 357
IC 105	EE Review 1	2	0	2	4 th year standing
Sub- Total		15	5	20	


Second Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
EE 431	Power Systems Analysis	3	1	4	EE 401
EE 432	Fundamentals of Power Plant Engineering Design	0	1	1	Co-requisite: EE 431
EE 433	Distribution Systems and Substation Design	2	1	3	Co-requisite: EE 431
EE 482	Power Systems – Distribution System and Supply	3	0	3	EE 481
EE 422	Research Project or Capstone Design Project for EE	0	1	1	ES 142
ES 484	Seminars/Colloquia & Field Trips	0	1	1	4 th year standing
IC 106	EE Review 2	2	0	2	4 th year standing
GE Hist	Readings in Philippine History	3	0	3	None
	Sub- Total	13	5	18	
	Grand Total	168	264	188	

The BSEE curriculum in Surigao State College of Technology is anchored on the CMO No. 88 s. 2017.

- The CHED Memorandum Order of the Program



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION



CHED MEMORANDUM ORDER
No. 88
Series of 2017

SUBJECT: POLICIES, STANDARDS AND GUIDELINES FOR THE BACHELOR OF SCIENCE IN ELECTRICAL ENGINEERING (BSEE) PROGRAM EFFECTIVE ACADEMIC YEAR (AY) 2018-2019

In accordance with the pertinent provisions of Republic Act (RA) No. 7722, otherwise known as the "Higher Education Act of 1994," in pursuance of an outcomes-based quality assurance system as advocated under CMO 46 s. 2012 (Policy-Standard to Enhance Quality Assurance (QA) in Philippine Higher Education through an Outcomes-Based and Typology-Based Quality Assurance) and as addendum to CMO 37, s. 2012 (Establishment of an Outcomes-Based Educational System in Higher Education Institutions offering Engineering Programs), and by virtue of Commission en banc Resolution No. 788-2017 dated October 24, 2017 the following Policies, Standards and Guidelines (PSG) are hereby adopted and promulgated by the Commission.

2. IMPLEMENTATION

- Comparison of the curriculum with CHED/PRC standards or minimum requirements in terms of units

As can be seen in the Table, the BSEE curriculum in Surigao State College of Technology had met and exceeded the minimum requirements set by the Commission on Higher Education.

I. Technical Courses		
A. Mathematics		16
B. Natural / Physical Sciences		8
C. Basic Engineering Sciences		11
D. Allied Courses		39
E. Professional Courses		54
F. Electives		6
	Sub-Total	132
II. Non-Technical Courses		
A. GE Core Courses		24
B. Electives		9
C. Mandated Courses		3
D. Physical Education		8
E. NSTP		6
	Sub-Total	50
III. Institutional Courses		
A. Introduction to Electrical Engineering		2
B. EE Review 1		2
C. EE Review 2		2
	Sub-Total	6
	Grand Total	188

COURSES	Number of Units	
	CHED Min. Requirement	SUC Curriculum
I. TECHNICAL COURSES	(118)	(132)
A. Mathematics	12	16
B. Natural/Physical Sciences	8	8
C. Basic Engineering Sciences	10	11
D. Allied Courses	31	39
E. Professional Courses	51	52
F. Electives	6	8
II. NON-TECHNICAL COURSES	(58)	(50)
A. GE Core Courses	24	24
B. Electives	9	9
C. Mandated Courses	3	3
D. Physical Education	8	8
E. NSTP	6	6
III. INSTITUTIONAL COURSES		(6)
A. Introduction to Electrical Engineering		2
B. EE Review 1		2
C. EE Review 2		2
GRAND TOTAL	168	188

- *Description on the congruence of the curricular program with the vision and mission of the institution and the goals of the Academic Unit.*

The curricular program is designed in accordance with the vision and mission of the institution and the goals and objectives of the program that prepares student to be an Electrical Engineer a professional that applies knowledge of mathematics, calculus-based physics, chemistry, materials and environmental sciences with emphasis on the development of analytical and creative abilities consistent with the BSEE Program Educational Objectives; innovative and knowledgeable in the latest trends in electrical engineering and demonstrate in their jobs as professional the technical expertise and practical skills; flexible in working with multidisciplinary teams, responsible for providing solutions in electrical engineering showing attributes of professionalism and critical thinking; and engage in lifelong learning and are taking leadership roles in electrical engineering organization that are valuable to the advancement of the society.

- *Description of how the curriculum was designed, developed, monitored, reviewed and approved by authorities concerned, including the participation of the academic community and the stakeholders.*

The curriculum was designed and developed based on CMO No.88 series 2017; the curriculum was reviewed with the presence of the academic and field practitioner, stakeholders, alumni and community. After deliberation, it was brought to the Academic Council for inclusion for further deliberation and was later forwarded for the approval of the Board of Trustees.

- *Description of the system/s used in evaluating and improving the quality of the program including:*

- *The role of stakeholders*

The stakeholders are included in the formulation of the program because they know and they can make suggestions as to industry needs so that it can be included in the curriculum.

- *The integration of recent trends and developments*

The integration of the recent trends and developments should be incorporated in the program to produce graduates that will be employed in line with what the company needs. EE graduates from SSCT are equipped for the demand in the field because they are trained by Expert Faculty who have industry experience and in demand in the field.

- *The updating of course syllabi*

The updating of the course syllabi is done through collaborations of stakeholders, community and industry to incorporate recent trends and developments in the field of electrical engineering to the instruction. Yearly/Bi

annually the syllabi are updated or when there are new developments in the field to make the syllabi always updated and relevant to the present times.

➤ *Description of the system used to accommodate students with special needs.*

The college provides programs and activities designed to provide equal opportunities to persons with disabilities (PWDs), Indigenous People, single parents, etc. (Academic accommodation for learners with special needs).

The HEI shall ensure that academic accommodation is made available to persons with disabilities and learners with special needs.

There shall be provisions in the program for life skills training e.g. conflict management and counseling or testing referrals shall be done whenever necessary.

There shall be a regular submission of the list of students with disabilities detailing the intervention programs to the CHEDROs in order to build up the database of HEIs accommodating PWDs.

3. OUTCOMES

- The curriculum is responsive and relevant to the demands of the times.
 - ❖ New Prospectus of the BSEE Program (CMO No. 88 s. 2017, Effective A.Y. 2020-2021).

First Year					
First Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
MATH 111	Calculus 1	5	0	5	None
ES 133	Computer-aided Drafting	0	2	2	None
GE Math	Mathematics in the Modern World	5	0	5	None
GE USelf	Understanding the Self	3	0	3	None
CHEM 121	Chemistry for Engineers	3	1	4	None
IC 102	Introduction to Electrical Engineering	3	0	3	None
PE 1	Physical Fitness & Health	2	0	2	None
NSTP 1	National Service Training Program1	3	0	3	None
Sub- Total		24	3	27	

Second Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
Math 112	Calculus 2	5	0	5	Math 111
Phys 122	Physics for Engineers	3	1	4	Math 111; Co-requisite Math 112
GE Entrep	The Entrepreneurial Mind	3	0	3	None
GE IT	Living in the IT Era	3	0	3	None
CPE 143	Computer Programming	0	1	1	None
GE Rizal	Life and Works of Rizal	3	0	3	None
GE PurCom	Purposive Communication	3	0	3	None
PE 2	Rhythmic Activities	2	0	2	None
NSTP 2	National Service Training Program 2	3	0	3	NSTP 1
Sub- Total		25	2	27	

Second Year					
First Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
Math 113	Differential Equations	3	0	3	Math 112
EE 201	Electrical Circuits 1	3	1	4	Phys 122, Math 112
ES 255	Engineering Mechanics	3	0	3	Phys 122
Math 114	Engineering Data Analytics	3	0	3	Math 111
ES 302	Fluid Mechanics	2	0	2	Phys 122
GE ArtApp	Art Appreciation	3	0	3	None
GE EnviSci	Environmental Science	3	0	3	None
PE 3	Individual & Dual Sports	2	0	2	None
Sub- Total		22	1	23	

Second Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
Math 161	Engineering Mathematics for EE	3	0	3	Math 113
EE 202	Electrical Circuits 2	3	1	4	EE 201
ECE 201	Electronic Circuits: Devices and Analysis	3	1	4	EE 201
ES 262	Basic Thermodynamics	2	0	2	Phys 122
ES 137	Engineering Economics	3	0	3	Math 114
ECE 252	Electromagnetics	4	0	4	Phys 122, Math 113
GE Eth	Ethics	3	0	3	None
PE 4	Team Sports	2	0	2	None
Sub- Total		23	2	25	

Third Year					
First Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
EE 301	Numerical Methods and Analysis	2	1	3	Math 161
ECE 371	Logic Circuits and Switching Theory	3	1	4	ECE 201
ES 246	Environmental Science and Engineering	3	0	3	None
GE STS	Science, Technology and Society	3	0	3	None
EE 311	Industrial Electronics	3	1	4	ECE 201
EE 312	Fundamentals of Electronic Communications	3	0	3	ECE 201
EE 302	Electrical Machines 1	2	0	2	ECE 252, EE 202
ES 261	Fundamentals of Deformable Bodies	2	0	2	ES 255
Sub- Total		21	3	24	

Second Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
CpE 371	Microprocessor Systems	3	1	4	
EE 304	Electrical Apparatus and Devices	2	1	3	
EE 303	Electrical Machines 2	3	1	4	
ES 301	Basic Occupational Safety and Health	3	0	3	
ES 138	Technopreneurship	3	0	3	
EE 305	EE law, Codes, and Professional Ethics	2	0	2	
ECE 357	Feedback and Control Systems	3	0	3	
GE ConWorld	Contemporary World	3	0	3	
Sub- Total		22	3	25	

Summer					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
Practicum	On-the-Job Training	3	240	2	4th Year Standing
Sub- Total		3	240	2	

Fourth Year					
First Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
ES 142	Materials Science and Engineering	3	0	3	CHEM 121, ES 261
EE 401	Electrical Standards and Practices	0	1	1	EE 305
EE 402	Electrical Systems and Illumination Engineering Design	3	2	5	EE 303
EE 481	Power System-Generation and Transmission	3	0	3	4 th year standing
EE 164	Management of Engineering Projects	2	0	2	ES 137
ES 140	Research Methods	0	1	1	Math 114, GE PurCom
EE 403	Instrumentation and Control	2	1	3	ECE 357
IC 105	EE Review 1	2	0	2	4 th year standing
Sub- Total		15	5	20	

Second Semester					
Course Code	Descriptive Title	Lec	Lab	Units	Pre-requisite
EE 431	Power Systems Analysis	3	1	4	EE 401
EE 432	Fundamentals of Power Plant Engineering Design	0	1	1	Co-requisite: EE 431
EE 433	Distribution Systems and Substation Design	2	1	3	Co-requisite: EE 431
EE 482	Power Systems – Distribution System and Supply	3	0	3	EE 481
EE 422	Research Project or Capstone Design Project for EE	0	1	1	ES 142
ES 484	Seminars/Colloquia & Field Trips	0	1	1	4 th year standing
IC 106	EE Review 2	2	0	2	4 th year standing
GE Hist	Readings in Philippine History	3	0	3	None
Sub- Total		13	5	18	
Grand Total		168	264	191	

➤ *Evidence in Licensure Examination*

SSCT's passing EE board passing rate in the past 3 years has been stable to a good standing with a trend of above national passing with respect to first taker percentage. The SSCT Administration and Faculty has been collaborating to really do their best to equipped and prepare students for a National Examination.

