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**THE ACCREDITATION OF THE MASTER OF BUSINESS ADMINISTRATION  
PROGRAM AT THE KALINGA - APAYAO STATE COLLEGE, TABUK CITY,  
KALINGA, PHILIPPINES : AN ANALYSIS**

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**Abstract:** *Accreditation is a process for quality education in any educational institution .This study analyzed the accreditation of the Master in Business Administration program of the Institute of Graduate Studies at Kainga-Apayao State College, Tabuk City, Kalinga, Philippines.*

*Documentation, analysis was conducted to answer the first and second objectives. The analysis was validated with the documents borrowed from the Institute specifically, the result of the accreditation conducted last December 11 to 13, 2012, the summary of findings and the extent of compliance completed by the area in-charged.*

*Likewise, a structured survey questionnaire was used as the main instrument in gathering data for the third objective of this study. Identified respondents answered the said questionnaire and are validated through personal interviews, email, and cell phones.*

*The findings of this study revealed that: the result of the survey visit of the evaluators conducted last December 11-13, 2012, disclosed that in all areas, have a total grand mean of 3.07 with a descriptive rating of "Good". Of which on the study focused on the identified seven areas, a frequency of 3.48 is on Library; 3.31 mean on the area of the Faculty; Administration obtained a mean of 3.24; extension and community involvement, 3.09; curriculum and Instruction, 3.06; Physical Plant and Facilities, 3.03; and finally, Research have a total mean of 2.75. Furthermore, In accordance with the extent of compliance gathered from the documents compiled by the institute, the Institute of Graduate Studies, most likely completed a hundred percent of the recommendations cited during the preliminary survey conducted by the AACUP Team evaluators. Thus, the actions taken were all in relevance with the said suggestions for the betterment of the program of the institute.*

**Keywords:** *Quality education, MBA Accreditation, Survey Visit for College, Program Accreditation, Kalinga-Apayao State College*



## **INTRODUCTION**

Quality education in higher education can only be achieved through the implementation of accreditation requirements of programs. The success of the education industries will increasingly depend on the quality of the four functions of a College being offered. The effectiveness of the academic and non-academic staff can be measured through the outcome of the accreditation process done by the institution.

The Skills Development Act in 1988 aims to develop the skills of the labor force, wherein the graduates in Masters degree are an important part, because through increasing the investment in education and training in the labor market, skills and intellectual competencies of graduates will be amended, resulting to a positive output, especially so that the aim of the said Act is to improve the work prospects and occupational mobility of workers to promote self-employment and to improve social services. However, the most important thing is to upgrade one's qualifications for the reason that a Masters Degree can be a good foundation on which to build skills that can be taught and assimilated while on the job. Germishuys (2006) contends that in today's economy, knowledge-based work is relentlessly replacing manual work. We are thus witnessing to the dawn of perhaps the most dynamic workplace environment in the history.

Throughout the world, different countries are trying to create closer synergies between the needs and purposes of their educational training systems, the local and regional labor markets, and their national economies. This is largely a result of an international consensus which, though contested, argues that people and organizations need to embrace new skills and knowledge at regular periods in order to meet the challenges of a much more dynamic and unstable economic climate (Unwin, 2003).

Thus, every education institution's vision is to produce competent professionals; however, this also relies on the performance of the graduates who will become a part of every firm in the locality. The quality of the work that they perform reflects the quality of teaching and trainings that they undergo as their bedrock when they are still being supervised by their mentor. On the other hand, this tracer study constitutes one form of empirical study, which can be considered as a means of evaluating the results of the education and training provided in a certain institution. It brings together certain basic types of information concerning the level of employment, unemployment and underemployment among



graduated, and the correspondence between the educational qualifications and required work skills. The results of such studies can often demonstrate the success of education and training in relation to the graduates, labor market and the employers as well. The information acquired by means of this tracer survey can also indicate possible deficits in the educational program and serves as a basis for future planning purposes, both in institutional and national levels. Such that academic program might be brought more closely in line with the needs of the economy.

