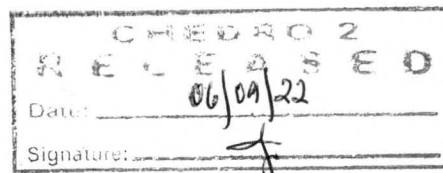Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION
Region 02

REGIONAL MEMORANDUM
No. 182, series of 2022

FOR : **ALL PRESIDENTS/HEADS/OFFICERS-IN-CHARGE OF PUBLIC AND PRIVATE HIGHER EDUCATION INSTITUTIONS IN REGION 02**

SUBJECT : **REVISIONS ON THE INTERNATIONALIZATION SCOPING INSTRUMENT FOR THE PHILIPPINE HIGHER EDUCATION SECTOR**

DATE : **JUNE 9, 2022**

Attached for the information and guidance of all concerned is a PDF copy of the updated version of the Internationalization Scoping Instrument for the Philippine Higher Education Sector, in relation to the discussions during the Orientation-Workshop on Internationalization Scoping for Higher Education Institutions (HEIs) in Region 2 held on June 7, 2022. The following summarizes the revisions, for your reference:

- Additional reminders have been included in the questionnaire introduction: "For institutions with multiple campuses located in one region, please answer once for your group of campuses. For institutions with campuses located in various regions, kindly have one input per regional campus or group of campuses."
- For Part I's Q5, the choices are now Level I, II, III, and IV, along with an N/A option.
- Respondents can now select up to three niches/areas of specialization for Part I's Q8-10. They will now have to answer three sets of follow up questions corresponding to each niche they ticked. If respondents only wish to pick one (1) niche area and their answer to Q8 and its follow-up questions are sufficient, they can select "Not Applicable" in Q9 and Q10 as well as their respective follow-up questions.
- Under Part III-B, "Number of Full-time Faculty Scholars (Inbound)" has been added. This was part of the original questionnaire, but was overlooked when transferring the questions into the online form.
- Under Part III-C, Q13 has been added for respondents to key-in international rankings achieved by their institution. This was also part of the original questionnaire.

The Office hereby reminds HEIs to accomplish **not later than 11:59PM of June 15, 2022** the survey found at the URL **bit.ly/IZNScopingSurveyForm**. HEIs may edit their initial responses by reverting to the Form Receipt sent to the email address used to answer the survey. The "Edit Response" button will take the user back to the form. For inquiries, you may call Ms. Charmae Brutas, Regional Statistical Focal Officer, at mobile numbers 0917 118 6381.

ATTY. MARCO CICERO F. DOMINGO
OIC-Director IV

Encl.: as stated

:drd/2022.0609a | RM 182 - Revisions on the IZN Scoping Instrument

Form Title: **INTERNATIONALIZATION SCOPING FOR THE PHILIPPINE HIGHER EDUCATION SECTOR**

Form Description: In the past decade, there has been considerable growth and expansion in the Philippine higher education sector's collective wealth of knowledge, experience, and expertise in the field of internationalization. Through this initiative, we hope to paint a clearer picture showing the extent of internationalization in the sector, and identify gaps and needs that need to be addressed given today's disruptions and emerging challenges.

The core of this instrument is based on the American Council on Education's (ACE) Mapping Internationalization on US Campuses survey, expanded with questions that respond to our local context and needs. This form will ask respondents to provide extensive information on their institution's profile, internationalization experience and priorities, commitment and resources for international initiatives, and mobility data for the last five years.

For institutions with multiple campuses located in one region, please answer once for your group of campuses. For institutions with campuses located in various regions, kindly have one input per regional campus or group of campuses.

For questions and/or concerns regarding this online form, you may reach the CHED International Affairs Staff at ias@ched.gov.ph.

PART I – INSTITUTIONAL PROFILE AND BASIC INTERNATIONALIZATION THRUSTS	
1. Name of Institution	Short answer text
2. Official Address	Short answer text
3. HEI Type ( ) Private ( ) Sectarian ( ) Non-Sectarian ( ) Non-Stock, Non-Profit ( ) For Profit ( ) State University/College – Main ( ) State University/College – Satellite ( ) Local College/University ( ) Others (Other Government Schools, Special HEIs, etc.)	Checkboxes; Tick all that apply.
4. Region ( ) Cordillera Administrative Region (CAR) ( ) Region I ( ) Region II ( ) Region III ( ) Region IV ( ) MIMAROPA ( ) National Capital Region (NCR) ( ) Region V ( ) Region VI	Dropdown; Select one only.

