



Republic of the Philippines
IFUGAO STATE UNIVERSITY
Nayon, Lamut, Ifugao

MEMORANDUM NO. 71, s. 2015

TO : All Vice Presidents, Campus Directors, College Deans, Program Chairpersons, Department Directors and other Members of the Administrative Council
This University

FROM : SERAFIN L. NGOHAYON, Ph.D.
University President

SUBJECT : University Medium Term Plan Review and Strategic Planning

DATE : December 2, 2015

1. As we prepare to embark on the remaining two (2) years of the IFSU Four-Year Development Plan 2014-2017 under the incumbent leadership, there is a need to conduct a medium term plan review and strategic planning to know the gains and pains during the first 2 years of implementation of the Plan covering the periods 2014 & 2015. This is needed to know where our institution stands in relation to its planned programs, projects and activities and the attainment of targets as per major final outputs (MFO's) set for IFSU by the government and Key Performance Indicators set by the Inter-agency Task Force for PBB and set strategic plan (direction/ goals and strategies) to ensure the success of the IFSU 4-year Development Plan by the end of 2017.
2. In relation thereto, a Development Plan Task Force and Planning Secretariat led by the Director of the Department of Planning and Information Management was created and tasked to conduct, facilitate and lead a Mid-Plan Review and Strategic Planning to attain the objectives aforesated;
3. Thus, the Development Plan Task Force and Planning Secretariat scheduled a University Strategic Planning Workshop on December 10-11, 2015 at the IFSU Review Centre with the hope that outputs can be consolidated in time for presentation to the ADCO Meeting on December 15 and 4th Quarter Board of Regents Meeting on December 18, 2015, respectively.
4. Major activities during said Strategic Planning includes the following:
 - a. Midterm assessment of the first 2-year implementation of the IFSU Four-Year Development Plan 2014-2017;
 - Review of the VMGOs, Guiding Principles and Core Values
 - Accomplishments vis-à-vis Targets
 - o Organizational Outcomes
 - o MFOs/STO/GASS
 - o PPAs
 - b. Presentation of the proposed IFSU Planning Framework;
 - c. SWOT analysis, Establishing Objectives and Identification of PPAs

- Presentation of facts gathered by the Planning Secretariat for SWOT analysis
 - Workshop 1: SWOT analysis, Objectives-Setting, and Identification of PPAs
 - o Group A: Instruction
 - MFO 1 (Higher Education Services)
 - MFO 4 (Advanced Education Services)
 - STO (Academic-related Services – QAO, NSTP, PE & Sports, Library, Registrar and Admission, DSSD)
 - o Group B: RDET
 - MFO 2 (Research Services)
 - MFO 3 (Extension Services)
 - o Group C: General Administration and Support Services
 - IGP
 - Finance, Administrative Unit, Planning & Information Management, and General Services
 - Office of the President, Board/Univ. Secretary, Internal Audit Services, Infra and Site Development, NBC Zonal Center, Socio-Cultural Affairs, GAD, GIAHS, IFOEC, CCC-IRAM & Bio-organic Research, Production and Commercialisation Centre.
 - d. Workshop 2: Identifying performance indicators to monitor and evaluate success or performance
 - e. Workshop 3: Re-setting of targets for FY 2016 and 2017 by thrust/MFO, by campus and by office/dept/college
3. To arrive at a well-prepared updated Plan, the following officials are required to attend and participate in the 2 days planning workshop on December 10-11, 2015:
- Vice Presidents, Campus Directors, College Deans, Program Chairpersons, Department Directors, Directors of RDE Centers in the University (NBC 461, GAD, GIAHS, IFOEC, CCC-IRAM, etc)
 - Campus Directors and Deans may bring along with them their Coordinators for Research and Extension
 - Managers of Income Generating Projects
 - Section Heads of administrative units in the campuses (including section heads in the Office of the President)
4. ADCO members are hereby tasked to submit and confirm the participation of officials described in No. 3 for the needed administrative preparations of the secretariat. For easier coordination, contact the Department of Planning and Information Management or the following members of the planning secretariat not later than December 7, 2015:
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| Main Campus | : Blezel Grace Delacuesta |
| Potia Campus | : Roger Tamargo |
| Lagawe Campus | : Renee Chang-a |
| Tinoc Campus | : Katrina Buhang |
| Aguinaldo Campus | : Menard Bongayon |
| Hapao Campus | : Michelle Bannawol |
5. For your guidance and compliance, and widest dissemination to all concerned.