In Kalinga-Apayao State College, Tabuk City, Philippines its accreditation program and activities are vital in achieving higher levels of the institution, especially in meeting the requirements of a quality education and its university status. Every program in the said college are now being accredited under the AACUP. Thus, this study intends to analyse the results of the evaluation under the Association of Accreditors in the State Colleges and Universities of the Philippines (AACUP).

### **STATEMENT OF THE PROBLEMS**

The study focused on the analysis of the Master of Business Administration Degree Program of the Institute of Graduate Studies, Kalinga – Apayao State College, School years 2008 to 2013. Specifically, it sought answers to the following objectives:

1. To determine the level of accreditation of the degree program along the areas of: Faculty, Curriculum, Research, Extension, Library, Physical Facilities, and Administration;
2. To determine the strengths and weaknesses and needs of the different areas in the Master in Business Administration Program as noted by the AACUP Team evaluators in the along the identified seven (7) areas;
3. To identify the problems in the compliance of the recommendations from the AACUP Team Evaluators.

### **CONCEPTUAL FRAMEWORK**

The accreditation process involves a lengthy period of information gathering and self-assessment, for which AAHRPP provides guidance that promotes high-quality practices. Institutions can thus improve their practices on the way to accreditation. Each accreditation involves at least one site visit by a team that always includes a behavioral or social scientist when there is behavioral/social science research at the institution, Marjorie A.

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Speers,2010.This study believes that through this process it can minimize such problems in managing the education industries.

The Philippines is known to as the “Human Resource Training Institute of the Far East” because of its super education system, after ten years of schooling in both English and Filipino, student at age 18, may choose to attain one of the country’s fifty-five (55) universities. Despite its excellent primary university education system, employees continued their education and training have not been widely developed in the Philippines. Less than one third of all firms provided workers with ongoing training to improve job skills and performance. As the economy gains momentum and foreign investment increases, improving employees’ skills will become increasingly important. Global competitiveness depends on the strengths of the employees. And because of it there is an urgent need to call the attention of the government to sponsor informal education and training courses to improve the skills of the graduates, for them to become more competitive (Stone, 2005).

The rapid competition to enter and survive in a reputable job toils the need for every employee to undertake the said graduate studies program, in order for them to be more equipped and to have an edge in promoting growth. This is due because if they will not look into better opportunities they may turn to dormant, as life becomes more demanding in terms of survival.

Competition never stops, before you enter an institution and when you are in the institution competition for better opportunities for a better life is still rampant, because real life is survival of the fittest.

However, there are so many “pros and cons” in staying fit. First and foremost, the *financial constraints*, this is because not everyone can afford to continue their training for additional qualifications, even the employed once cannot all afford, especially when they have greater responsibilities for their family, somehow this is the reason why most are in a medium age when they enrolled in graduate studies. Second is the *Padrino system*. This will never be extinguished, because in today’s era, it is not usually “what you know, but whom you know”. This irritates some who are working so hard to attain a position, but eventually will turn expectations to mere disappointments just because of lack in connection with the higher ups. *Eligibility* is the third factor, as we all know not everybody are so lucky enough to



pass and acquire their eligibility, some even takes three to five times trying their luck so they can have to a better job. Next is *Work Experience*, every vacancy or opportunities somehow requires for a work experience, however fresh graduates are having a hard time employing themselves because of this, that's why more are trying their luck outside their locality or even outside the their country, just so to have an experience, try to imagine that a great percent of the graduates in Bachelor's degree were underemployed. For instance, some accountants, even applied to be a saleslady, just so to have an experience, it is a very low morale on their part. Hence, reality really speaks for itself, that experience is the best teacher as they say. Through experiences we can work better and be more competitive. Lastly, the *Distance of Work*, this is true to all, some just to have a so called work they take all the consequences, even if it means to be apart from their love ones just so to have something to meet their responsibilities. But for some, they are also thought to look for a job just near their place in order to minimize their expenses or just so they will not be departed from their love one's as Filipinos are known to be family oriented, family connected. With these five factors, indeed, entering into a job or even surviving with your job is really as tremendous as not expected, regardless of the fact that the Philippines enjoy a ninety percent literacy rate and there are three times more than the number of college graduates each year compared to the available vacancies for employment or promotion.