( ) Region VII ( ) Region VIII ( ) Region IX ( ) Region X ( ) Region XI ( ) Region XII ( ) Caraga ( ) Bangsamoro Autonomous Region of Muslim Mindanao (BARMM)	
5. For SUCs, what is your SUC Level? ( ) Level IV ( ) Level III ( ) Level II ( ) Level I ( ) Not Applicable	Multiple choice; Select one only.
6. For private HEIs, are you... ( ) Autonomous ( ) Deregulated ( ) Regulated ( ) Not applicable	Multiple choice; Select one only.

7. Does your institution have:
   7.1   Institutional Accreditation (ISA, AUN, etc.)
       ( ) Yes
       ( ) No
   7.2   Program Accreditation (ABET, AUN-QA, etc.)
       ( ) Yes
       ( ) No
	Multiple choice; Select one only.

8-A. NICHE AREA 1: Which of the following discipline groups do your institution's niche/area of specialization belong to? Please select one only. Note that "niche", in this case, refers to a flagship or priority program which your institution wishes to be known for. ( ) Agriculture, Forestry, Fisheries ( ) Architecture and Town Planning ( ) Business Administration and Related Fields ( ) Education Science and Teacher Training ( ) Engineering and Technology ( ) Fine and Applied Arts ( ) General ( ) Home Economics ( ) Humanities ( ) IT-Related Disciplines	Dropdown; Select one only.

( ) Law and Jurisprudence ( ) Maritime ( ) Mass Communication and Documentation ( ) Mathematics ( ) Medical and Allied Fields ( ) Natural Science ( ) Religion and Theology ( ) Service Trades ( ) Social and Behavioral Sciences ( ) Trade, Craft, and Industrial ( ) Other Discipline/s:_____	
8-B. NICHE AREA 1: Does your institution's niche field align with your mandate? ( ) Yes ( ) No	Multiple choice; Select one only.
8-C. NICHE AREA 1: Do you have faculty experts (with PhD and published works) in this field? ( ) Yes ( ) No	Multiple choice; Select one only.
8-D. NICHE AREA 1: Do you have international program recognitions in this field? ( ) Yes ( ) No	Multiple choice; Select one only.
8-E. NICHE AREA 1: How many researches has your institution published in this field in the last five (5) years? ( ) 1-25 ( ) 26-50 ( ) 51-75 ( ) 76-100 ( ) Above 100	Multiple choice; Select one only.
8-F. NICHE AREA 1: Do you have an internationalized curriculum for this field that makes use of any of the following modes of transnational higher education (TNHE)? Select all that apply. ( ) Academic Franchising ( ) Articulation ( ) Branch Campus ( ) International Branch Campus ( ) Joint Degree ( ) Double Degree ( ) Online, Blended, and Distance Learning ( ) Open Distance Learning (ODL) ( ) TNHE Offshore Institution ( ) Twinning Arrangements ( ) Validation	Checkboxes; Tick all that apply.

Question	Answer Type
9-A. NICHE AREA 2: Which of the following discipline groups do your institution's niche/area of specialization belong to? Please select one only. Pick "Not Applicable" if you only wish to submit one niche field and your answer to Q8 is sufficient. Note that "niche", in this case, refers to a flagship or priority program which your institution wishes to be known for. *Same choices as with Q8 with the addition of "Not Applicable".*	Dropdown; Select one only.
9-B. NICHE AREA 2: Does your institution's niche field align with your mandate? *Same choices as with Q8 with the addition of "Not Applicable".*	Multiple choice; Select one only.
9-C. NICHE AREA 2: Do you have faculty experts (with PhD and published works) in this field? *Same choices as with Q8 with the addition of "Not Applicable".*	Multiple choice; Select one only.
9-D. NICHE AREA 2: Do you have international program recognitions in this field? *Same choices as with Q8 with the addition of "Not Applicable".*	Multiple choice; Select one only.
9-E. NICHE AREA 2: How many researches has your institution published in this field in the last five (5) years? *Same choices as with Q8 with the addition of "Not Applicable".*	Multiple choice; Select one only.
9-F. NICHE AREA 2: Do you have an internationalized curriculum for this field that makes use of any of the following modes of transnational higher education (TNHE)? Select all that apply. *Same choices as with Q8 with the addition of "Not Applicable".*	Checkboxes; Tick all that apply.
10-A. NICHE AREA 3: Which of the following discipline groups do your institution's niche/area of specialization belong to? Please select one only. Pick "Not Applicable" if you only wish to submit one niche field and your answer to Q8 is sufficient. Note that "niche", in this case, refers to a flagship or priority program which your institution wishes to be known for. *Same choices as with Q8 with the addition of "Not Applicable".*	Dropdown; Select one only.
10-B. NICHE AREA 3: Does your institution's niche field align with your mandate? *Same choices as with Q8 with the addition of "Not Applicable".*	Multiple choice; Select one only.
10-C. NICHE AREA 3: Do you have faculty experts (with PhD and published works) in this field? *Same choices as with Q8 with the addition of "Not Applicable".*	Multiple choice; Select one only.
10-D. NICHE AREA 3: Do you have international program recognitions in this field? *Same choices as with Q8 with the addition of "Not Applicable".*	Multiple choice; Select one only.
10-E. NICHE AREA 3: How many researches has your institution published in this field in the last five (5) years? *Same choices as with Q8 with the addition of "Not Applicable".*	Multiple choice; Select one only.
10-F. NICHE AREA 3: Do you have an internationalized curriculum for this field that makes use of any of the following modes of transnational higher education (TNHE)? Select all that apply. *Same choices as with Q8.*	Checkboxes; Tick all that apply.
11. Why does your institution pursue internationalization? Select up to three. ( ) To comply with regulations ( ) To aid in institutional development ( ) To improve educational quality ( ) To build and develop capacity ( ) To prepare the institution for current and future trends	Checkboxes; Tick three choices only.

