

Disability Support Services

1. Organizational Chart highlighting Support Services for Persons with Disability
2. Plan of Action for Student Services on Persons with Disability

Organizational Chart highlighting Support Services for Persons with Disability



OFFICE OF STUDENT SERVICES FUNCTIONAL CHART

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as of November 6, 2023

FELIPE SALAING COMILA
University President

SAMUEL SALAY POLIDEN
Vice President for Academic Affairs

ANGELI T. AUSTRIA
Director

University Health Services
University Library and Information Services
Admissions Office
Culture and Arts Programs
Sports and Development
Social and Community Involvement Programs
Safety and Security Services
Food Services

Director's Office

DEO ANTHONY C. DARIT
Administrative Aide IV, OSS

MARY JANE PADON
Building Maintenance

SARAH M PALAW-AY
Office Head, Student Wellness Services

GCU
ANGELI T. AUSTRIA
Guidance Coordinator
Unit Head, GCU

FAY ANN P. FARANGAN
KHALELA ANN D. CACHO
JHIMELY J. KIWAS
Guidance Counselor I

VERLYN RIZZA G. BUL-LONG
DEBBIE HER C. PACITENG
JOBETH S. PUGONG
Youth Development Assistant

FAITH ERICKA T. GOSE
Administrative Aide IV, GCU

SSN PWD Services
ANGELI T. AUSTRIA
Focal Person

DECIMAE D. GAYASO
Coordinator, Students with
Special Need and Person with
Disabilities

IOS Services
AGNES KRYZA H. SITO
Focal Person

CASSIDY V. MANICAOA
Coordinator, Information and
Orientation Services

Appraisal Services
FAY ANN P. FARANGAN
Focal Person

JENNY D. AGADAN
Administrative Aide VI /
Psychometrician

TMDU
JENNY D. AGADAN
Administrative Aide VI /
Psychometrician

JOHN VINCENT B. ESPINOSA
JOY ERICA T. TERO
YANA SENY M. ISICAN
Test Technician

RAMON C. FIANGAAN JR.
Coordinator, Vocational and
Placement Unit

Student Housing Unit

EDNA B. DELMAS
Dorm Manager II,
Ladies' Dormitory

VACANT
Administrative Aide IV

NELSON A. POLITCHAY
Dorm Manager I,
Men's Dormitory

EDITHA A. GRANDE
Office Head, Student Development Services

SSGU
OLGA B. BETUDIO
Unit Head, Student Scholarship
and Grants Unit

VANNESSA D. VELANO
Administrative Aide VI

JOSIAH FLEMING S. BUTAG
CHRISTIAN A. BESTRE
Administrative Aide IV

JOAN B. CALINAO
Administrative Aide IV, SDS

SOAU
AGNES KRYZA SITO
Unit Head, Student Organization
and Activities Unit

MARILOU O. CALAWEN
Coordinator, International Students

VANESSA B. BUENAVISTA
Coordinator, Economic Enterprise

SDU
EDITHA A. GRANDE
Unit Head, Student and
Discipline Unit

SSN PWD Services

ANGELI T. AUSTRIA

Focal Person

DECIMAE D. GAYASO

Coordinator, Students with
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Republic of the Philippines
Benguet State University
OFFICE OF STUDENT SERVICES
La Trinidad, Benguet



GUIDANCE AND COUNSELING UNIT
STUDENT WELLNESS SERVICES

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STUDENTS WITH SPECIAL NEEDS AND PERSONS WITH DISABILITIES SCHOOL YEAR 2021-2022

I. RATIONALE

The Student Parents in their pursuit for higher education is tantamount to challenges. Their academic activities are intertwined with parent duties. Therefore, being a student parent imposes a deeper sense of responsibility in their quest of a better future for themselves and their child. The PWDs on the other hand share equal heap of challenges. Despite laws enacted by the government that PWDs be integrated into the mainstream of society, oftentimes, they still face prejudice from other people. To address these prevailing issues, BSU as an international university has adapted inclusive education to cater all individuals with special needs and disabilities, the student parents and PWDs included.