With these, the government is looking for some ways to cover all the graduates if not most of them, because even if there are thousands of graduates each year implications opens the "Push and Pull factors that links to the brain drain and brain gain situation of the country, where there are professionals who are looking for greener pastures outside the country rather than lending their services on their home. This is due to the competition and of course the compensation system. Yes, compensation system, everybody desires to have a better life and that is the trend today.

In accordance with the pertinent provisions of Republic Act No. 7722, otherwise known as the "Higher Education Act of 1994", and for the purpose of rationalizing Business Management Education (BME) in the country with the end in view of keeping space with the demands of the global competitiveness.



The primary concern of the Commission in the area of business and management education is in the graduates of the high educational school system. Recognizing that the field is overcrowded and that there is a need to rationalize the system, focus is then given not so much on neither the inputs nor the process but on the outputs.

The challenge is even greater for graduate school, which envision themselves to be a center for training and development, to be a provider of locally and globally competent leaders, whose professional competence, ethics and keen sense of Filipino culture could be harnessed in pushing the frontiers of knowledge and in delivering vital community services for the enhancement of the quality life in Philippine society.

The paradigm of the study used the INPUT, PROCESS, and OUTPUT (IPO) format. The first box encloses the terms of status of accreditation of the MBA program, in which under this are the seven (7) areas and these are; Administration, Faculty, Curriculum, Library, Physical Facilities, Research and Extension. Another is the profile of the MBA graduates.

The second box contains the process of passing the accreditation, such that before a said program to be accredited it needs to undergo a preliminary survey and then the level 1 accreditation

## **METHODOLOGY**

This study used the descriptive survey method with the questionnaire as the main gathering tool. This consists of a set of gathered data or information analysed, summarized, and interpreted along certain lines of thoughts based from the identified objectives of the study.

This study was conducted in the Institute of Graduate Studies of the Kalinga–Apayao State College, Bulanao, Tabuk City, Kalinga Province, Philippines. The data and information relative to the level of accreditation of the degree program were gathered through documentary analysis from the results of the accreditation.

To gather the data, the researcher employed documentary analysis of the accreditation done by the AACUP, the interview and a survey questionnaire were used to gather responses from the respondents. The data were described based on the AACUP survey description tool.



## RESULTS AND DISCUSSION

### Level of Accreditation as reflected by the AACUP survey evaluators

Table 1 presents the summary of ratings on the ten (10) areas of accreditation

AREA	WEIGHT	MEAN	WEIGHTED MEAN
Vision, Mission, goals and Objectives	----	3.62	---
Faculty	8	3.31	26.48
Curriculum and Instruction	8	3.06	24.48
Support for Students	8	2.68	21.44
Research	5	2.75	13.75
Extension and Community Involvement	4	3.09	12.36
Library	5	3.48	17.40
Physical and Plant Facilities	3	3.03	9.09
Laboratories	4	3.05	12.20
Administration	5	3.24	16.20
Overall Total	50		153.40
Grand Mean		3.07	
Descriptive Rating		Good	