SSCT BSEE Board Exam Performance (2019-Present)

Date Taken		First Takers				
Month	Year	PASSED	FAILED	COND	TOTAL	%PASSED
April	2022	16	4	0	20	80%
September	2021	2	0	0	2	100.00%
September	2019	0	0	0	0	0%
April	2019	8	0	0	8	100%

APRIL 2019 R. E. E. LICENSURE EXAMINATION

PERFORMANCE OF SCHOOLS IN ALPHABETICAL ORDER

SEQ. NO.	SCHOOL	FIRST TIMERS					REPEATERS					OVERALL PERFORMANCE				
		PASSED	FAILED	COND	TOTAL	% PASSED	PASSED	FAILED	COND	TOTAL	% PASSED	PASSED	FAILED	COND	TOTAL	% PASSED
136	SURIGAO STATE COLLEGE OF TECHNOLOGY	8	0	0	8	100.00%	0	1	0	1	0.00%	8	1	0	9	88.89%

AUGUST 2019 R. E. E. LICENSURE EXAMINATION

PERFORMANCE OF SCHOOLS IN ALPHABETICAL ORDER

SEQ. NO.	SCHOOL	FIRST TIMERS					REPEATERS					OVERALL PERFORMANCE				
		PASSED	FAILED	COND	TOTAL	% PASSED	PASSED	FAILED	COND	TOTAL	% PASSED	PASSED	FAILED	COND	TOTAL	% PASSED
138	SURIGAO STATE COLLEGE OF TECHNOLOGY	0	0	0	0	0.00%	0	1	0	1	0.00%	0	1	0	1	0.00%

SEPTEMBER 2021 R. E. E. LICENSURE EXAMINATION

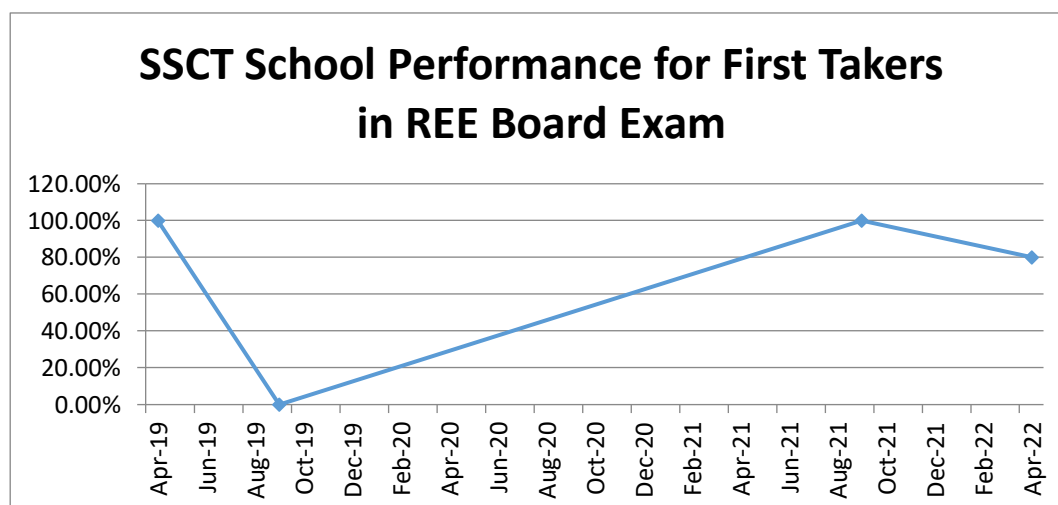
PERFORMANCE OF SCHOOLS IN ALPHABETICAL ORDER

SEQ. NO.	SCHOOL	FIRST TIMERS					REPEATERS					OVERALL PERFORMANCE				
		PASSED	FAILED	COND	TOTAL	% PASSED	PASSED	FAILED	COND	TOTAL	% PASSED	PASSED	FAILED	COND	TOTAL	% PASSED
126	SURIGAO STATE COLLEGE OF TECHNOLOGY-MAIN CAMPUS	2	0	0	2	100.00%	0	0	0	0	0.00%	2	0	0	2	100.00%

**APRIL 2022 R. E. E. LICENSURE EXAMINATION
PERFORMANCE OF SCHOOLS IN ALPHABETICAL ORDER**

SEQ. NO.	SCHOOL	FIRST TIMERS					REPEATERS					OVERALL PERFORMANCE				
		PASSED	FAILED	COND	TOTAL	% PASSED	PASSED	FAILED	COND	TOTAL	% PASSED	PASSED	FAILED	COND	TOTAL	% PASSED
147	SURIGAO STATE COLLEGE OF TECHNOLOGY-MAIN CAMPUS	16	4	0	20	80.00%	1	0	0	1	100.00%	17	4	0	21	80.95%

Source of information is from <https://www.prc.gov.ph/>



4. BEST PRACTICES

The curriculum was formulated in compliance with CHED Memorandum No. 88, series of 2017. This curriculum was approved by the SSCT Board of Trustees and was initially implemented on the first semester of AY 2020 of June.

The curricular program is designed in accordance with the vision and mission of the institution and the goals and objectives of the program that is congruent to the syllabus that applies engineering principles and methodologies in the analysis, design, implementation and management of hardware, software and the integration of both as reflected to the syllabus and the instructional materials.

The SSCT EE Department can showcase its achievements and best practices in many ways according to the relevance of the program in the community through the ff:

1. The BSEE program has been attractive to the students because of the good passing percentage in the board exam annually above national passing percentage producing engineers per year.
2. Employability of EE graduates is quite notable since they are in demand in the construction industry both local and abroad.
3. The faculty and students both collaborated to make use of their knowledge and expertise to serve its community and the society as a whole. Through research and extension, consultancy work, industry immersion, industry-

school linkages and offering skills training the EE program has been successful in delivering its special role in the community it serves.

4. Faculty and students received community awards and commendation for delivering technical services to the community and from competing research outputs in annual research for a in the school.
5. The curricular program is successful in training and molding its graduates to compete in the national area by producing competent and reliable and holistic individuals by having in demand graduates for work. SSCT engineers bridged the gap/need of engineers in the province and neighboring cities.



SURIGAO STATE COLLEGE OF TECHNOLOGY
Surigao City



INSTITUTE OF INTEGRATED ELECTRICAL ENGINEERING STUDENTS - SSCT CHAPTER

CONGRATULATIONS! TO OUR NEW REGISTERED ELECTRICAL ENGINEERS
WHO SUCCESSFULLY PASSED THE RECENT BOARD EXAM GIVEN LAST APRIL 15-16, 2019
BY PROFESSIONAL REGULATION COMMISSION (PRC).

			
ENGR. JAKE RICKFRED C. AJOC	ENGR. ROSMEMAR B. ALLERA	ENGR. KIM RYAN E. ANINO	ENGR. JILBERT F. CADENAS
			
ENGR. JEROME A. DANIEL	ENGR. CLARENCE JAKE E. LINCE	ENGR. LLOYD CHRISTIAN JAN P. JUANITE	ENGR. MARK MARVIN P. PAGLINAWAN

SCHOOL PASSING RATE: 100%
NATIONAL PASSING RATE: 62.79%

Greetings From: IIEES-SSCT CHAPTER



SURIGAO STATE COLLEGE OF TECHNOLOGY
COLLEGE OF ENGINEERING & INFORMATION TECHNOLOGY

For Nation's Greater Heights



Congratulations!
NEW ELECTRICAL ENGINEERS

						
ENGR. JHAPET B. ARSENIA	ENGR. DARRRIEL C. BENEDICTO	ENGR. INEZ EREL B. BONILLA	ENGR. ROEL D. CANIBEL	ENGR. DARWIN L. CARIAGA		
						
ENGR. NIKKO LLOYD F. DE GUZMAN	ENGR. ALNIELEN NINA D. ECOBEN	ENGR. EDGAR DARRREN E. ELAN	ENGR. EMMAN CARL E. ELANO	ENGR. CHRISTIAN NIEL L. GALLADO	ENGR. MARY ANN S. LABARATE	ENGR. KINNETH JAMES J. LIRA
						
ENGR. JUNRY MAR B. OCAMPO	ENGR. SANJE R. RAVELO	ENGR. MIKE S. RADOLOL	ENGR. RAUL S. SANCHEZ JR.	ENGR. CHARMEIL JAN TRAJANO		

80.95% PASSING MARK IN APRIL 2022 EE BOARD EXAM
Greetings From:  SSCT Administration, Faculty, Staff and Students

PARAMETER B - INSTRUCTIONAL PROCESSES, METHODOLOGIES and LEARNING ENHANCEMENT OPPORTUNITIES

1. SYSTEM-INPUTS AND PROCESSES

- *Institutional policies regarding the preparation of course syllabi and other policies on instructional processes, methodologies and learning opportunities.*

Instruction focuses on the process of facilitating the acquisition of knowledge and skills to develop the analytical and creative faculties of learners. It also includes other specific tasks, such as student consultation, academic advising, and all other initiatives that facilitate the process of learning.

Every faculty member is expected to identify learner's needs, prepare and follow a course syllabus based on required standards, facilitate the learning process through active engagement in classroom tasks and activities, develop students' analytical and creative thinking skills through purposive activities with focus on higher order thinking skills, design alternative and innovative models of teaching for all types of students, make oneself available for consultation, academic advising and other relevant functions that help improve the students' well-being, manifest a strong commitment to development of highly competent and qualified graduates by constantly improving one's craft, and vary teaching methodologies and techniques in the pursuit of effective teaching and learning process.

The syllabus used by the faculty in delivering the lesson was based on the OBE format as required by the Commission on Higher Education. Course outcomes were defined as well as the Intended Learning Outcome, Assessment Task, and Teaching Strategies

The syllabi of the BSEE program were anchored on the vision, mission, and goals of the college. All these thrusts were focused on the development of the local, regional, as well as national goals of the college.

SSCT Vision:

An innovative and technologically-advanced State College in Caraga.

SSCT Mission:

To provide relevant, high quality and sustainable instruction, research, production and extension programs and services within a culture of credible and responsive institutional governance.

Goals:

1. Foster application of the discipline and provide its learner with industry-based training and education particularly in engineering, technology and fisheries.
2. Conduct and utilize studies for the development of new products, systems and services relevant to Philippine life and of the global village.
3. Promote transfer of technology and spread useful technical skills, thus empowering its learners and their activities.

2. IMPLEMENTATION

➤ Major Learning Opportunities

- *Description of procedures adopted in the production of instructional materials.*

The College Administration encouraged Instructors and Professors to prepare and produce instructional materials for two important reasons: 1.) To fulfill one of his/her functions in production; 2.) To facilitate learning in the classroom by becoming more meaningful and lasting. However, if these materials had been designed and utilized already, he/she is encouraged to make necessary enrichment to include recent updates.

SSCT adopts the following process and procedures in evaluating faculty-developed instructional materials

1. The designing of the materials is based on the felt needs of the course and the students. When references and books for the course are not readily available in the library for students' use, the instructor/professors may organize his/her set of materials based on the syllabus for the course.
2. The faculty decides on the kind or type of materials appropriate for his/her class or course. For math and languages, workbooks and worksheets maybe developed; for sciences, laboratory manuals and e-books and for professional ITE subjects, handbooks or manuals maybe appropriate.
3. After the contents of the materials have been drafted, the faculty ideally shares his/her material with the colleagues in the department who is known expert in the target course/subject for suggestion to improve the work. Then, revisions follow.
4. The developed material will then be tried out to the students.
5. The faculty must submit his/her material to the College's Instructional Materials Development Committee which will review and give suggestions for the improvement/refinement of the material. The committee to review the materials of the faculty is chosen and given an Office Order from the College President.
6. To resolve the issue and doubts of the originality of the work, a hard and soft copy of the material will be subjected to an Anti-Plagiarism Test using software.
7. When suggestions are taken and considered in the preparation of the final draft, the material will be made ready for reproduction and utilization in class.
8. A Certificate of Utilization will be issued by the Instructional Materials Development Committee to the faculty concerned.

- *Teacher-made instructional materials*

Instructors/Professors made instructional materials and brief description of the procedures followed in the production of instructional materials.


Instructional Material	Title	Date Approved	Subject Where Used
A. Syllabi	Syllabi were submitted to the Dean, properly approved by the VPAA. Compilation is available in the accreditation area.	August	All courses
B. Workbooks	none		
C. Manuals	Available in the accreditation area.	August	All courses
D. Modules	Only samples presented to the students for the understanding of the subject matter.	August	All courses
E. Electronics Materials	Available on the accreditation area.	August	All courses
F. Others	Audio Visual Materials Cut-up Stories/Reports Presentation Internet Term Papers Compiled Reports Pictures Charts/ Illustrations	August	All courses

- Teaching strategies used to facilitate/enrich learning

Teaching Strategy Used	Subject Where Strategy is Used
1. Projects	All Courses
2. Film Showing	Social Science
3. Group Dynamics	All Courses
4. Case Study	All Courses
5. Workshops	All Courses
6. Simulations	All Courses
7. Brainstorming	All Courses
8. Buzz Sessions	All Courses
9. Informative Creative Groups	Social Sciences/ Natural/ Physical Sciences
10. Multi-media	Selected EE Courses, Social Sciences, Natural/ Physical Sciences
11. Experiments	Technical Courses
12. Problem Solving	EE Sciences, Natural/ Physical Sciences and Technical Courses
13. Reporting	All Subjects
14. Hands-on Demonstration	EE Courses with Laboratory

3. OUTCOMES

✓ Sample of updated and approved syllabi



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COLLEGE OF ENGINEERING AND INFORMATION TECHNOLOGY
City Campus
First Semester, Academic Year 2021-2022

Outcomes Based-Education (OBE) Syllabus in EE 121- Elective 3
Energy Supply and Demand Analysis
Course Credit: 3.0 units (54 hrs)

Institutional Vision, Mission, and Goals


Vision:
An innovative and technologically-advanced State College in Caraga.

Mission:
To provide relevant,
a. high quality and sustainable instruction,
b. research, production and extension programs and
c. services within a culture of credible and responsive institutional governance.

Goals:
1. Foster application of the discipline and provide its learner with industry-based training and education particularly in engineering, technology and fisheries.
2. Conduct and utilize studies for the development of new products, systems and services relevant to Philippine life and of the global village.
3. Promote transfer of technology and spread useful technical skills, thus empowering its learners and their activities.

SSCT Core Values Service-Oriented Socially Responsive Committed Transformational

SSCT Quality Policy Surigao State College of Technology provides quality instruction, research, extension programs and production services to satisfy its customers by responding to their needs and expectations and continually improving its quality management system.



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Institutional Graduate Attributes (IGA) :

- Visionary Leader
- Effective Communicator
- Competent Technologist
- Self-Directed Lifelong Learner


Program Goals The Electrical Engineering program aims to design and apply the generation, transmission, and distribution of electrical energy to produce competent engineers that exhibit positive work ethics and flexibility in work conditions for the development of Caraga.