In response to CHED Memorandum Order (CMO) No. 09, Series of 2013 on Enhanced Policies and Guidelines on Student Affairs and Services, programs and activities are designed to provide equal opportunities to PWDs and learners with special needs as stated in Article IX Section 32. Taking part of the responsibility, the Office of Student Services (OSS) through the Students with Special Needs and Persons with Disabilities Unit (SSN/PWDU) and in partnership with the Guidance and Counseling Unit (GCU) create life skill trainings and essential programs to identified SSN and PWDs. In implementing these programs and activities, the SSN/PWD unit is guided by the indigenized approach of GCU, "Tumulong ken TumarabayKanyamKabsat" or TuTuKK. Hence, TuTuKK Danggayon was launched in 2018. The term **Danggayon** means "to accompany sympathize or even empathize". This program is specially designed for Students with Special Needs such as persons with disabilities, student parents, and solo parents. The said approach will help guide the unit in catering to the evolving and timely needs of the students with special needs and persons with disabilities throughout their stay in the university.

II. GENERAL OBJECTIVES

The various programs and activities aim to create opportunities in promoting a barrier-free environment to all SSN and PWDs. Most specifically to:

1. To strengthen the support system of all members;
2. Provide life skills training that promotes self-esteem and self-growth;
3. Develop their social and communication skills within and outside the university;
4. Empower the participants through various webinars/trainings;
5. Enable them become advocates for other persons with disabilities and student parents.

NOTE:
**Proof of Implementation
of Activities are included
in the exhibits in 10.6.6**



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III. ACTION PLAN

Objectives	Programs/Strategies/Activities	Target Clients	Time Frame	Personnel Involved	Resources Needed	Accomplishment Indicator's
1. To gather personal experiences of PWDs and Student Parents; 2. To update the database of PWDs and Student Parents	<ul style="list-style-type: none"> ✓ Conduct interviews to PWDs and Student Parents via online and face-to-face ✓ Fill out Voluntary Disclosure Form for PWDs and Student Parents 	PWDs Student Parents	August-September 2021 January-February 2022	<ul style="list-style-type: none"> ✓ SSN/PWD Coordinator ✓ Focal, SSN 	<ul style="list-style-type: none"> ✓ Voluntary Disclosure Form ✓ Interview guide ✓ Client Information Form (CIF) 	<ul style="list-style-type: none"> ✓ Updated database of identified PWD students and Student Parents ✓ Accomplished Voluntary Disclosure Forms and CIF
1. To aid SSN via counselling and life-coaching 2. To impart life teachings beneficial to SSN October: Mental Health Month	<p style="text-align: center;">TuTuKK Kalinga</p> <ul style="list-style-type: none"> ✓ Conduct of group guidance ✓ Refer SSN/PWDs for counselling for personal concerns, marriage counselling, etc. ✓ Conduct of online testing on the Needs Assessment to SSN/PWDs in coordination with testing unit. 	PWDs Student Parents	August 2021-October 2022	<ul style="list-style-type: none"> ✓ SSN/PWD Coordinator ✓ Focal, SSN ✓ Psychometrician ✓ Guidance Counselors ✓ Guidance Coordinator 	<ul style="list-style-type: none"> ✓ Referral Slip ✓ Printer ink 	<ul style="list-style-type: none"> ✓ Consolidated referrals from online and offline ✓ Updated database of referred students
1. Develop life skills training for self-growth and self-worth 2. Increase self-reliance by equipping SSN/PWD with skills.	<p style="text-align: center;">Life Skills Training through TuTuKK Danggayan and TuTuKK programs of GCU:</p> <ul style="list-style-type: none"> ✓ Group Guidance : Family Planning 	PWDs Student Parents	September 2021-December 2021 February 2022- April 2022	<ul style="list-style-type: none"> ✓ SSN/PWD Coordinator ✓ IOS Coordinator ✓ Focal, SSN ✓ Guidance Counselors ✓ Guidance Coordinator 	<ul style="list-style-type: none"> ✓ Bond paper ✓ Printer Ink 	<ul style="list-style-type: none"> ✓ Photo Documentation ✓ Book bound Activity Accomplishment Reports