It was reflected in the table that a total grand mean, among all the areas is 3.07 with a descriptive rating of good. This falls on the required criteria to pass Level I Accreditation, thus, the Institute of Graduate Studies, Master in Business Administration program was awarded a Level I Accredited effective December 16, 2012 to December 15, 2015. In all areas, Area VII comes first with a mean of 3.48 which falls into the criteria for accreditation. Second is the area of the Faculty – Area II, which is higher than the minimum grand mean needed to pass the said accreditation level. Third is Area X – Administration, this has a mean of 3.24, again, it is higher for the level status. Fourth is the Extension and Community Involvement Area (Area VI), which gained a mean of 3.09, that eventually higher than the required Mean. Fifth is Area II, the area of Curriculum and Instruction. It is seen that the mean is 3.06 that eventually higher than the minimum required criteria for the area to pass the level of accreditation. Sixth is the Physical Plant and Facilities Area – Area VIII, a mean of 3.03 was given as a rating for the said area, thus making it to pass the level survey. Lastly, the Research Area (Area V), with a mean of 2.75, still passing the minimum area mean of 2.50.

Along Area VII – Library, the mean is 3.48. This passed the criteria for accreditation, and it is definitely on the strengths pointed out by the evaluators, that the KASC Library is managed



by a licensed, educationally qualified and competent librarian. The librarian directs and supervises the total operation of the library and is responsible for the administration of its resources and services. The library adopts the open shelf system which provides the faculty members, students and other clientele greater access to the collection and services. There are written policies and procedures covering the library's internal administration and operation activities, and lastly, there is a provision of the internet services. Along these strengths are the areas needing improvement, and it is noted by the evaluators that the Library's organizational structure is not well, thus, to consider a modifying organizational structure of the library by making it more concrete and specific of its line function was suggested. Another lacking is the need for additional licensed Librarian who is an expert in all technical works of the library, hence, an additional staff, preferably a licensed Librarian who is an expert in all technical works of the library can be hired was again given as an option. There is also a need to strengthen the information dissemination on the library policies and procedures, thus, written policies and procedural manuals needs to be widely disseminated for information drive of its services through leaflets, bulletin of information, informal instruction and orientation was again suggested. The core collections of the library on its major fields of specialization needs to be constantly updated, in order for this to be implemented, there must be a regular update to strengthen the relevant books and journals on the said collections. An installation of an integrated library system to generate all the needed services to facilitate the organization of the library resources has been mentioned also to supplement the needs of the library. To make the library a wifi free zone area and provide an additional computer was also recommended to further support and enhance the research services of the library. Rearranging the library set-up and maximize the space by providing new furniture and fixtures was again given for the consideration of the college as a whole. The library was also seen as not well ventilated, thus it was suggested that an air-conditioning unit can be installed in a more conducive place for learning. An installation for an additional fire extinguisher and alarm system in the library accessible for the students and staffs was also recommended. And it was also mentioned that the linkages and networking with other institutional agencies locally and internationally must be strengthened. Along Faculty area, it garnered 3.31 mean, which makes it surpass the accreditation criteria.





### **Strengths and Weaknesses and needs of the Program as noted by the AACUP Team Evaluators**

Based on the evaluation conducted during the visit, it reflected the strengths that made the Master in Business Administration (MBA) program meets the CHED requirements in terms of faculty qualifications and composition. These are noted such as the following: it is evidenced by the highly qualified members of the faculty, dedicated and committed to the attainment of the goals and objectives of the program. The faculty members are given at most three (3) subjects to give them time to do other instruction-related activities and perform other functions. The faculty members also displayed professionalism in their performance of duties and functions.

Furthermore, relevant areas that need improvement were also highlighted during the survey. First, there are only a few faculty members who undertake research, extension and production activities, thus, more or if possible many faculty members are encouraged to do research and other scholarly works. There is also a need for faculty members to renew memberships or seek membership in organizations along their field of specialization. This is to enhance teaching competencies and also to keep abreast with trends and issues in teaching and in business. Documents presented are not properly signed by persons concerned and or officials. With this reason, it is suggested that all documents should be properly signed by persons/officials concerned before they are filed in the accreditation center. The documents also in some items are missing and some are misplaced. To avoid such stuffs, it was advised that the institute should have a committee/task force created for accreditation to strictly look into the documents before they are presented during the accreditation survey visit.