Program Educational Objectives (PEO) and Relationship to Institutional Mission

Program Educational Objectives (PEO)	Mission		
	a	b	c
EE-PEO1. Demonstrate professionalism in electrical engineering and apply professional ethics thru communication and collaboration.	/	/	/
EE-PEO2. Use appropriate techniques, resources, and modern tools necessary for analysis, design, and modeling of complex electrical systems	/	/	/
EE-PEO3. Plan, lead, and implement designated tasks, interact with other engineering professionals, and take leadership roles in electrical engineering organization.	/	/	/
EE-PEO4. Engage in lifelong learning able to discover new opportunities for continuing personal and professional development in electrical engineering	/	/	/

Program Outcomes (PO) and Relationship to Program Educational Objectives (PEO)

Program Outcomes (PO)	Program Educational Objectives (PEO)			
	1	2	3	4
EE-POa. Apply knowledge of mathematics and sciences to solve complex engineering problems				
EE-POb. Develop and conduct appropriate experimentation, analyze and interpret data				
EE-POc. Design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical,	/	/	/	/



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health and safety, manufacturability, and sustainability, in accordance with standards					
EE-POd. Function effectively on multi-disciplinary and multi-cultural teams that establish goals, plan tasks, and meet deadlines					
EE-POe. Identify, formulate, and solve complex problems in electrical engineering					
EE-POf. Recognize ethical and professional responsibilities in engineering practice	/	/	/	/	/
EE-POg. Communicate effectively with a range of audiences	/	/	/	/	/
EE-POh. Understand the impact of engineering solutions in a global, economic, environmental, and societal context					
EE-POi. Recognize the need for additional knowledge and engage in lifelong learning	/	/	/	/	/
EE-POj. Articulate and discuss the latest developments in the field of electrical engineering					
EE-POk. Apply techniques, skills, and modern engineering tools necessary for electrical engineering practice					
EE-POl. Demonstrate knowledge and understanding of engineering and management principles as a member and/or leader in a team to manage projects in multidisciplinary environments					


Course Description The course covers nodal and mesh analysis; application of network theorems in circuit analysis; analysis of circuits with controlled sources and ideal op-amps; fundamentals of capacitors and inductors; analysis of dc-driven RL, RC, and RLC circuits; sinusoidal steady-state analysis of general RLC circuits.


DACUM Main Duties (DMD) EE-DMD1. Diagnose electrical problems using the electrical diagrams or blue print (as built electrical plans)
EE-DMD2. Install, repair, and maintenance electrical power systems(building wiring, controls, electrical machines and transformers)
EE-DMD3. Facilities Manager
EE-DMD4. Power Plant Manager
EE-DMD5. Electrical Researchers, Professor and Faculty


Course Outcomes (CO) and Relationship to Program Outcomes (PO)


Program Outcome (PO) / Level	Course Outcomes (CO)	Assessment Task (CO-AT)	DACUM Links					
			1	2	3	4	5	


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EE-POc. Design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability, in accordance with standards. <i>Enabling</i> EE-POf. Recognize ethical and professional responsibilities in engineering practice <i>Demonstrate</i> EE-POg. Communicate effectively with a range of audiences <i>Enabling</i> EE-POi. Recognize the need for additional knowledge and	EE 401 – CO1 The students can memorize the different electrical standards for electrical design, installation and maintenance based on the Philippine Electrical Code (PEC) (<i>EE-POi.</i>) EE 401 – CO2 The students can discuss and explain the importance of electrical standards in electrical design, installation and maintenance (<i>EE-POf</i>) EE 401 – CO3 The students can apply of electrical standards in electrical design, installation, and maintenance (<i>EE-POc.</i>)	CO – AT1: Students conduct oral report thru online in electrical practices and standards Criteria – Topic content, presentation Total Points: 100 points CO – AT2: Students create project design/electrical, with electrical standards and present it in class Criteria – creativity, functionality, delivery CO – AT3: Students memorize electrical practices and standards and conduct written exam Criteria – 70% correct answers and solutions Total Points: 100 points	<table border="1"> <tr> <td>/</td> <td>/</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	/	/								
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engage in lifelong learning <i>Enabling</i>			
Course Outcomes (CO) and Relationship to Intended Learning Outcomes (ILO)			
Course Outcomes (CO) EE 401 – CO1 The students can memorize the different electrical standards for electrical design, installation and maintenance based on the Philippine Electrical Code (PEC) (<i>EE-POi.</i>) EE 401 – CO2 The students can discuss and explain the importance of electrical standards in electrical design, installation and maintenance (<i>EE-POf</i>) EE 401 – CO3 The students can apply of electrical standards in electrical design, installation, and maintenance (<i>EE-POc.</i>)		Intended Learning Outcomes (ILO) EE 401- ILO1: Discuss and explain the purpose of the Philippine Electrical Code (EE 401- CO1) EE 401- ILO2: Identify and Describe the Standard terms and practices used in Electrical Design and Installation from the Philippines and International Standards (EE 401- CO3) EE 401- ILO3: Use standards terms on actual electrical design and installation (EE 401- CO2) EE 401- ILO4: Discuss and Explain the procedures and standards for Electrical Permits, Inspection, and Installation (EE 401- CO2) EE 401- ILO5: Determine sizes and rating of circuit conductors and devices used for different applications (EE 401- CO2)	


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		EE 401- ILO6: Discuss and Explain the standards for wiring and protections (EE 401- CO2) EE 401- ILO7: Prescribe and use standard size of wire and protection in actual electrical design and installation (EE 401- CO3) EE 401- ILO8: Discuss and Explain the standard wiring methods and materials for Electrical installation (EE 401- CO2) EE 401- ILO9: Identify the equipments for general use (EE 401- CO1) EE 401- ILO10: Discuss and explain the standards employed for the General Use equipments (EE 401- CO2) EE 401- ILO11: Apply standards for general use equipments in Electrical Designs and Installation (EE 401- CO3) EE 401- ILO12: Identify Special Occupancies locations (EE 401- CO1) EE 401- ILO13: Discuss and explain the standards applicable for special occupancies (EE 401- CO1) EE 401- ILO14: Use special occupancies standards in electrical design and installation (EE 401- CO3)	


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"For Nation's Greater Heights" Detailed Course Content								
Intended Learning Outcomes (ILO)	Topics	Time Frame	Teaching and Learning Activities (TLA)	Assessment Tasks (ILO-AT)	Target	Resources	Values Integration	Remarks
Express understanding of the Vision and Mission statements of SSCT, including its Goals and Objectives; Analyze the syllabus by looking into the ILOs, Subject Matter, TLAs, Assessment Strategies, Values and References; and Design strategies that will help meet the requirements and obtain desired grades/marks for the course	ORIENTATION ON THE COURSE VMGO Syllabus Grading System	1 hr.	<i>Readings</i> on SSCT Student Handbook Instructor will provide a course outline reflecting the VMGO, core values, IGA, program goals, course description, topics, course outcomes and requirements, grading system and course policies.			SSCT Student Handbook Syllabus Criteria for the Grading System BOT Resolution No. 51, S. 2020	Core Value: <i>Service oriented</i> Sub-Value: <i>Diligent pursuit of VMGO</i>	
<i>EE 401- ILO1:</i> Discuss and explain the purpose of the Philippine Electrical Code (EE 401- CO1)	1. PURPOSE OF THE PHILIPPINE ELECTRICAL CODE	4hrs	Discussion via Google Meet <i>Synchronous</i> Learning Module 1 <i>Asynchronous</i>	Identification quiz on the Electrical code	70% of the students shall have a rating of at least 3.0	Modules, e-books, textbooks, and worksheets	Core Value: <i>Committed</i> Sub-Value: <i>Determined in learning the electrical code</i>	
<i>EE 401- ILO2:</i> Identify and Describe the Standard terms and practices used in	2. STANDARD TERMS AND PRACTICES IN ELECTRICAL DESIGN AND INSTALLATION	14 hrs	Discussion via Google Meet and video viewing <i>Synchronous</i>	Oral report/presentation on electrical design	70% of the students shall have a	Powerpoint presentation on electrical design	Core Value: <i>Committed</i> Sub-Value:	


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"For Nation's Greater Heights"			
Electrical Design and Installation from the Philippines and International Standards (EE 401- CO3) <i>EE 401- ILO3:</i> Use standards terms on actual electrical design and installation (EE 401- CO2)	USED IN LOCAL AND INTERNATIONAL 2.1 Philippine Electrical Code 1 and 2 2.2 National Electrical Code 2.3 National Fire Protection Association (NFPA) 2.4 International Electrotechnical Commission (IEC) 2.5 National Electrical Manufacturers Association (NEMA) 2.6 American National Standard Institute (ANSI) 2.7 International Electrical Testing Association (NETA) 2.8 National Electrical Contractor Association (NECA) 2.9 Telecommunication Industry Association (TIA) 2.10 Underwriter's Laboratory (UL) 2.11 American Society for Testing and Materials (ASTM) 2.12 IEEE Standards	Learning Module 2 <i>Asynchronous</i>	installation used in local and international standards rating of at least 3.0 installation used in local and international standards <i>Determined in learning the standard terms and practices</i>

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"For Nation's Greater Heights"			
<i>EE 401- ILO4:</i> Discuss and Explain the procedures and standards for Electrical Permits, Inspection, and Installation (EE 401- CO2)	3.0 ELECTRICAL PRACTICE ENFORCEMENT PROCEDURES AND REQUIREMENTS 3.1 Permits and Inspection Certificates 3.2 Electrical Plans and Specifications 3.3 Requirements for electrical Installations	3hrs	Discussion via Google Meet and video viewing <i>Synchronous</i> Learning Module 3 <i>Asynchronous</i>
<i>EE 401- ILO5:</i> Determine sizes and rating of circuit conductors and devices used for different applications (EE 401- CO2)	4.0 WIRING AND PROTECTIONS 4.1 Use and Identification of Grounded Conductors 4.2 Branch Circuits 4.3 Feeders Standards, Branch-Circuit, Feeder, and Service Calculations 4.4 Services Standards	3hrs	Discussion via Google Meet and video viewing <i>Synchronous</i> Learning Module 4 <i>Asynchronous</i>
<i>EE 401- ILO6:</i> Discuss and Explain the standards for wiring and protections (EE 401- CO2)			
<i>EE 401- ILO7:</i> Prescribe and use standard size of wire and protection in actual electrical design and installation (EE 401- CO3)			Oral report/presentation on thru online in electrical practice and enforcement procedures and requirements 70% of the students shall have a rating of at least 3.0 PowerPoint presentation electrical practice enforcement procedures and requirements Core Value: <i>Committed</i> Sub-Value: <i>Dedicated in learning electrical practices</i>
			Design electrical layout with computation and correct design 70% of the students shall have a rating of at least 3.0 Videos online, modules, e-books, Core Value: <i>Transformational</i> Sub-Value: <i>Adaptive in learning and solving correct electrical designs</i>

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MIDTERM EXAMINATION – 2.0 Hrs.						
EE 401- ILO8: Discuss and Explain the standard wiring methods and materials for Electrical installation (EE 401- CO2)	5.0 WIRING METHODS AND MATERIALS 5.1 Wiring Methods Standards 5.2 Electrical wiring accessories installation standards	4hrs	Discussion via Google Meet and video viewing <i>Synchronous</i> Learning Module 5 <i>Asynchronous</i>	Q & A about the characteristics of wires 70% of the students shall have a rating of at least 3.0	Videos online, modules, e-books,	Core Value: <i>Committed</i> Sub-Value: <i>Perseverant in learning wiring methods</i>
EE 401- ILO9: Identify the equipments for general use (EE 401- CO1) EE 401- ILO10: Discuss and explain the standards employed for the General Use equipments (EE 401- CO2) EE 401- ILO11: Apply standards for general use equipments in Electrical Designs and Installation (EE 401- CO3)	6.0 EQUIPMENT FOR GENERAL USE STANDARDS 6.1 Flexible Cords and Cables 6.2 Fixture Wires 6.3 Lighting Fixtures, Lamp holders, Lamps, and Receptacles 6.4 Appliances 6.5 Fixed Electric Space-Heating Equipment 6.6 Air-Conditioning and Refrigerating Equipment 6.7 Generators 6.8 Transformers and Transformer Vaults 6.9 Phase Converters 6.10 Capacitors	10hrs	Discussions via Google Meet <i>Synchronous</i> Learning Module 6 <i>Asynchronous</i>	Oral report/presentation thru online on equipment for general use standards 70% of the students shall have a rating of at least 3.0	Modules, e-books,	Core Value: <i>Transformational</i> Sub-Value: <i>Optimistic in analyzing equipment for general use standards</i>

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EE 401- ILO12: Identify Special Occupancies locations (EE 401- CO1) EE 401- ILO13: Discuss and explain the standards applicable for special occupancies (EE 401- CO1) EE 401- ILO14: Use special occupancies standards in electrical design and installation (EE 401- CO3)	6.11 Resistors and Reactors 6.12 Storage Batteries 7. SPECIAL OCCUPANCIES STANDARDS 7.1 Hazardous (Classified) Locations 7.2 Class I Locations 7.3 Class II Locations 7.4 Class III Locations 7.5 Intrinsically Safe Systems 7.6 Class I, Zone 0, 1, and 2 Locations 7.7 Commercial Garages, Repair, and Storage 7.8 Aircraft Hangars 7.9 Gasoline Dispensing and Service Stations 7.10 Bulk Storage Plants 7.11 Spray Application, Dipping, and Coating Processes 7.12 Health Care Facilities 7.13 Places of Assembly 7.14 Theaters, Audience Areas of Motion Picture	10hrs	Discussion via Google Meet <i>Synchronous</i> Learning Module 7 <i>Asynchronous</i>	Oral report/presentation thru online on special occupancies standards 70% of the students shall have a rating of at least 3.0	Modules, e-books	Core Value: <i>Committed</i> Sub-Value: <i>Perseverant in learning special occupancies standards</i>