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<p>3.To inspire and empower the participants.</p>	<ul style="list-style-type: none"> ✓ Webinar: Understanding Sexual Drives and Relationships ✓ Financial training/Livelihood trainings/webinars in coordination with MSWD ✓ Mental Health activities 			<ul style="list-style-type: none"> ✓ Youth Development Assistants 		
<p>1.To promote the well-being and rights of the PWDs 2.To raise awareness on the plights of PWDs and encourage the school community to promote equality International Day of Persons with Disabilities (Every 3rd of December)</p>	<p>TuTuKK Danggayan</p> <ul style="list-style-type: none"> ✓ Disability Sensitivity Awareness Webinar ✓ Put-up posters depicting the theme for International Day of Disabled Persons 	<p>PWDs Interested Students and Teachers</p>	<p>December 2021 December 2022</p>	<ul style="list-style-type: none"> ✓ SSN/PWD Coordinator ✓ Focal, SSN ✓ Youth Development Assistants ✓ IOS Coordinator ✓ Guidance Coordinator ✓ Resource Speaker 	<ul style="list-style-type: none"> ✓ Laptop ✓ Budgetary Requirements ✓ Token for the speaker 	<ul style="list-style-type: none"> ✓ Book bound Activity Accomplishment report ✓ Photo Documentation
<p>1.To inspire and empower the student parents 2.To learn how to cope with stress on having a dual role National Women's Month</p>	<p>TuTuKK Danggayan: Batang Ina at Ama: Hamon ng Mabibigat na Responsibilidad</p> <ul style="list-style-type: none"> ✓ Program/Activity for Solo Parents. ✓ Conduct inspirational talk 	<p>Student Mothers</p>	<p>October 2021 March 2022</p>	<ul style="list-style-type: none"> ✓ SSN/PWD Coordinator ✓ Focal, SSN ✓ Guidance Coordinator ✓ Resource Speaker ✓ YDA 	<ul style="list-style-type: none"> ✓ Printer ink ✓ Token for the speaker 	<ul style="list-style-type: none"> ✓ Book bound Activity Accomplishment Report ✓ Photo Documentation



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<p>1 To utilize data gathered from SSN/PWDs in crafting a more responsive program 2. To keep an updated database of SSN/PWDs</p>	<p>✓ Collate suggested activities/trainings from webinars attended ✓ Regularly update the PWDs and SSN database</p>		<p>August 2021- December 2022</p>	<p>✓ SSN/PWD Coordinator</p>	<p>✓ Printer ink ✓ Online data from google drive ✓ Voluntary Disclosure Form</p>	<p>✓ Consolidated suggested activities ✓ Updated database of SSN and PWDs</p>
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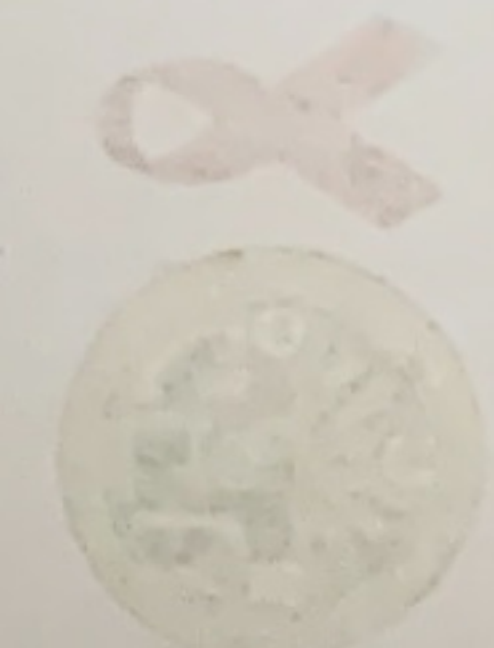
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STUDENTS WITH SPECIAL NEEDS SCHOOL YEAR 2023-2024