Along Area X, the Administration, it gained a mean of 3.24, which means a good impact to the accreditation of the said program, thus, the evaluators look out the following strengths embedded in the said area. First, the Board of Trustees (BOT) approved the KASC well defined organizational structure with Resolution No. 843 s.11. Secondly, the Institute of Graduate Studies (IGS) Dean possessed the requirement for the said designation. Next is the college financial management office manifested documents where specific annual budget allocations were legislated for the institute program. Performance evaluation of Graduate school faculty was also seen as regularly conducted. And lastly, more junior executives in



the administrative offices garnered a master's degree. With these strengths mentioned, some areas still need improvements, such as, one of the Vice President for Administration and Finance (VPAF) stipulated functions in the University Code is to act as the overall coordinator for the evaluation of papers for the NBC 461 and other promotion circular need review. To this effect, it was advised that the NBC 461 evaluation papers should be reviewed and coordinated by the Vice President for Academic Affairs (VPAA) in the college level while the VPAF, for its financial implementation as approved by the DBM. Another is on the designated Chairperson of the MBA program does not possess appropriate academic rank pursuant to the administrative manual, thus, the College Administrative Manual should be closely reviewed, especially in the implementation of the academic rank of its middle administrators and faculty. Downsize the qualification required for the said designations as stipulated in the Administration manual to minimize Presidential discretion in the exigency of the service. Miscellaneous and Other Operating Expenses (MOOE) budget allocation per institute is in accordance with their dwindling enrolment. Hence, as per advised, the budget allocated for IRE should be fully utilized through budget proposal requests, approved Research and Extension (RE) project proposals during the in-house reviews and increase in enrolment respectively. Supply and records, stock rooms have limited space as observed during the survey.

As such, there is a need that the supply and records, stock rooms should be expanded if funds warrant. Top management should consider additional manpower in the Supply and HRM offices. B7, F4 and 6, G3 and H1 and H2 are incomplete in the documents, hence, incomplete documents for B7, F4 and 6, G3 (e) and H1 and 2 be reflected in the next visit. Irrelevant documents (non-program related), the incomplete Civil Service Commission (CSC) Form 201 should be deleted or completed respectively. Other stakeholders' involvement in budget preparation is not that evident, thus, other stakeholders' participation in the preparation of the budget was recommended. Lastly, evidence of monitoring and evaluation scheme with regard to the development of the college is still wanting, hence, an instrument to monitor and evaluate the development plan of the college may be designed for immediate feedback was advised.

On Area VI the Extension and Community Involvement area, with an obtained mean of 3.09, passed the benchmark for the level 1 accreditation for the said program. As an outcome of



its strengths resulted from the evaluation done for the accreditation, such as, there is an indication that the faculty members are willing to take the role of service providers. Part time faculty who is holding key position in other government agencies can be a viable avenue/mechanism in the furtherance of the Institute's extension agenda. On the other hand, some areas still need for improvement, like in the area for the support for extensions, in order to nurture the involvement of faculty and students by providing them the support that they need. There is a need for the identification of partner beneficiaries. For more practical reasons, the institute may consider accessibility, and etc. as a factor for identification of partner communities. Lastly, the systems and procedures should need to have systematized/streamlined operational procedures for a more efficient and effective extension program.

In the Area of Curriculum and Instruction (Area III), it weighs a mean of 3.06, that corresponding to a passing rate for the level 1 accreditation for the said program. The said rate has been evidenced by the strengths observed with the said program. The MBA curriculum was regularly reviewed in order to respond to the needs of the profession and the industry. That the course syllabi on file are updated, synchronized and with a list of references of recent editions. The mechanisms are in place for an administrative support for instruction through the conduct of meetings, dialogues between and among administration faculty and students. It is also seen that there is a regular or periodic performance evaluation of faculty in the Graduate Studies with the involvement of peers, superiors and clientele, which is a good indication that the curriculum and instruction is very well manned. Also evident is the conducts of orientation program among graduate students to inform them of the requirements of the course and graduation requirements that paved the way for students to know by heart the essence of graduate studies. On the other side of the coin, some areas need improvement for the betterment of the curriculum and the institute as a whole. First, there is a limited participation of other stakeholders such as alumni and industry in the revision of the curriculum. With this, a recommendation for the amendment of the participation of the alumni and business practitioners in the revision or enhancement of the curriculum is advised. Second, some subjects in the MBA program have no prerequisite course, like Operations Research and Management Accounting 2. The prerequisite courses should be indicated in the curriculum like statistics for business in