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and Television Studios, and Similar Locations 7.15 Motion Picture and Television Studios and Similar Locations 7.16 Manufactured Buildings 7.17 Agricultural Buildings 7.18 Mobile Homes, Manufactured Homes, and Mobile Home Parks 7.19 Electric Signs and Outline Lighting												
FINAL EXAMINATION – 3.0 Hrs.												
References: <u>Textbooks</u> <ul style="list-style-type: none"> 2009 Philippine Electrical Code, Institute of Integrated Electrical Engineers of the Philippines, Inc. (IIEE), Volume 1 and 2, 2009 National Electrification Code Handbook, Mark W. Earley, P.E., Jeffrey S. Sargent, Joseph V. Sheehan, P.E., John M. Caloggero, International Electrical Code Series, 10th Edition, 2005 Course Requirements: <ul style="list-style-type: none"> Problem Sets(CO-AT2) Group Project(CO-AT3) Quizzes and Assignments Midterm and Final exams Course Evaluation: <table border="0"> <tr> <td><u>Criteria</u></td> <td><u>Lecture Grade</u></td> </tr> <tr> <td>> Quizzes and online outputs/interaction (ILO-AT)</td> <td>20%</td> </tr> <tr> <td>> Performance Tasks (CO-AT)</td> <td>40%</td> </tr> </table>							<u>Criteria</u>	<u>Lecture Grade</u>	> Quizzes and online outputs/interaction (ILO-AT)	20%	> Performance Tasks (CO-AT)	40%
<u>Criteria</u>	<u>Lecture Grade</u>											
> Quizzes and online outputs/interaction (ILO-AT)	20%											
> Performance Tasks (CO-AT)	40%											

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➤ Major Exams (Midterm and Final) 40%
TOTAL 100%


Grade Computation: $\frac{\text{Midterm Grade} + \text{Final Grade}}{2} = \text{Average Grade}$

Grade Point	Description
1.0	Excellent
1.5 – 1.1	Very Good
2.0 – 1.6	Highly Satisfactory
2.5 – 2.1	Good
2.9 – 2.6	Satisfactory
3.0	Passing
5.0	Failed due to poor performance, absences, withdrawal without notice
DRP	Dropped with approved dropping slip
INC	Incomplete requirements but w/ passing class standing. INC is for non-graduating students only
NG	No Grade

Source: SSCT Student Handbook

Course Policies:

- Attendance shall be checked in every class session in the Google Meet. This is to monitor the absences incurred by the students in terms of the allowable number of absences for a course as stipulated in the Student Handbook.
- During online classes, video camera shall be turned on all the time and microphone shall be turned off. The microphone shall be unmuted only if the student's name is called to participate in class discussion.
- Major examinations in multiple-choice type shall be done online. For problem solving type, detailed solutions shall be written legibly in separate sheets of paper and shall be converted to pdf form prior to submission.
- Cheating in major examinations which include attempts to defraud, deceive, or mislead the instructor in arriving at an honest assessment shall entail zero score.
- Plagiarism which is a form of cheating that involves presenting the ideas or work of another as one's own work shall entail zero score.
- Projects shall be submitted on or before the deadline. Students who submit unsatisfactory projects shall be given the chance to improve their works on the condition

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7. An INC grade shall be given to students who fail to submit the course requirements of at least 95% of the projects and quizzes or failure to take the major examinations.

that they resubmit the revised outputs on the date set by the instructor. Non-submission of a project on the deadline shall entail zero score.

Revision History:

Revision No.	Revised by	Date of Revision	Date of Implementation	Highlight of Revision
1	ENGR. CONRADO B. DELOSA JR	July 19, 2021	August 23, 2021	DACUM Workshop vis-à-vis CMO No. 101 S. 2017

Prepared by: ENGR. CONRADO B. DELOSA JR
INSTRUCTOR II

Checked and reviewed by: ENGR. VICENTE Z. DELANTE, MEng'g
Program Chair, BSEE

Date: _____

Noted by: ENGR. ROBERT R. BACARRO, MECE, MBA
Dean, COLLEGE

Recommended by: RONITA E. TALINGTING, PhD
Campus Director

Date: _____

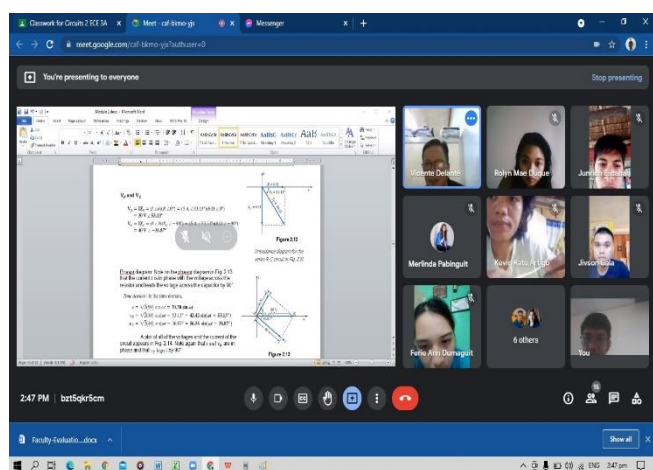
Approved by: EMMYLOU A. BORJA, EdD
VP for Academic Affairs

Date: _____

- Matrix of teaching methods/ strategies used

Teaching Strategy used	Subject Where Strategy is used
1. Projects	All Courses
2. Film Showing	Social Science
3. Group Dynamics	All Courses
4. Case Study	All Courses
5. Workshops	All Courses
6. Simulations	All Courses
7. Brainstorming	All Courses
8. Buzz Sessions	All Courses
9. Informed Creative Group	Social Sciences/ Natural/Physical Sciences
10. Multi – media	All EE Courses, Social Sciences, Natural/Physical Sciences
11. Experiments	Technical Courses
12. Problem Solving	EE Sciences, Natural/ Physical Sciences and Technical Courses
13. Reporting	All Courses
14. Hands – on Demonstration	EE Courses with Laboratory

Reporting via google meet in online class



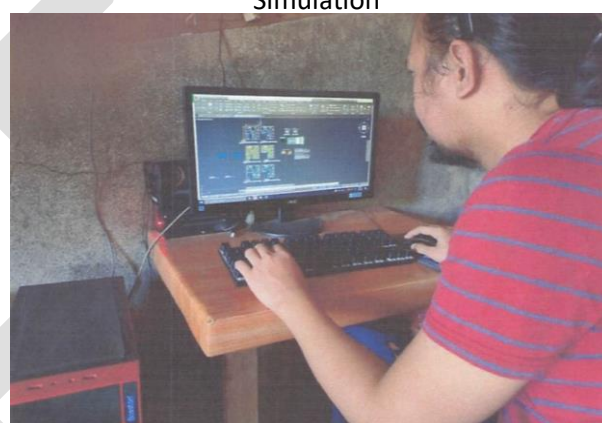
Brainstorming



Peer teaching



Simulation



Experiment



Workshop





SURIGAO STATE COLLEGE OF TECHNOLOGY
Narciso Street, Surigao City

CERTIFICATE OF UTILIZATION


This Learning Module for the course EE 302 – ELECTRICAL MACHINES in the BACHELOR OF SCIENCE IN ELECTRICAL ENGINEERING Programs has been evaluated, reviewed, and certified for instructional utilization this 1st Semester A.Y. 2020-2021.

Prepared by:


ENGR. CONRADO B. DELOSA JR
Instructor

COMMITTEE ON INSTRUCTIONAL MATERIALS DEVELOPMENT

Reviewed:


ENGR INGRID B. ESCABAL, MSEE
Chairman

Endorsed:


ENGR ROBERT R. BACARRO, MECE, MBA
College Dean, CEIT

Recommending Approval:

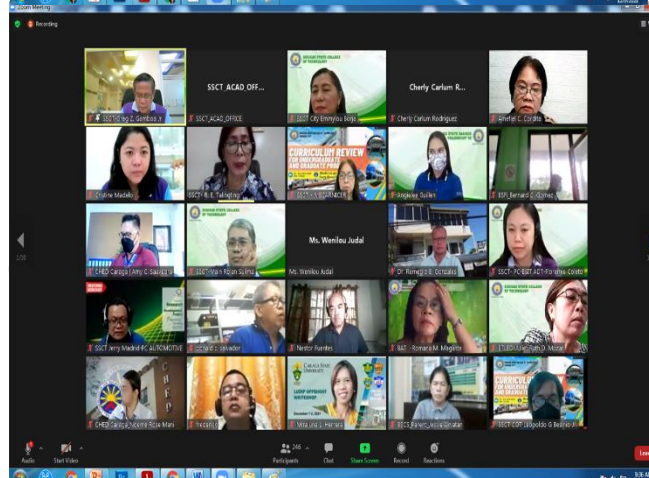

RONITA E. TALINGTING, PhD
Campus Director

Approved:


EMMYLOU A. BORJA, EdD
Vice President for Academic Affairs

4. BEST PRACTICES

Each faculty teaching major courses are required to submit their updated syllabus/ syllabi at the start of the semester. All syllabi follow the OBE format specified by the AACUP and the College. The syllabi are submitted to the Program Chair for checking and review, then the Dean as the recommending approval, and the Vice President for Academic Affairs for approval before they could be distributed to the class concerned.



The curriculum review and revision of all programs including BSEE was held via zoom, last November 24, 2022 (internal curriculum review) and December 9-8, 2022 (external curriculum review). Participants are the CHED CARAGA Education Supervisors, SSCT Admin (President, Vice Presidents, Campus Directors, Program Chairs), Faculty, Students, Alumni, and Industry Representatives.

Faculty in the College, in their effort to enhance the learning process of students, involve themselves in the production of customized teaching materials. The College created an Instructional Materials Review Committee tasked to review and approve the teaching materials developed and used by the faculty.

Manuals, modules, workbooks and other instructional materials which could be developed by faculty intended for mass production must go first through a series of evaluation and verification by the clientele and the college before it could go finally approved by the College Production Unit.

Students are also regularly exposed to seminars and symposia where speakers who are considered experts in their fields are invited to provide them with updates in the discipline. Activities like these are regularly conducted by the College, and all students under the program are required to attend the seminar/symposium to help them better understand and appreciate specific topics in Electrical Engineering.

4TH YEAR EE STUDENTS HAVING PROGRAMMABLE LOGIC CONTROLLER (PLC) LABORATORY ACTIVITY AT EB 201, SEPTEMBER 18, 2019





Republic of the Philippines
SURIGAO STATE COLLEGE OF TECHNOLOGY
 Narciso Street, Surigao City



"For Nation's Greater Heights"

INSTITUTE OF INTEGRATED ELECTRICAL ENGINEERING STUDENTS

NARRATIVE REPORT

IIEE's 44th Annual National Convention (ANC) & 6th Electrical Engineering and Technology Student Summit

November 27-30, 2019

SMX Convention Center, Mall of Asia Complex, Pasay City, Metro Manila



ANC Registration



Annual National Convention



Electrical Engineering Exhibits



IIEES President with IIEES Adviser

The Council of Student Chapters (CSC), student arm of the Institute of Integrated Electrical Engineers of the Philippines, Inc. (IIEE) organized its 6TH Electrical Engineering and Technology Student Summit launches with the IIEE's 44th Annual National Convention (ANC) having a theme of "IIEE: Distinctive Journey in Advancing Global Competitiveness".

This was organized to support the professional growth and information necessities of the electrical practitioners in the country and to gather all active IIEE members, either students or professionals all throughout the country to impart wisdom, knowledge and expertise. The activity was able to exposed students to different fields of Electrical Engineering and Electrical Technology, and nature of job applications through Technical and Non-technical Seminars which will line up topics interesting and appealing to EE/ET students for their enjoyable learning while helping them develop and progress as future electrical practitioners.

The said activity was participated with 6000 active IIEE members and limited 250 IIEE-CSC active members throughout the country where 1 professional electrical engineer and 2 electrical engineering students from Surigao State College of Technology were able to participate on that most prestigious professional gathering .

The Annual National Convention for the professional electrical practitioners was started on the first day while the Electrical Engineering and Technology Student Summit started on the 2nd day. The highlight of the events are *Technical Seminars*, tackles Electrical Engineering and Technology related subjects as well as non-technical topics relayed by experts and professional speakers to elaborate and widen the knowledge of the students. The first speaker was Engr. Fortunato C. Leynes, PEE who discussed

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 (086) 231-7796

Email: surigaoestatecollege@yahoo.com
 URL: sact.edu.ph



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SURIGAO STATE COLLEGE OF TECHNOLOGY
 Narciso Street, Surigao City



CERTIFICATE NUMBER: AJA19-0235

INSTITUTE OF INTEGRATED ELECTRICAL ENGINEERING STUDENTS

NARRATIVE REPORT

**IIEE's 44th Annual National Convention (ANC)
 & 6th Electrical Engineering and Technology Student Summit**

November 27-30, 2019

SMX Convention Center, Mall of Asia Complex, Pasay City, Metro Manila



EETSS Registration



EETSS Seminar



Clash of Intellects



SSCT Participants

about the "The impact of the distributed generation in the electric power system", 2nd topic of the seminar was about "Power Quality" led Engr. Vincent Pelaco, 3rd was "Academic writing using Microsoft Word Advance Tool" led by Engr. Jerome E. Exito, REE, 4th was "Your Life Working as Ship Electrical Engineer" led by Engr. Arjay M. Magpantay, 5th was "Creating a Mark with Your Personality" led by Engr. MaricarOlaivarEstrabo and the last talk was with Engr. Francis V. Mapile.