( ) To get awards, recognitions, and their concomitant benefits ( ) To participate in university rankings ( ) To produce internationally-oriented students and faculty ( ) To diversify the institution's learning environment ( ) Other: _____	

PART II – MAPPING INTERNATIONALIZATION SURVEY

A. Articulated Institutional Commitment

1. Are internationalization or related activities (e.g., international or global education) among the top five priorities in your institution's current strategic plan? ( ) Yes ( ) No ( ) We don't have a strategic plan	Multiple choice; Select one only.
2. Does your institution have a separate plan that specifically addresses institution-wide internationalization? ( ) Yes ( ) No	Multiple choice; Select one only.
3. Does your institution have a campus-wide committee or task force that works solely on advancing internationalization efforts on campus? ( ) Yes ( ) No	Multiple choice; Select one only.

4. Does your institution have plans, policies, and processes in place for the following:
   4.1   Admissions
       ( ) Yes
       ( ) No
   4.2   Faculty
       ( ) Yes
       ( ) No
   4.3   Researchers
       ( ) Yes
       ( ) No
   4.4   Services
       ( ) Yes
       ( ) No
   4.5   Students
       ( ) Yes
       ( ) No
	Multiple choice; Select one only.

B. Resources Dedicated for Internationalization

5. Does your institution have the following dedicated for internationalization:
    5.1   An internationalization strategic plan
        ( ) Yes
        ( ) No
    5.2   An international relations officer (IRO) who oversees and manages the institution's internationalization initiatives
        ( ) Yes
        ( ) No
    5.3   A dedicated office space for your institution's international relations office (IRO)
        ( ) Yes
        ( ) No
    5.4   Adequate support staff who assists in the implementation of internationalization initiatives
        ( ) Yes
        ( ) No
    5.5   An administrative structure for quality assurance and good governance
        ( ) Yes
        ( ) No
	Multiple choice; Select one only.

6. How much is your institution's annual budget dedicated for internationalization?
    ( ) Less than 100,000
    ( ) 100,000 – 1,000,000
    ( ) 1,000,001 – 5,000,000
    ( ) 5,000,001 – 10,000,000
    ( ) 10,000,001 – 50,000,000
    ( ) 50,000,001 – 100,000,000
    ( ) Above 100,000,000
	Multiple choice; Select one only.

C. Curriculum, Co-Curriculum, and Learning Outcomes	

7. Are there specified international or global student learning outcomes at your institution?
    ( ) Yes, for all students
    ( ) Yes, for students in some colleges, departments, or programs
    ( ) No
	Multiple choice; Select one only.

8. Do your institution's general education requirements include an international/global component?
    ( ) Yes
    ( ) No
    ( ) Not applicable
	Multiple choice; Select one only.

D. Faculty Policies and Practices	
9. Does your institution have guidelines that specify international work or experience as a consideration in faculty promotion and tenure decisions?	Multiple choice; Select one only.