Operations Research and Management Accounting 1 for Management Accounting 2. The next area that must be given attention to is that the provision in the Graduate studies Manual the format of Feasibility Study but with the submitted business plan output of the students is inconsistent on the approved format stated in the manual or handbook, thus, Feasibility Study or Business Plan of MBA students should follow the format stated in the Graduate School Manual or Handbook. Subsequently, it is also seen that there is no established linkage or consortia with other learning institution an exchange of instructional materials. Therefore, the Institute of Graduate Studies may establish linkage or consortia with other educational institutions to exchange of instructional materials. It is also seen that there is no rubrics used to evaluate student learning outcome, thus, seminars and trainings on test construction and development of rubrics may be considered as part of Faculty In-service training in the graduate school. There is also no provision in the Graduate Studies manual on validation of subjects taken by the students from other Graduate School. There is no provision in the student handbook on giving of recognition to graduating students at the Masters Level for their exemplary academic and non-academic performance. Therefore, the Institute of Graduate Studies may consider the provision of giving of awards to graduate students for their exemplary performance in academics and research. Provisions also on validation of subjects taken from other graduate schools may be considered in the Graduate Studies Manual. Another is, there are no studies conducted on the academic performance of the faculty and students. Hence, to conduct studies on the academic performance of the faculty and students and studies on innovative teaching strategies for graduate students should be widely considered. Lastly, there are some documents that are irrelevant and academic activities were not properly documented, thus, there must be an improved packaging and proper documentation of academic activities.

On the Physical Plant and Facilities Area (Area VIII), that has a mean of 3.03, has seen a very vibrant edge. The institution has an on-going infrastructure expansion project, which is crucial for its development, and the outdoor activities of the students are efficiently undertaken because of a wide open area for sports and related activities, and there are more than enough classrooms for students' use. On the other hand, some areas need improvement, such that some areas are vacant, which are not properly maintained and need improvement, with this it is advised that a better landscaping on these vacant areas



can be done to improve the view of the surroundings. Some buildings are outmoded and need for a repair, thus, a regular monitoring of the buildings can be done to secure the safety of students and employees. The space provided to various offices is more than enough relative to the needs of the staff while others like the Registrar's Office has limited space which hindered the efficient delivery of services and mobility of staffs. Hence, the institution may expand the space in the Registrar's Office for a faster mobility and efficiency in the delivery of services must be taken into consideration. It is also observed that there is no designated area for smoking inside the campus. Thereby suggested that a designated area for smoking must be determined to minimize pollution and health hazards since the vice of some individuals can no longer be stopped. The maintenance of the comfortable rooms of students is not satisfactorily maintained and comfort rooms of female and male are not separated particularly in the Student Center. Hence, a better scheme in the maintenance of the comfort rooms can be adopted as well as regular inspection to maintain its cleanliness for everyone's welfare. If possible students must have involvement with this issue. The space provided for medical and dental clinic is not sufficient to maintain an efficient delivery of services. Some crucial facilities like water source (faucet) and sink in the dental clinic are lacking. Therefore, it is suggested that the space for medical and dental clinics must be expanded for a more convenient and efficient delivery of services. Installation of faucet and sink are imperative to ensure sanitation and cleanliness, if the budgets warrant the said improvements. Lastly, a safe drinking fountain for students is lacking, thus, a provision for a drinking fountain must be taken into consideration.