On the 2nd day of EETSS were the 17th National PEC Quiz Show and 6th Clash of the Intellects in Engineering Sciences and Allied Subjects, aiming to heighten the standards of Electrical Engineering education in the country and enthusiasm of Electrical Engineering students in ESAS and PEC by promoting and organizing a healthy competition among student members nationwide.

The activities were able to provide to the students with the opportunity to witness the biggest and most prestigious gathering of electrical practitioners and exhibition of the latest in technology on the 44th IIEE Annual National Convention. All participants were able to gained more knowledge on the field of Electrical Engineering.

Prepared by:

Raul S. Sanchez Jr.
 RAUL S. SANCHEZ JR.
 IIEES President

Certified by:

Conrado B. DeLosa Jr.
 ENGR. CONRADO B. DELOSA JR.
 IIEES Adviser

Tel. Nos.: (086) 826-0135;
 (086) 231-7798

Email: surigao.state.college@yahoo.com
 URL: ssct.edu.ph

PARAMETER C- ASSESSMENT OF ACADEMIC PERFORMANCE

1. SYSTEM - INPUTS AND PROCESSES

- *Institutional and/or College policies/system of assessing academic performances.*

In SSCT- City Campus, several measures are utilized by instructor/professors to evaluate students' achievement in the class. Instructors and professors in SSCT- City Campus employ several ways to test students and at the same time constantly aim at improving the quality of their tests. In whatever forms or means of testing, it is always a consideration that the key areas like knowledge, comprehension, application, analysis, synthesis, evaluation and valuing are involved.

In ensuring validity of the tests and examination, a table of specification is developed in satisfying the different key areas of knowledge to be tested and at the same time help ensure that the skills and competencies tested are geared towards the development of the higher order thinking skills. Thus, it has been practiced in the College that the constructed test is supported with a table of specification (TOS). However, for performance test like dramatization, role playing, and or demonstration teachings, rubrics are utilized to ensure that the appraisals of the legitimate skills are systematically and accurately done.

The Report of Rating shall be furnished to the Registrar thru the Program Chair, and the Dean.

2. IMPLEMENTATION

- List of evaluation measures used to ensure that the students' performance meet expected outcomes.

Evaluation Measures	Subject Where Used
Examinations, Quizzes, Midterm and Final Examinations	All Courses
Actual Performance (Technical and Non-technical Courses)	All Courses
OJT	All Courses
Other alternative Measures: <ul style="list-style-type: none"> a. Portfolio b. Rubric Assessments c. Skills Demonstration d. Paper and Pencil Tests e. Oral Examination f. Group/ Individual Presentation g. Group/ Individual Research Study 	All Courses

- Description of a system of validating and or improving tests and other evaluation instruments.

Faculty members enjoy the full academic freedom of deciding on the type of examination to be given to students. It is suggested that the examinations assess the significant learning outcomes covered in the course particularly the Higher Order Thinking Skills (HOTS) such as creative and critical thinking skills based in the Table of Specifications (TOS) for midterm and finals. Performance-based examination should be scored by using rubrics. The College may also give department examinations in some subjects. The Dean of the College may assign a committee who will prepare the examination for each course.

3. OUTCOMES

- Evaluation Form of Students

Section: BSEE-4A	Name	Midterm	Final	Final Grade	Remarks
1	ABARO, RYEMARTE	1.8	2.0	1.9	Passed
2	ALCESO, JOHN IVAN S	1.8	2.1	1.9	Passed
3	ALDYON, Delf ENRICO E	1.8	2.0	2.0	Passed
4	ARLAN, MARC FRANCIS A	1.5	2.2	1.8	Passed
5	BAGOSAY, JR. ROGELIO A. JR.	2.3	1.8	2.0	Passed
6	BAGUNJON, LIZO M.	2.4	2.0	2.2	Passed
7	BANGCOYO, LORD JOHN KEVIN	1.8	2.4	2.1	Passed
8	BECERRIO, JONARD R.	2.2	2.5	2.3	Passed
9	BESAS, JEMALYN ROSE E	1.9	2.4	2.1	Passed
10	BONDSINO, ELJORGE A.	2.1	1.7	1.9	Passed
11	CANTOSIO, ROGELIO G.	2.0	1.9	1.9	Passed
12	CELMAR, GEMMAR D.	2.0	2.0	2.0	Passed
13	COULLA, SEPRHANE GRACE D.	1.8	1.7	1.7	Passed
14	CORTES, PATRICK D.	2.0	1.7	1.8	Passed
15	COUTAMORA, JORGE B.	1.6	1.6	1.6	Passed
16	DAL, JAYVEL KEMA A.	1.7	1.9	1.8	Passed
17	DEER, ELDON S.	2.8	1.8	2.2	Passed
18	ENGLE, JOHN PAULL L.	1.6	2.2	1.9	Passed
19	FLODRINO, JAMES MARK T.	1.5	1.7	1.6	Passed
20	GALCON, EMELIE L.	1.6	2.0	1.8	Passed
21	LUCAYAN, JOSHUA B.	1.6	1.8	1.7	Passed
22	MANILAN, JOHN BRIAN P.	1.7	2.1	1.9	Passed
23	MALACAY, JERICK P.	2.1	1.8	1.9	Passed
24	MALAMOS, JOSHUA SHEM C.	2.4	2.3	2.3	Passed
25	MANUMON, RAMIL JOHN N.	1.5	2.1	1.8	Passed
26	NAVARRO, KESSAH JEAN B.	1.8	2.3	2.0	Passed
27	PEER, LOHRE E.	2.1	2.0	2.0	Passed
28	REYES, JOU-JEMAR C.	1.9	2.0	1.9	Passed
29	REYES, SHINE JANE R.	2.1	1.8	1.9	Passed
30	ROJO, KLENT JOSEPH N.	2.0	2.1	2.0	Passed
31	SEROY, ACE ANNOLO C.	2.0	1.8	1.9	Passed
32	TAMPIRI, KHEY SHEENAM E.	2.1	2.1	2.1	Passed
33	VIRTUZADO, MOUETTO A. JR.	2.0	1.9	1.9	Passed



The Nation's Guide Right

SURIGAO STATE COLLEGE OF TECHNOLOGY

Document Code No:	FM-GSCT-ACAD-001
Revision No:	00
Effective Date:	01 January 2019
Page No:	1 of 1

REPORT OF RATING

Course Code: **EE 303**

Descriptive Title: **Electrical Machines 2**

Section: **BSEE/3/A**

"GRADE" must be written in blue/black ink. Failure grades in red. This report is to be made out in duplicate, the original to be submitted to the College Registrar, the duplicate to the Head of Department.

Term: **2nd Semester**

Academic Year: **2021-2022**

(DO NOT FOLD THIS SHEET)

Credit: **4.0 units**

No	Name in Alphabetical Order
1.	ABAPO, REYMART L.
2.	ACQUIATAN, FRANC JERALD A.
3.	ARIAR, LESTER D.
4.	BALBERIA, MA. BUENA GRACIA P.
5.	BARON, GLOREMIE J.
6.	BECERRO, JONARD R.
7.	BESAS, JEMAELYN ROSE E.
8.	BORJA, JOHNREX S.
9.	BUHANGIN, RAFFY D.
10.	CABAÑERO, MAVERICK E.
11.	CANTOJOS, ROCHEL G.
12.	CELMAR, GEMMAR D.
13.	COLES, XERXES M.
14.	CUTAMORA, JEORGIE G.
15.	ENDERES, WENIFREDO C.
16.	GALEON, EMELIE L.
17.	GALERA, RUFNEL N.
18.	HINGPIT, SYROSE REX B.
19.	LAMANILAO, NEXON G.
20.	LICAYAN, JOSHUA B.
21.	MALACAY, JERICK P.
22.	MANLIMOS, RAMIL JOHN N.
23.	MONDANO, ALVIN C. JR.
24.	MOSENBRE, CLINT E.
25.	MOZAR, MARIEL O.
26.	OCAT, SONNY BOY C. JR.
27.	PAREJA, RELVIC B.
28.	PEJER, LOWIE L.
29.	SALUBRE, ACE C.
30.	SANDOVAL, RAVEN KEN P.
31.	TISANG, ZEO G.
32.	VIRTUDAZO, MIGUELITO A. JR.

WRITE STUDENTS NAMES BY MAJOR COURSES AND IN ALPHABETICAL ORDER WITH MIDDLE INITIALS
DO NOT WRITE HERE - BINDING SPACE



SUBMITTED BY:

ENGR. CONRADO B. DELOSA JR.
INSTRUCTOR II

NOTED:

ENGR. ROBERT R. BACARRO, MECE, MBA
Head of Department

NOTE: Grade must not be changed once the grading sheet is submitted and recorded in the Registrar's Office.

Date: _____, 20____

APPROVED BY:

YP for Academic Affairs

Report Generated: 6/24/2022, 9:54:52 AM 0510002

- Retention Rate of BSEE Students

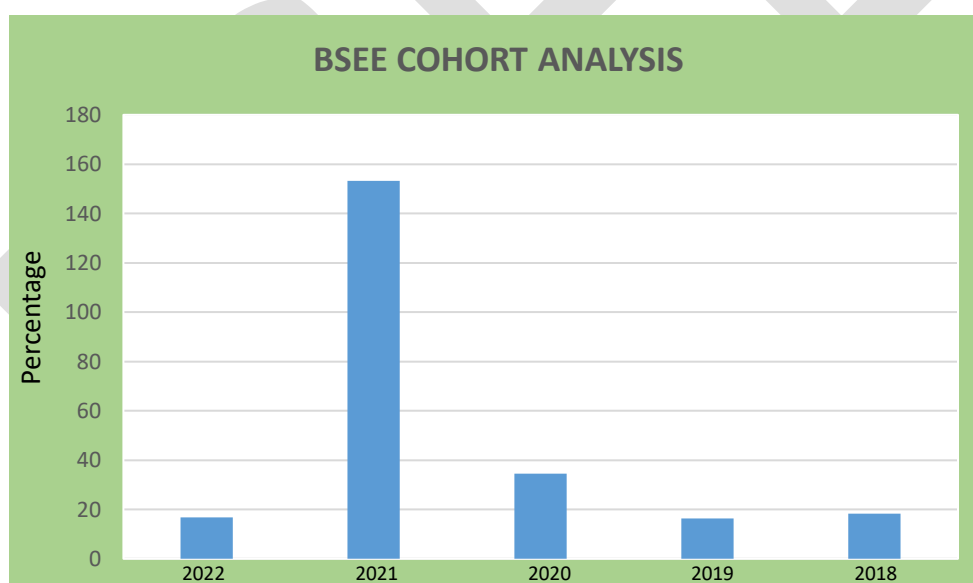
The retention rate of the students enrolled in the BSEE program is in the average scale for the last five years the program was offered. The graph shows the survival rate of the students enrolled in the BSEE program.