( ) Yes, for all faculty ( ) Yes, for faculty in some colleges, departments, or programs ( ) No	
10. When hiring faculty in fields that are not explicitly international/global, does your institution give preference to candidates with international background, experience, or interests? ( ) Always ( ) Frequently ( ) Occasionally ( ) Rarely ( ) Never	Multiple choice; Select one only.
E. Student Mobility	
11. Does your institution have an international student recruitment plan for the institution as a whole, and/or for any of its schools/colleges? ( ) Yes ( ) No	Multiple choice; Select one only.
12. Does your institution (or any of its colleges or departments) provide institutional funds as student scholarships for education abroad, in addition to traditional institutional financial aid? ( ) Yes, for both undergraduate and graduate students ( ) Yes, for undergraduate students only ( ) Yes, for graduate students only ( ) No	Multiple choice; Select one only.

13. Does your institution have the following to support student mobility and exchanges:
    13.1   An international student center with support facilities
        ( ) Yes
        ( ) No
    13.2   Library with international materials
        ( ) Yes
        ( ) No
    13.3   Dormitory/Hotel
        ( ) Yes
        ( ) No
	Multiple choice; Select one only.

F. Collaboration and Partnerships	
14. Which best describes your institution's approach to international partnerships in the last three years? ( ) We have begun international partnerships for the first time ( ) We have expanded the number of partnerships ( ) We have moved toward fewer partnerships ( ) The number of partnerships has remained about the same	Multiple choice; Select one only.

( ) Not Applicable	
15. Are there specific, campus-wide guidelines for developing/approving new partnerships and/or assessing existing partnerships? ( ) Yes ( ) No ( ) No, but some colleges, departments, or programs have such policies and/or guidelines	Multiple choice; Select one only.

PART III – INTERNATIONALIZATION DATA

A. Structure

1. Name of International Relations Officer (IRO)	Short answer text
2. Position/Designation of IRO	Short answer text
3. Full Name of IRO's Office	Short answer text
4. Number of Full-time Staff	Short answer text
5. Number of Part-time Staff	Short answer text

B. Summary Data

Numbers only

Indicators	6. 2017	7. 2018	8. 2019	9. 2020	10. 2021
Number of New International Partnerships					
Number of New Local Industry Partnerships					
Number of New Local Academe Partnerships					
Number of Inbound Student Exchange (Regular) - *semestral*					
Number of Outbound Student Exchange (Regular) - *semestral*					
Number of Inbound Student Exchange (Short Term) – *less than three months*					
Number of Outbound Student Exchange (Short Term) – *less than three months*					
Number of Outbound Interns/ OJTs – *more than 3 months but less than one year*					
Number of Visiting Faculty (Inbound)					
Number of Visiting Faculty, Officials, Paper Presenters (Outbound)					
Number of Full-time Faculty Scholars (Inbound)					
Number of Full-time Faculty Scholars (Outbound)					
Number of Foreign Students					
Number of Collaborative Researches with International Partners					
Number of Collaborative Events/ Activities					
Number of Transnational Higher Education (TNHE) Programs					

C. International Awards, Accreditation, and Rankings

11. List up to five most prominent international awards won by your institution. Do not abbreviate.	Short answer text

12. List up to ten most prominent international assessments/accreditations earned by your institution. Do not abbreviate.	Short answer text
13. List up to five most prominent international rankings achieved by your institution. Do not abbreviate.	Short answer text
D. Institutional Memberships	
14. Which of the following major networks, organizations, and consortia does your institution belong to? Feel free to input in case the network/organization/consortium you have in mind is not included in the list. Do not abbreviate. ( ) ASEAN University Network (AUN) ( ) University Mobility in Asia and the Pacific (UMAP) ( ) Asian International Mobility for Students (AIMS) ( ) EU Support to Higher Education in the ASEAN Region (SHARE) Consortium ( ) SEA-Teacher Project ( ) SEA-TVET Project ( ) ASEAN European Academic University Network (ASEA-UNINET) ( ) Association of Southeast Asian Teacher Education Network (AsTEN) ( ) Asia-Pacific Association for International Education (APAIE) ( ) Association of International Educators (NAFSA) ( ) Association of Pacific Rim Universities (APRU) ( ) Passage to ASEAN (P2A) ( ) Not applicable. We are not a member of any network/organization/consortium. ( ) Others: _____	Checkboxes; Tick all that apply.

Draft

REGIONAL MEMORANDUM
No. [illegible] series of 2022

FOR   :   **ALL PRESIDENTS/HEADS/OFFICERS-IN-CHARGE OF PUBLIC AND PRIVATE HIGHER EDUCATION INSTITUTIONS IN REGION 02**

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ATTY. MARCO CICERO F. DOMINGO
OIC-Director IV

Encl.: as stated

:drd/2022.0609a | RM - Revisions on the IZN Scoping Instrument