At Area V, the Research area, gathered a mean of 2.75 that eventually passed the criteria for accreditation. Thus, some strengths that helped the program to pass the said accreditation encompasses a considerable portion of the college budget is appropriated for research. It is also included that some faculty of the IGS has contributed substantially in the production of the researches. In the interim, some areas still need improvement, on the research capability of students and faculty. A periodic research colloquium among faculty and students help in the identification of research topics/problems that can be pursued. An involvement of faculty members in research is needed, thus, other members of the graduate studies faculty need to help in the generation of more research output as this is one of the hallmarks of advanced education. Lastly, on the financial transparency, there may



be a need for more transparency on the actual allotment of research in order to enhance participation among the faculty.

### **Problems identified in the Compliance of the Recommendations from the AACUP Team Evaluators**

Based from interviews conducted from the teachers who are the workforce of the Accreditation Team, these are some of the identified problems:

1. Limited number of faculty who are teaching in the MBA Program;
2. Few involvement of faculty in the conduct of Business Researches;
3. Few faculty research output and innovations;
4. Limited ICT facilities
5. Slow retrieval of relevant documents

There are a few faculty of the MBA program due to the qualified applicants, and so, there are also a few who are involved faculty researches, and it follows that there is a limited research output and innovations. It was noted that one of the problems is availability of ICT facilities during accreditation, this is there is no separate accreditation facilities to be used when the need arises. The school cannot afford to provide because the school is a government operated which is not self sufficient when it comes to facilities.

### **FINDINGS**

In view of the results gathered from the result of the survey visit of the evaluators conducted last December 11-13, 2012, disclosed that in all areas, have a total grand mean of 3.07 with a descriptive rating of "Good". Of which on the study focused on the identified seven areas, a frequency of 3.48 is on Library; 3.31 mean on the area of the Faculty; Administration obtained a mean of 3.24; extension and community involvement, 3.09; curriculum and Instruction, 3.06; Physical Plant and Facilities, 3.03; and finally, Research have a total mean of 2.75.

In accordance with the extent of compliance gathered from the documents compiled by the institute, the Institute of Graduate Studies, most likely completed a hundred percent of the recommendations cited during the preliminary survey conducted by the evaluators. Thus, the actions taken were all in relevance with the said suggestions for the betterment of the program of the institute.



In the compliance with AACUP Recommendations, there are some problems identified, such as :Limited number of faculty who are teaching in the MBA Program; Few involvement of faculty in the conduct of Business Researches; Few faculty research output and innovations; Limited ICT facilities, Slow retrieval of relevant documents from the different sources. Thus, the compliance of the accreditation is described as somewhat difficult to comply.

## **CONCLUSIONS**

Considering the findings and results of the study, the following conclusions were derived.

The accreditation conducted last December 11-13, 2012, in the Master in Business Administration program of the IGS, apparently passed the evaluation, and is awarded Level I Accredited effective December 16, 2012 until December 15, 2015.

The extent of compliance conducted by the Institute of Graduate Studies showed that the Institute of Graduate Studies, had most likely completed all the recommendation given by the evaluators last 2012, whereas, some were already complied hundred percent for the current year.

The compliance of the accreditation is described as somewhat difficult to comply.

## **RECOMMENDATIONS**

Based from the findings and conclusions, the following insights are recommended:

The recommendations of the evaluators for the Level I accreditation should be well implemented and actualized for the Institute to be ready for the next accreditation that will be conducted on December 15, 2015.

Consistent with the recommendation of the previous accrediting body, this study recommends the acquisition either by purchase or donation needed books or materials for the library and a need to employ an additional librarian to further cater the needs of the students.

There is a need to forge stronger linkages between the graduate school and the world of work, private and state-run schools and the business and industry sector in the case of the MBA program. This strategy is necessary in identifying the competency requirements as well as the emerging needs, issues and trends in business industries and other user factors. There is a need to secure and file relevant documents in the office specifically, those that



are highly needed for the compliance with the recommendations given by the AACUP Team Evaluators.

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