I. RATIONALE

Inclusive education is a fundamental pillar of modern society, aiming to provide equal opportunities and access to education for all individuals, regardless of their abilities or disabilities. The Philippines, like many other nations, has recognized the importance of ensuring the rights of students with special needs in its universities. This essay explores the significance of discussing the laws pertaining to the rights of students with special needs in Philippine universities, highlighting the impact of such activities on education, inclusivity, and societal progress. Advocacy efforts help in fostering an inclusive educational environment where students with special needs feel valued and empowered. Engaging in discussions about their rights not only ensures their educational needs are met but also promotes an atmosphere of acceptance and understanding among the entire university community.

Philippine universities are governed by various laws and regulations, including the Magna Carta for Disabled Persons (Republic Act No. 7277) and the Universal Access to Quality Tertiary Education Act (Republic Act No. 10931). Discussing these laws empowers stakeholders to hold institutions accountable for providing reasonable accommodations and support services to students with special needs. Programs and activities are meant to provide equal opportunities to PWDs and learners with special needs in response to CHED Memorandum Order (CMO) No. 09, Series of 2013 on Enhanced Policies and Guidelines on Student Affairs and Services, as stated in Article IX Section 32. The Office of Student Services (OSS), in collaboration with the Guidance and Counseling Unit (GCU), develops life skill trainings and critical programs for recognized SSN and PWDs. The SSN/PWD unit is guided in implementing these programs and activities by GCU's indigenous approach, "Tumulong ken TumarabayKanyamKabsat" or TuTuKK. As a result, TuTuKK Danggayán was released in 2018. Danggayán means "to accompany, sympathize, or even empathize." This curriculum is specifically developed for Students with Special Needs, such as those with impairments, student parents, and single parents. The aforementioned strategy will assist the unit in catering to the changing and timely demands of students with special needs and persons with disabilities during their time at the university.

II. GENERAL OBJECTIVES

The various programs and activities aims to create opportunities in promoting a barrier-free environment to all SSN and PWDs. Most specifically to:

1. To provide a safe space and inclusive community of support for the SSN/PWD members;
2. Provide life skills training that promotes self-esteem and self-growth;
3. Develop their social and communication skills within and outside the university;
4. Empower the participants through various webinars/trainings;
5. Enable them become advocates for other persons with disabilities and student parents.

III. ACTION PLAN



Objectives	Programs/Strategies/Activities	Target Clients	Time Frame	Personnel Involved	Resources Needed	Accomplishment Indicators
1. To gather personal experiences of PWDs and Student Parents; 2. To update the database of PWDs and Student Parents	<ul style="list-style-type: none"> ✓ Conduct interviews to PWDs and Student Parents via online and face-to-face ✓ Fill out Voluntary Disclosure Form for PWDs and Student Parents 	PWDs Student Parents	August-September 2023 January-February 2024	<ul style="list-style-type: none"> ✓ SSN/PWD Coordinator ✓ Focal, SSN 	<ul style="list-style-type: none"> ✓ Voluntary Disclosure Form ✓ Interview guide ✓ Client Information Form (CIF) 	<ul style="list-style-type: none"> ✓ Updated database of identified PWD students and Student Parents ✓ Accomplished Voluntary Disclosure Forms and CIF
1. To recognize leaders of the SSN/PWD 2. To organize and build a structure for the group. September: Suicide Prevention Awareness Month	TuTuKK Danggayan: <ul style="list-style-type: none"> ✓ Conduct of group guidance ✓ Refer SSN/PWDs for counselling for personal concerns, marriage counselling, etc. ✓ Conduct MSE and Needs Assessment to SSN/PWDs 	PWDs Student Parents	September 2023	<ul style="list-style-type: none"> ✓ SSN/PWD Coordinator ✓ Youth Development Assistants (YDA) ✓ Guidance Counselors ✓ Admin Aide GCU 	<ul style="list-style-type: none"> ✓ Needs Assessment Form ✓ PHQ 	Training Needs Analysis Officers of SSN/PWD Photo documentation/ Accomplishment Report
1. To raise awareness on the risks and importance of relationship management 2. To enhance the skills of the members in differentiating a healthy and unhealthy type of relationships October: Mental Health Awareness Month	<ul style="list-style-type: none"> ✓ <i>TuTuKK Danggayan</i>: The Significance of Understanding Healthy Relationship Management in Filipino Teens and Adolescents. 	PWDs Student Parents Dormitorians BSU Students	October 2023	<ul style="list-style-type: none"> ✓ SSN/PWD Coordinator ✓ Youth Development Assistants (YDA) ✓ Guidance Counselors ✓ Admin Aide GCU 	<ul style="list-style-type: none"> ✓ Laptop ✓ Bond Paper ✓ Printer ✓ Ink 	Accomplishment Report/ Photo Documentation
1. Gain valuable knowledge about the laws that govern their rights	<ul style="list-style-type: none"> ✓ <i>TuTuKK Danggayan</i>: Empowering Students with Special Needs and Persons with Disabilities: Understanding the Laws That 	PWDs Student Parents	December 2023	<ul style="list-style-type: none"> ✓ SSN/PWD Coordinator ✓ Guidance Coordinator 	<ul style="list-style-type: none"> ✓ Laptop ✓ Bond Paper ✓ Printer ✓ Ink 	Accomplishment Report/ Photo Documentation