COHORT ANALYSIS

Bachelor of Science in Electrical Engineering




BATCH	Number of Graduates	YEAR LEVEL					Survival Rate (%)
		5th Year	4th Year	3rd Year	2nd Year	1st Year	
2022	17		66	70	87	102	16.67%
2021	23	36	37	28	27	15	153.33%
2020	20	25	32	39	40	58	34.48%
2019	6	1	6	4	14	37	16.22%
2018	8	3	3	6	19	44	18.18%

Source: SSCT Registrar's Office



4. BEST PRACTICES







- Recognition Award to Outstanding Students


SURIGAO STATE COLLEGE OF TECHNOLOGY
 Surigao City
 




DEAN'S HONORS LIST
1st Semester, AY 2021-2022

		Major	Ave.
BACHELOR OF SCIENCE IN CIVIL ENGINEERING			
4th Yr Level	1	CARMEN, Adrian F.	1.4652
	2	MALICDEM, Lynel Jim A.	1.4696
	3	CONSISTENTE, James Keith C.	1.5087
	4	BONITE, Kimberly O.	1.5174
	5	ACERO, Malyn C.	1.5217
		PLAZON, Robert Jr. G.	1.5217
		REAMBONANZA, Almira B.	1.5217
	6	RESARE, Janissa A.	1.5261
	7	JUANITE, Brezel E.	1.5348
	8	CONFESOR, Georgie M.	1.5435
	9	QUIMBO, Marialle G.	1.5522
		SUTANA, Kim D.	1.5522
	10	GOLOSINO, Gibson L.	1.5665
	11	CANDA, Majola B.	1.5652
		MELGO, John Rome C.	1.5652
	12	IGNACIO, Shiloni A.	1.5696
	13	YCOT, Riza May S.	1.5739
14	JALIL, Jeff Randolph A.	1.5783	
	MANANSAD, Dionisa C.	1.5783	
	MARZON, Jomari B.	1.5783	
15	ONEZ, Jerome V.	1.5826	
16	FALCON, Shiela Marie P.	1.5870	
17	GALDONES, Irah Clark	1.5957	
1st Yr Level	1	ROSALES, Jacquilynne P.	1.4211
	2	TANAY, Diana Jane G.	1.4203
	3	BELTRAN, Arnold	1.4684
		SANCHEZ, Christy Joy B.	1.4684
	4	FORTUNA, Maat Vincent A.	1.4789
	5	DELA TORRE, Carl Laurence R.	1.4895
	6	CAGASAN, Roel Lance B.	1.5053
	7	SOLLOSO, Janzen Daryl R.	1.5211
	8	MAGALONA, Arthur A.	1.5368
		NG, Clover John M.	1.5368
9	TIU II, Charlimagne M.	1.5579	
10	RIVERO, Noli Brian A.	1.6000	
BACHELOR OF SCIENCE IN ELECTRICAL ENGINEERING			
4th Yr Level	1	MADELO, Menchie Rose P.	1.4200
	2	QUINALAGAN, Hannie Bert D.	1.4350
	3	COQUILLA, Stephane Grace D.	1.5000
	4	ARLAN, Marc Francis A.	1.5250
	5	ALCESO, John Ivan S.	1.5750
	6	MAG-USARA, Dinmark A.	1.5850
1st Yr Level	1	VILLALOBOS, Nicole Jay J.	1.4591
	2	RIVERA, Clyde Mark L.	1.4682
	3	GAVINO, Rommel T.	1.4818
	4	ABANDULA, Christian V.	1.5182
	5	RENCONADA, Lierih Champverts M.	1.5773
	6	GILLES, Dominic L.	1.5864
	NAPAROTA, Alan Dale Q.	1.5864	

Verified and Reviewed by:

 CLARET D. RUAYA Registrar, Ranking Committee	 MARIA FE C. GUERRA DSO, Ranking Committee
 MARILOU B. CARNICER, Ph.D. Dean, College of Technology	 ENGR. ROBERT R. BACARRO Dean, College of Eng'g. & InfoTech
 LOUIDA P. PATAC, Ph.D. College of Arts & Sciences	 CARMELIN P. MOSA, Ph.D. College of Teacher Education

APPROVED:

 RONITA E. TALINGTING, Ph.D. Campus Director, City Campus	 EMMYLOU A. BORJA, Ed.D. VP - Academic Affairs
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PARAMETER D - MANAGEMENT OF LEARNING

1. SYSTEM - INPUTS AND PROCESSES

- Policies on management of learning.
 - Schedule of Classes

The Office of the Registrar is tasked to provide policy and oversight to course scheduling. The Dean is furnished a tentative schedule of courses, which will be used in the assignment of the faculty. The Dean coordinates with the Office of the Registrar on matters concerning the final scheduling of courses as well as room assignment.

- Students attendance in class

A student may be dropped from the class roll after having been absent for twenty percent (20%) of the total number of hours of recitation, lecture, laboratory, or any other scheduled work. The Registrar shall be advised of the action taken by the faculty by submitting a form for dropping students which are available at the Office of the Dean.

If majority of the absences incurred by a student are excused, the student may not be given a grade of Failed instead may just be Dropped from the rolls. When a student has been absent from class for one whole week, the faculty should send a Form of Report of Absences to the Dean.

A student may be accepted in a class even after being late for 15 minutes but if the student is habitually late, the faculty should refer the student to the Office of Student Affairs for appropriate sanction. Any absence incurred immediately after a short vacation is considered unexcused unless there is a clear and valid reason for the absence.

2. IMPLEMENTATION

- Description of the system to ensure effective classroom management.
 - Maintaining classroom discipline;

The Student Handbook specifically in Article IV provides the policy of the college on student conduct and discipline are intended to develop and maintain a healthy school atmosphere conducive to the promotion and preservation of academic freedom and effective teaching and learning process. Character formation, however, is the business and responsibility of the student. The student should be convinced that the good character he/she builds today would serve him/her well for the rest of his/her life. Thus, students are expected to observe proper behavior and decorum such as refined manners, discipline, courtesy, silence, proper attire, refined speech, honesty, poise, and respect for authority at all times and in all occasions.

The right of the State College to impose sanctions against improper student conduct rests on its inherent and primary obligation to:

- a. exemplify moral values, ethics and ideals;
- b. protect its property and the property of the members of the community;

- c. protect the health of the persons in the academic community and ensure their safety;
- d. preserve peace and ensure orderly procedures;
- e. protect its good name as an educational institution;
- f. maintain and strengthen student morale.

- Monitoring student progress;

Surigao State College of Technology envisioned producing quality and value-laden Electrical Engineering graduates. Thus, an application of appropriate classroom management is one of the general components to meet quality education focused on maintaining classroom discipline, monitoring student progress, developing responsibility and initiative among students and enhancing pedagogical skills of the faculty.

To ensure effective classroom management, SSCT employs a number of ways. During the conduct of the general orientation program, well-defined rules on student discipline as stipulated in the Student Handbook and Faculty Manual are discussed at the start of the academic year. During the first meeting of the courses as reflected in the course syllabus students are informed on the behavior specifically on course policies that they should manifest inside the school.

Instructors keep records of students' daily attendance. Reports on absences are sent to the Student Affairs Office. Students committing absences without valid reason and those who are habitually tardy are referred to the Guidance Office for appropriate sanction particularly the issuance/released of admission slip to be presented to the concerned instructor/professor. Instructors do follow seat plan to easily monitor absence/s of students and also to maintain order in the classroom. Room-keepers are also assigned every day to maintain the cleanliness of the classrooms.

Instructors keep track of students' progress through class records. Students' performances, projects and reports are rated according to the teachers' criteria of evaluation. Also, students are encouraged to conduct quality research and they are required to submit hard-bound thesis.

- Developing responsibility and initiative among student; and

The college recognizes and encourages the exercises of student's right to recognize groups and to associate and socialize with others. A student may seek membership and participate in activities of the student government, co-curriculum and extra-curricular organizations.

Students are empowered to facilitate activities concerning students especially concerning leadership. Students have their department organization, clubs and more to allow them to explore to become responsible and exercise initiative. Students are given ample time to do some researches, in-campus or off-campus. Students are empowered to facilitate activities concerning students especially concerning leadership. Students are allowed to decide for any strategies they intend to use for presentations in the classes.

- Enhancing the pedagogical skills of the faculty

The College has designed a Faculty Development Program aimed at further strengthening the quality of its manpower resources through its following programs scholarship program, seminar and workshop, educational tours and bench making, grants, privileges and benefits and performance evaluation.

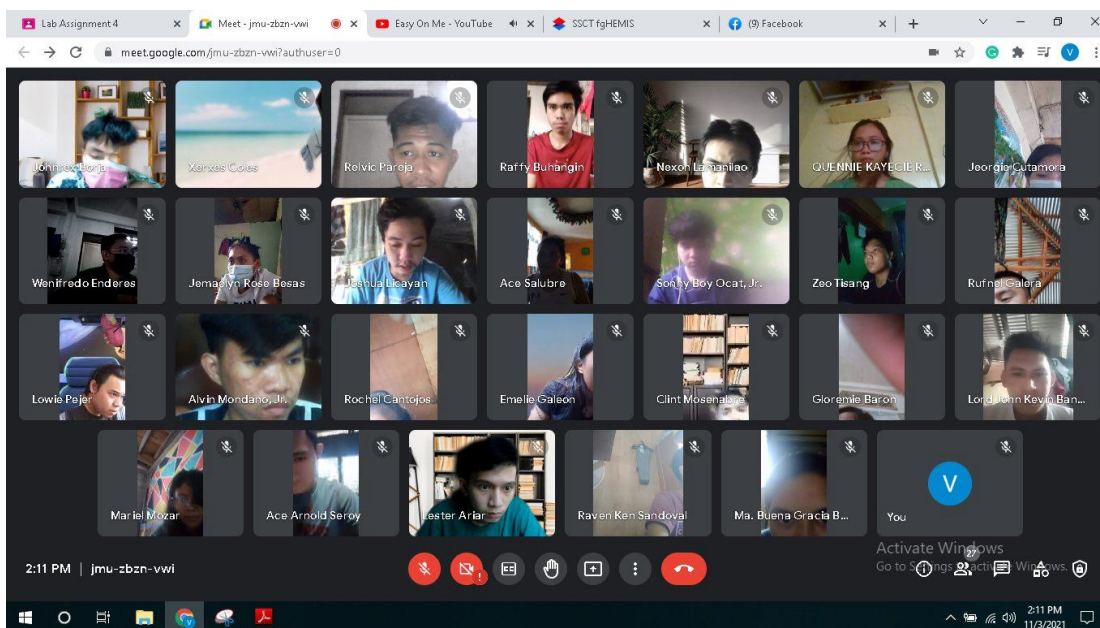
3. OUTCOMES

- Learning is efficiently and effectively managed.



Classroom management is in-place with proper discipline in the use of learning equipment's and classrooms

The use of google classroom for students online learning



Application of skills during the On-the-Job Training



The creation of student's organization



**SURIGAO STATE COLLEGE
OF TECHNOLOGY**

"For Nation's Greater Heights"

Document Code No.	FM-SSCT-SAO-006
Revision No.	00
Effective Date	20 September 2018
Page No.	1 of 3

STUDENT AFFAIRS OFFICE

**INSTITUTE OF INTEGRATED ELECTRICAL
ENGINEERING STUDENTS**

Name of Organization/Club/Society

**LIST OF OFFICERS
A.Y. 2019 - 2020**



President
Raul S. Sanchez
BSEE-5
09309309141



Vice President
(Internal)
Francis V. Jamero
BSEE-5
09501788239



Vice President
(External)
Shiela Mae M. Cempron
BSEE-4
09103523137



Vice President
(External)
Felix L. Hinayon
BSEE-4
09106435173



Secretary
Khey Sheenamae E. Tampipi
BSEE-2
09127681218



Treasurer
Kessah Jean B. Navarro
BSEE-2
09121765693



Auditor
Stephane Grace D. Coquilla
BSEE-2
09466385575



P. R. O.
Junnel P. Palen
BSEE-5
09308553845



Business Manager
Roeld M. Canibel
BSEE-5
09489972282



Activity Coordinator
Hector M. Tasil
BSEE-5
0930 789 0151



1st Year Representative
Zelyan Matthew S. Tibay
BSEE-1
099558230040



2nd Year Representative
Leevan Joey U. Tandan
BSEE-2
09464566734



3rd Year Representative
Jessa D. Gabion
BSEE-3
09106529018



4th Year Representative
Edgar Darren E. Elan
BSEE-5
0930 7890151

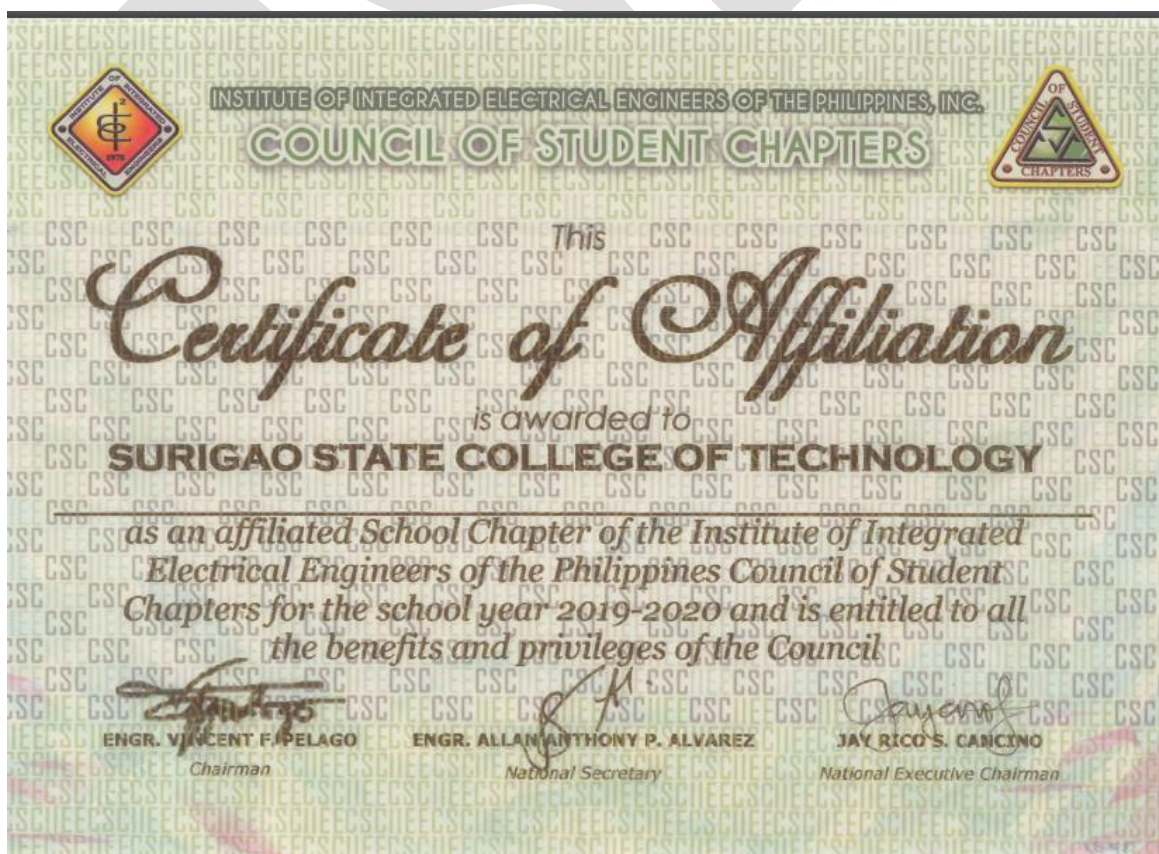


5th Year Representative
Inez Erel B. Bonilla
BSEE-5
09307890151



Adviser
Engr. Conrado B. Delosa Jr.
09985694470

**INSTITUTE OF INTEGRATED ELECTRICAL
ENGINEERING STUDENTS OFFICERS
A.Y. 2019-2020**



4. BEST PRACTICES

The Faculty Development Program of the College has helped the EE faculty in reaching their highest academic degree in Electrical Engineering. Thus, it helped a lot in the raising up of the quality of education in the BSEE program.