<p>2. Enhance their skills as students in coping with the additional environmental and societal pressure brought about by their academics and social responsibilities as well as perceived and existing disabilities.</p> <p>International Day of Persons with Disabilities: Every 3rd of December</p>	<p>Safeguard Their Rights in the Philippines.</p>			<ul style="list-style-type: none"> ✓ Youth Development Assistants (YDA) ✓ Guidance Counselors ✓ Admin Aide GCU 		
<ol style="list-style-type: none"> 1. Gain valuable knowledge about relationships and to be fully self-aware of individuation in a healthy relationship 2. Enhance and foster their skills of identifying red flags in a relationship 	<p>✓ TuTuKK Danggayon: Interplay of Hormones: Risks and Dangers Young Love</p>	<p>PWDs Student Parents BSU Students</p>	<p>February 2024</p>	<ul style="list-style-type: none"> ✓ SSN/PWD Coordinator ✓ Youth Development Assistants (YDA) ✓ Guidance Counselors ✓ Admin Aide GCU 	<ul style="list-style-type: none"> ✓ Laptop ✓ Bond Paper ✓ Printer ✓ Ink 	<p>Accomplishment Report/ Photo Documentation</p>
<ol style="list-style-type: none"> 1. To gain valuable knowledge about the risks of teenage pregnancy 2. To raise awareness of the dangers of pre-marital sex 	<p>✓ TutuKK Danggayon: Risks of Pre-marital sex and the Implications of Teenage Pregnancy to Young Mothers</p>	<p>PWDs Student Parents BSU Students</p>	<p>March 2024</p>	<ul style="list-style-type: none"> ✓ SSN/PWD Coordinator ✓ Youth Development Assistants (YDA) ✓ Guidance Counselors ✓ Admin Aide GCU 	<ul style="list-style-type: none"> ✓ Laptop ✓ Bond Paper ✓ Printer ✓ Ink 	<p>Accomplishment Report/ Photo Documentation</p>
<ol style="list-style-type: none"> 1. Develop life skills training for self-growth and self-worth 	<p>✓ TuTuKK Danggayon: Sustainable Livelihood for Economic Stability</p>	<p>PWDs Student Parents</p>	<p>July 2023-December 2024</p>	<ul style="list-style-type: none"> ✓ SSN/PWD Coordinator 	<ul style="list-style-type: none"> ✓ Laptop ✓ Bond Paper ✓ Printer 	<p>Accomplishment Report/ Photo Documentation</p>



2. Increase self-reliance by equipping SSN/PWD with skills 3. To inspire and empower the student parents					✓ Ink	
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