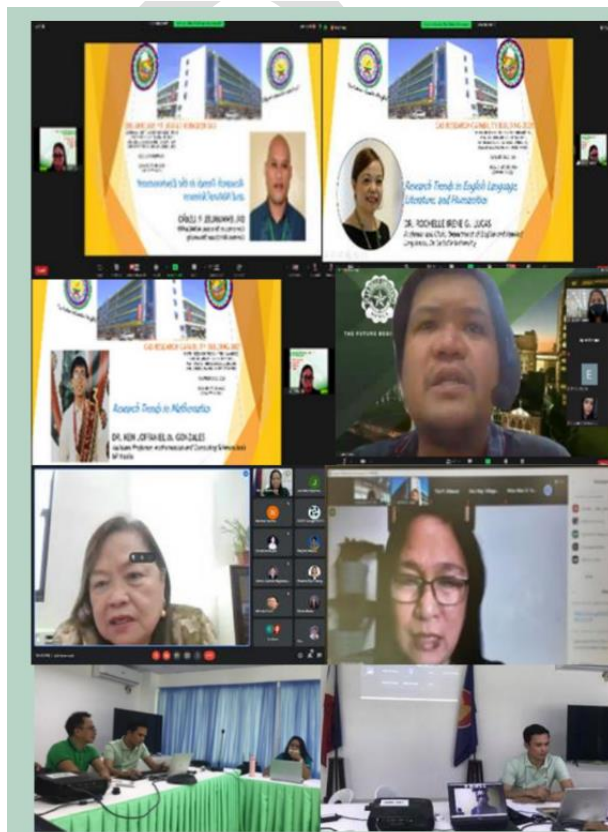
The yearly paper presentation was practiced by the EE faculty and graduating students.

RESEARCH AND DEVELOPMENT

RESEARCH METRIC ENHANCEMENT

Research Capability Building

The different colleges/campuses conducted a total of thirteen (13) research seminars and trainings to capacitate teachers and students in developing research projects which are relevant and responsive to the needs of the community. This is 162.5% of the entire target of SSCT for the year which was set at eight (8) seminars and trainings. Nine (9) of these were initiated by the COT, CEIT, CAS, and CTE of the city campus, one (1) by Mainit campus, and three (3) by the Del Carmen campus.



These seminars and trainings were graced by nine (9) external experts who provided faculty and students with technical inputs from different disciplines. There were 232 faculty members or 257.78% of the target and 209 students or 232.22% of the target who benefited from these undertakings.

These activities graduated into the presentations of different concept papers which can be utilized by the community as extension services and/or prospect for UM/Patent registration and eventually for commercialization. The RDO spearheaded mentoring sessions in packaging their concept papers for internal funding.



**IEEE
HNICEM
2021**

CERTIFICATE OF PRESENTATION

This certificate is proudly presented to

**Robert R. Bacarro, Vrian Jay V. Ylaya, Vicente Z. Delante and
Ryan Rhay P. Vicerra**
Surigao State College of Technology, De La Salle University
who have participated and successfully completed their presentation entitled

**Analysis of Water Leaking Pipes Using Impulse Radar: A Case
Study in Surigao City, SDN Philippines**

in the 13th International Conference on Humanoid, Nanotechnology, Information
Technology, Communication and Control, Environment, and Management (HNICEM 2021).

Full Online Conference
Manila, Philippines
November 28-30, 2021


Dr. Marcelo H. Ang Jr.
Organizing Chair


Dr. Alvin B. Culaba
Organizing Chair


Dr. Elmer P. Dadios
General Chair


Advancing Technology
for Humanity





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➤ *BSEE faculty and student's involvement in extension*

Floodlight Installation with Control at LGU Sison Gymnasium

BSEE Extension
May 12-13, 2022

The College of Engineering and Information Technology specifically the Bachelor of Science in Electrical Engineering program implemented the Floodlight Installation with Control at LGU Sison Gymnasium Extension Program together with the BSEE students.



PARAMETER E - GRADUATION REQUIREMENTS

1. SYSTEM - INPUTS AND PROCESSES

- Policies on programs academic and graduation requirements.

A student candidate for graduation is required to apply for evaluation of his/her records during the semester preceding his/her graduation so that any deficiency may be attended to. The Registrar announces dates and deadlines for this application each semester. Application forms may be obtained from the Office of the Registrar.

Graduation Requirements

1. Only students who have successfully completed all the courses in their curricula are eligible for graduation. Students may participate in any commencement activity when all curricular requirements are completed and administrative sanctions, if any, are served.
2. Completion of all academic requirements of their chosen degree program qualifies students to earn their respective diplomas. OJT students with incomplete number of hours may be allowed to join the graduation ceremonies upon approval of waiver.
3. His/her deficiencies must be made up and all the records be cleared not later than two (2) weeks before the end of the last semester.
4. Students who completed all the requirements at the end of Summer (July) or first semester (December) may join the regular schedule of graduation exercises in March of the following year.
5. A student's diploma, transcript of records and certificate of good moral character are issued after s/he has been cleared of all accountabilities.

2. IMPLEMENTATION

- *Description of the Program's academic and graduation requirements and how they are disseminated.*

A student shall be recommended for graduation unless he/she has satisfied all academic and other requirements prescribed for graduation.

A student will be allowed to participate in the Commencement activity unless all curricular requirements are completed and administrative sanctions, if any are served.

A student who expects to graduate in the first semester of the school year should apply for graduation exercises in May of that school year.

The office of the Registrar, in accordance with the approved College calendar, announces the time specified for the application for graduation of students who have successfully completed all the course requirements of the curriculum.

Program's academic and graduation requirements and how they are disseminated.

1. Each student is given a Student Handbook wherein all school policies and guidelines are stipulated.
2. Conducting Orientation Programs of academic policies and student discipline.
3. Academic advising through the academic class advisers and Program Chairs.
4. At the end of the semester, each student is provided with a copy of their grades through the Registrar's Office. The purpose is to inform them of their academic status.
5. Before enrolment, each student is advised to comply their incomplete grades of the previous semester or re-enroll the subject if not complied within the grace period of one (1) year.

3. OUTCOMES

- Comparison of students who are able to graduate on time with the total number of students enrolled.

COHORT ANALYSIS

Bachelor of Science in Electrical Engineering

BATCH	Number of Graduates	YEAR LEVEL					Survival Rate (%)
		5th Year	4th Year	3rd Year	2nd Year	1st Year	
2022	17		66	70	87	102	16.67%
2021	23	36	37	28	27	15	153.33%
2020	20	25	32	39	40	58	34.48%
2019	6	1	6	4	14	37	16.22%
2018	8	3	3	6	19	44	18.18%

Source: SSCT Registrar's Office


4. BEST PRACTICES

Before a student could graduate, he/she must be able first to enroll and pass all the required courses in the curriculum. A student could not graduate unless he/she has submitted his/her completed design project approved by the Project Design Adviser, Panel of Examiners, Chair and finally by the Dean.

- ✓ Sample Approval Sheet of BSEE students in their Thesis

APPROVAL SHEET

This Project Study entitled "PERFORMANCE ANALYSIS OF SALTWATER ELECTROLYTIC CELL BATTERY USING ZINC-COPPER AND ALUMINUM-COPPER ELECTRODES" prepared by Howell A. Arcala, Joseph S. Serrano, Ralphie Monter and Gaspar Dale Cinco, in partial fulfillment of the requirements for the degree of Bachelor of Science in Electrical Engineering has been examined and is recommended for acceptance and approval for ORAL EXAMINATION.



ENGR. VICENTE Z. DELANTE, M.Eng'g
Co-Author


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PANEL OF EXAMINERS

Approved by the committee of ORAL EXAMINATION with a Passing Grade on May 5 2022.


ENGR. ROBERT R. BACARRO, MECE, MBA
Chairman

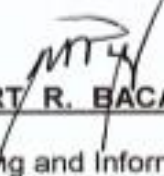

ENGR. VRIAN JAY V. YLAYA JR.
Member


ENGR. FEDERICO A. AVES
Member

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Accepted and approved in partial fulfillment of the requirements for the degree of Bachelor of Science in Electrical Engineering.


ENGR. ROBERT R. BACARRO, MECE,
Dean, College of Engineering and Information

MBA
Technology

June 10, 2022

Students who are already candidates for graduation are informed by the College Registrar, of their academic deficiencies and other unaccomplished requirements needed for graduation as follows:


1. Completion of all academic and non-academic requirements
2. Compliance of the residency requirements
3. Application for graduation
4. Must have been cleared of all financial obligations with the College

Notice of deficiencies is posted at the Registrar's Office and the College will furnished a copy of such notice. It is now the College which ensures that the concerned students are notified of their deficiencies and properly guided on how to accomplish them. The Registrar's Office is also efficient in providing each College with the schedule of final exams and the submission of final grades for graduating students.

The names of all graduating students are presented at the College Academic Council for approval before they are submitted to the College President for endorsement to the Board of Trustees for consideration.

The students should also be cleared of his/her financial obligations and other responsibilities and liabilities from the College before his/her graduation credentials and Honorable Dismissal could be granted or released by the University.

✓ Sample Students Clearance



**SURIGAO STATE COLLEGE
OF TECHNOLOGY**

"For Nation's Greater Progress"

Document Code No. **FM-SSCT-REG-011**

Revision No. **00**

Executive Date **20 September 2018**

Page No. **1 of 1**

STUDENT'S TERMINAL CLEARANCE

Full Name of Student Klent Joseph N. Rojo Year/Section: BSEE-4A
 Curriculum BSEE Major: _____
 Term Last Attended: () First () Second Semester () Summer, AY 2021-2022
 Status: () Graduation () Dismissal

Position	Signature	Date	Remarks
Accountant _____	<i>[Signature]</i>	<u>June 11, 2022</u>	<u>From College</u>
Librarian _____	<i>[Signature]</i>	<u>6/13/2022</u>	<u>CLEARED</u>
Guidance Counselor _____	<i>[Signature]</i>	<u>06-16-2022</u>	<u>OK!</u>
Student Personnel Services Officer <u>CLARET D. RUAYA</u>	<i>[Signature]</i>	<u>6-10-2022</u>	<u>OK</u>
Dean _____	<i>[Signature]</i>	<u>6.13.22</u>	

I hereby certify that the diploma had been released on the date indicated herein.


Record Requested	Released by	Date Released	Received by
DIPLOMA			

[Signature]
CLARET D. RUAYA
 College Registrar III

CERTIFIED TRUE COPY FROM
SSCT, SURIGAO CITY

✓ Sample Application for Graduation

Document Code No.	FM-SSCT-REG-004
Revision No.	00
Effective Date	20 September 2018
Page No.	1 of 1


SURIGAO STATE COLLEGE OF TECHNOLOGY
"For Nation's Greater Welfare"

APPLICATION FOR GRADUATION

Date: April 30, 2022

The College Registrar
 Surigao State College of Technology
 Surigao City

Ma'am:

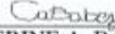
I have the honor to apply for graduation from the Bachelor of Science in Electrical Engineering Curriculum, with specialization major in Electrical Engineering during the () first (/) second semester, academic year 2021-2022.

Attached is the evaluation sheet duly signed by the Dean.


It is further requested that my name be included in the list of candidates for graduation.

Very truly yours,

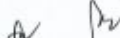
Student No : 2015-00464
 Curriculum/Year/Sec. : BSEE-5

Signature: 
 Full Name: CATHERINE A. BALAEZ


Recommended:


 Engr. Robert Bacarro
 Dean

Approved:


RONITA E. TALINGTING, Ph.D.
 Campus Director

Subject(s) enrolled during the last term:		
Subject Code	Unit	Teacher
EE 113	3	Engr. Vicente Delante
EE 112	3	Engr. Conrado Delosa, Jr.
EE 114	3	Engr. Conrado Delosa, Jr.
EE 100	3	Engr. Vernon Liza
EE 116	4	Engr. Larry Angelo R. Canete



PARAMETER F- ADMINISTRATION SUPPORT FOR EFFECTIVE INSTRUCTION

1. SYSTEM-INPUTS AND PROCESSES

- *Policies on substitution or special arrangements whenever a faculty is on leave or on official business/ time.*

Faculty member who missed their classes due to official business shall conduct make-up class or advance activities/classes to meet the required number of hours. Make-up/advance activities/classes should be for both extra and regular teaching assignments. They do not offset absences of an instructor and he/she should not claim payments when he/she does make up classes. Request forms for make-up classes are available at the office of the Dean.

In case of absence by a faculty, internal arrangement between and among teachers is observed whenever a faculty is on leave or on official business. The Dean is aware every time the teacher is on leave because a LEAVE FORM will be signed by the teacher. If the teacher is attending a seminar, s/he is furnished with a copy of memorandum from the College President for information. The teachers are also directed to leave paper works to their students for them to work on while the teacher/s is/are out of campus.

- *Policies on giving awards and/or recognition of faculty and students with outstanding achievements; and*

To uphold the dignity of the teaching profession the Distinguished Faculty of the Year Award gives due recognition to faculty who have served the College with exemplary teaching competence and dedication within the last ten (10) years.

- *Policies on supervision/monitoring and evaluation of faculty performance.*

The faculty performance evaluation is done twice a year, a month before every semester ends. The evaluation is facilitated by the Guidance Counselor with the assistance of its office staff. Right after the conduct of the said evaluation, the results are forwarded immediately to the office of the Human Resource Management Assistant (HRMA) for consolidation.

Classroom visitation and observation is also conducted once every semester with the use of Class Observation Instrument. QCE for Instruction is also conducted once every three years.

2. IMPLEMENTATION

- *Description of the system of supervision of faculty performance.*

The Administration is ever supportive of the faculty in their quest for excellence in IT education by providing a conducive atmosphere for faculty for them to efficiently carry out their instruction function. In order to satisfy the goals of the BS in Electrical Engineering program in the College, the following supports were provided:

- The designation of the Dean of the College who takes charge of the preparation of teaching loads of the faculty. The Program Chair monitors the preparation of course syllabus, observes classes, evaluates the performance-of the faculty

in the department, evaluate students' ratings. Faculty activities, receives reports, conducts meetings and others. The faculty workload policy of not to exceed to 4 or 5 with the assigned subjects along the major or minor/specialization of the faculty.

- All faculty members are also encouraged and fully supported by the Administration to participate in faculty development program through seminars and the like and scholarship privileges, to further enhance their competence to handle instruction and other services. Scholarships programs grants to faculty for further studies in Masteral/Doctoral degree are provided.
- Provision of different facilities like Study Centers, Cafeteria, Speech Laboratory, Audio Visual Center, Computer Laboratories, Appointment of clerk in the college to facilitate enrolment and other needs, Well-ventilated classrooms (provision of electric fans), Provisions of multimedia components/sets for academic use, faculty room, lounge provision with facilities such as fixtures, furniture, computers, air-conditioned units, electric fan, karaoke component, television and water dispenser. Provision of school supplies every beginning of the semester, telephone units and internet connections.
- Giving incentives and other benefits, implementation of NBC 461, pay for extra loads of faculty were also given.

➤ *Description of the faculty performance evaluation system.*

Faculty performance evaluation is conducted every semester to gauge the efficiency of delivery of instruction by the faculty. They are rated based by their peers, students, supervisors and by themselves based on the following criteria:

- a. Timeliness
- b. Quantity / Efficiency
- c. Quality of Written Work
- d. Quality of Non-Written Work

The evaluation is conducted by the Guidance Counselor with the assistance of its Office Staff. Right after the conduct of the said evaluation, the results are forwarded immediately to the office of the Human Resource (HR) for consolidation. Results of the evaluation are confidential; therefore, the ratings are not reflected in this PPP. However, for verification, the files can be accessed upon request.

➤ *Description of the strategies to recognize students with exemplary performance/achievements*

Students with exemplary performance/ achievements are evaluated and recommended by the Program Chair to the Office of the Student Affairs and recognized during the recognition day set by the College.

- List of recognition/awards given to students with exemplary academic and non-academic performance/achievements

The College recognizes the superior scholastic achievement of any college student at the end of every regular term of each school year through the Dean's Honors List. This applies to regular students only. The recipient should:

1. Be officially enrolled during the term for which honors are to be earned
2. Be enrolled in and passed all the previous and current regular load of academic units specified in the curriculum.
3. No grade below 1.8 or 87% in all subjects in the current term.
4. Have no Dropped (DRP) subject during the term of evaluation.
5. Have no course still to be completed (INC) during the term of evaluation.
6. Not have been found guilty of any minor or major offense throughout the student's residence in the College.

A student included in the Dean's Honors List shall be awarded with a Certificate of Academic Proficiency for a particular term. Regular students who complete their course shall be granted with the following honors.

Honors	No grade below	Medals
Summa Cum Laude	1.4	Gold
Magna Cum Laude	1.6	Silver
Cum Laude	1.8	Bronze

1. Honor roll shall be published one (1) week before the graduation day for the graduating students.
2. Special awards may be granted to deserving students who excelled in the fields of Technology, Journalism, Performing Arts, Sports/Athletics, Community Service, Music and as an Outstanding Leader, provided these activities are initiated by the College as part of its curricular activities and to be awarded during the recognition rites.
3. Loyalty award may be granted to students who finished their studies at SSCT for eight (8) consecutive years from Secondary to College. All subjects must be taken at SSCT and shall be awarded during the recognition rites.
4. Other agencies like Jaycees, Rotary and other socio-civic and religious organizations before conferring their awards/citations to the deserving students who excelled in their conducted activities shall have prior approval from the administration.

The awards/ recognition given to students with exemplary academic and non-academic performance/ achievements are as follows:

Award/Recognition	Sponsors/Donor
ACADEMIC AWARDS	
1. Degree Courses a. Summa Cum Laude b. Magna Cum Laude c. Cum Laude	SSCT
2. Honor graduates	SSCT
3. Dean's Honor List	SSCT
NON-ACADEMIC AWARDS	
4. Leadership Award	SSCT
5. Loyalty Award	SSCT
6. Journalism Award	SSCT
7. Performance Arts Award	SSCT
8. Provincial Skolaran	City Government
9. City Scholar	City Government

Loyalty Award. This may be granted to students who finished their studies at SSCT for eight (8) consecutive years from Secondary to College. All subjects must be taken at SSCT and will be awarded during the Recognition Rites.

Leadership Award. This may be granted to those who qualify/meet the requirements/guidelines set for the said award.

Journalism Award. This may be granted to students who serve as member/s of the Editorial Board or Contributor of The Hub Publication, for at least two semesters and must have a GPA of at least 2.5 from the time he/she holds the position.

Performing Arts Award. Those who serve as members of the performing arts theater of the College.

Provincial Eskolaran. These are students who met the requirements set by the Provincial Government.

City Scholars. These are students who met the academic requirements set by the City Government.

➤ *Description of the graduates' employment pattern*

Most of the graduates after graduation are absorbed in their assigned on-the-job training in nearby municipalities like government offices, mining industries, private establishment, educational institution and other engaged in their own businesses but some find a job for one to two years span of time. For the year 2019-2021 tracer study, some students are unemployed and cannot be tracked.

PROGRAM NAME	NAME OF GRADUATE		STATUS (Employed, Unemployed, Not tracked)	NAME OF COMPANY / TYPE OF BUSINESS
	(FY 2021)			
Campus 1 (City Campus)				
BS IN ELECTRICAL ENGINEERING	1	ECOBEN, ALNIELEN NINA	Unemployed	

PROGRAM NAME	NAME OF GRADUATE		STATUS (Employed, Unemployed, Not tracked)	NAME OF COMPANY / TYPE OF BUSINESS
	(FY 2020)			
Campus 1 (City Campus)				
BS IN ELECTRICAL ENGINEERING	1	ECOBEN, ALNIELEN NINA	Unemployed	
	2	ARSENIA, JAPHET BUCTOT	Unemployed	
	3	CAMINO, MARJORIE GIBERTAS	Unemployed	
	4	DADOR, FREDIE NEIL CATADMAN	Unemployed	
	5	LIRA, KINETH JAMES JANSOR	Unemployed	
	6	ROSOS, TEOFISTO JR. MAQUINTO	Unemployed	
	7	TUGAY, KENNETH RYAN	Unemployed	

2019				
PROGRAM NAME		NAME OF GRADUATE	STATUS	NAME OF COMPANY /
		(FY 2019)	(Employed, Unemployed, Not tracked)	TYPE OF BUSINESS
Campus 1 (Name of Campus and Location)				
BS Electrical Engineering	1	ASUMEN, Gabriel G.	Not Tracked	
	2	BENEDICTO, Darriel C.	Unemployed	
	3	BOC, June Daryl G.	Not Tracked	
	4	BONILLA, Inez Erel B.	Not Tracked	
	5	CANIBEL, Roeld M.	Not Tracked	
	6	CARIAGA, Darwin L.	Not Tracked	
	7	DE GUZMAN, Nico-Lloyd F.	Not Tracked	
	8	ECOBEN, Alnielen Niña D.	Not Tracked	
	9	ELANO, Emman Carl E.	Not Tracked	
	10	GALLARDO, Christian Niel L.	Not Tracked	
	11	LABARETE, Mary-Ann S.	Not Tracked	
	12	LOBETAÑA, Jessie S.	Not Tracked	
	13	MOZAR, Bryan D.	Unemployed	
	14	OCAMPO, Junrymar B.	Not Tracked	
	15	PALEN, Junnel P.	Not Tracked	
	16	ROCOLCOL, Mike S.	Not Tracked	
	17	SANCHEZ, Raul S.	Not Tracked	
	18	TAN, Jeven Carlo R.	Not Tracked	
	19	TRAJANO, Charneil Jan	Not Tracked	

3. OUTCOMES

- *Presentation of evidence that faculty and students have commendable performance as a result of administrative support.*

The Administration is ever supportive of the faculty in their quest for excellence in engineering education by providing a conducive atmosphere for faculty for them to efficiently carry out their instruction function.

It ensures that faculty members are religiously in their respective classes as scheduled, by constantly monitoring their presence in their respective classes. For easy monitoring, an attendance in the fglms portal is maintained at each college where in the faculty are required to turn in every time that they conduct classes online. They also comply with the submission of their monthly Daily Time Record (DTR) as a requirement before they could collect their salary; consequent deductions are given for every missed hour. Those who wish to practice their profession outside the College are required to seek an approval from the Administration to assure that their classes in the College will not be sacrificed.

Whenever the faculty is on-leave, the Administration ensures that a substitute teacher is provided to the concerned class to take charge of facilitating

the learning process of the students. In the absence of the competent available teacher in the College to act as a substitute teacher, the Administration hires a part-time faculty.

To ensure those faculties are fully prepared to handle their classes, they are required to submit their updated syllabi before the start of the semester. Likewise, they are also required to submit copies of their summative examinations conducted every semester. Each faculty is allocated with three to four class preparations so that he/she would be able to provide sufficient time to prepare for each class. This also gives time for the faculty to still make himself/herself available to students for consultations/ advising/ counseling.

All faculty members are also encouraged and fully supported by the Administration to participate in faculty development programs, through seminars and the like and scholarship privileges, to further enhance their competence to handle instruction and other services. Performance of faculty is periodically evaluated through classroom visits conducted by the Dean and the Program Chair, and also through performance evaluation by students, peers, and supervisors at the end of each semester. To provide an avenue to discuss academic and relevant administrative matters, the Administration regularly calls for meetings with the faculty and staff as well as with the students. The College of Engineering and Information Technology also holds meetings for its faculty whenever important matters concerning the immediate attention and action of the College arise.

4. BEST PRACTICES

The Administration, Faculty and Students work hard in hand to make it sure the vision and mission of SSCT will be realized in due time. With this the Institution set in place administrative and fiscal policies to be able to attain what was envisioned through a strong support to students and Faculty.

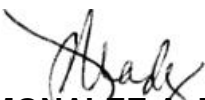
The institution has an administrative manual to outline the incentive scheme for Faculty as a reward system to promote good governance and effectiveness. Faculty ranking and promotion mechanism are in place to encourage those Faculty who are diligent to be promoted and receive higher salary grade. Students have given rewards and recognitions for every achievement on academic or non-academic activities such as honors, board exam toppers, certificates of commendation to name a few.

Faculty and Top management are required to prepare individual program commitments which detail the expectations of the Institution in order to achieve the Vision and mission. It is the commitment of the Institution to make sure the Students and Faculty are equipped to perform their jobs by providing every opportunity to receive the right trainings and seminars with appropriate financial budget.

**EXTENT of COMPLIANCE with the Team Recommendations for Area III-
Curriculum and Instruction in the last survey visit.**

AACUP RECOMMENDATIONS	ACTIONS	Extent of Compliance	Remarks
1. Involved all faculty members in the development of instructional materials for review and approval by the local instructional materials committee.	All EE Faculty already develop the instructional materials	100%	Complied
2. Include the Electrical Engineering Technology subjects in the curriculum for 1 st year to 3 rd so that the students in Electrical Engineering will qualify to take NC2 in TESDA as well as Registered Master Electrician (RME) administered by PRC.	Already included in the curriculum	100%	Complied
3. Exchange of instructional materials with other learning institution is highly recommended to expand the knowledge and skills of students.	Implemented	100%	Complied
4. Additional Faculty member of electrical engineering is highly recommended to handle major subjects.	Already hired EE faculty to handle major subjects.	100%	Complied

Prepared by:


DR. MONALEE A. DELA CERNA
Faculty

Noted by:


ENGR ROBERT R. BACARRO, MECE
Dean, CEIT