

## Management of Laboratories in General Education of Davao Doctors College

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**Abstract** - This study was carried out to evaluate and assess the management of the General Education Laboratories of the Davao Doctors College. The study utilized the descriptive method of research. The study was conducted in the institution where the laboratories are located and used by the faculty and students. A total of fifty two (52) respondents (47 laboratory instructors and 5 staff) thru universal sampling answered the survey instrument. Compliance to the standards of PACUCOA and other regulatory agencies is notably high. The management of the laboratory in General Education is moderately Extensive and functioning very well and this must be sustained to maintain good operations and delivery of laboratory services.

**Keywords** - management of educations, institutional support, compliance

## INTRODUCTION

Laboratories are essential part of the curricular programs of every higher educational institution. They include not just the space and the area, but also the supplies, equipment and features desired of good laboratories to help attain course objectives.

In general, laboratory facilities include lecture rooms which are properly equipped for demonstration. Gas, water and electricity are appropriately provided. The laboratory rooms should be well ventilated and lighted. Adequate exits should also be made available. The furniture in the laboratory should be properly arranged and should conform to accepted accreditation standards. Safety devices inside the laboratories and measures to cope with emergency situations should also be sufficiently made available. Laboratory instructors and assistants/technicians should be able to administer first aid services, whenever needed (PACUCOA Survey Instrument Section V, Laboratories rev. 05-17-02).

General Education Laboratories used for classes in Chemistry, Physics and Anatomy have apparatus, tools, models and materials which conform to the required competencies be developed in the students. These are properly kept and maintained and are readily available for use for laboratory classes.

The provision of a maintenance program and repair services should also be available in General Education Laboratories. These are done to ensure that apparatus and equipment are in good working condition so that it may serve the purposes of its use. In laboratories, these materials, equipment and apparatus should be correspondingly labeled, stored in safe places and are periodically serviced and updated. An efficient requisition system in laboratories is also a must. Also, proper use of special equipment should be given appropriate attention.

These standards and requirements among General Education Laboratories, as cited above, are the focus of concern not only of the Laboratory Head, but also of the management of higher education institutions. The efficient and well-organized management of these General Education Laboratories including the operational procedures observed and followed, are to a great extent, may influence the conduct of laboratory classes in Chemistry, Physics and Anatomy

and eventually influence the skills and knowledge of students. This is one of the reasons why the researcher, who is designated as Head of General Education Laboratories of DDC, was motivated to conduct a study on the management and operational procedures of laboratories. As the Head of the department, it is her primary responsibility and accountability that the laboratory functions and operates according to the prescribed standards and should meet the expectations of all instructors and students conducting laboratory classes.

This study assessed the management and operational procedures of the General Education Laboratories of DDC. The findings of the study will provide the researcher insights on how to further improve and enhance the management and operations of the department.

The researcher was challenged to conduct an assessment on the management and operational practices after addressing all the weaknesses as stated in the PACUCOA chairman's report. The focus of evaluation will be on the department as a whole, the policies, rules and regulations, procedures, and management system.

## **FRAMEWORK**

This study is anchored on the Management by Objectives Theory advanced by Peter F. Drucker, (2002). The concept advocates that organizational performance requires that each job performed by all members of the organization must be directed toward the attainment of the organizational objectives. The MBO concept assesses internal variables of the organization, which are focused on measurement of results. According to the concepts, objectives must be derived from what the business of the organization is and should be. As such, objectives must deal with the established mission and standards against the actual performance of the organization.

The concepts also emphasize that objectives must be operational, which suggest that these must be capable of being converted into specific work assignments. They must be capable of becoming the basis, as well as the motivation, for work and achievement.

Objectives must make possible concentration of resources and efforts is also one of the characteristics of MBO. It requires that the fundamental goals of an organization must be anchored on the organization's resources so that the key resources men, money, and

physical facilities are accordingly utilized to the advantage of the institution.

It was also emphasized that objectives are needed in all areas on which the survival of the organization depends. The specific targets and the goals in any objective area depend on its individual strategy. The decision then will enable the organization to set specific objectives involving all phases of operations and in all levels of the organization.

Organizations, including academic institutions like Davao Doctors College, must espouse the time-tested concept of Organization Development (OD). OD should take place in the framework of the existing economic climate, which is continuously undergoing a philosophical and far-reaching transformation. The creation of new opportunities and prospects that refurbish the fabric of traditional organizational structures and management practices must be deliberately planned and organized.

The Management of DDC welcomes the opportunity of identifying and abandoning the outdated rules of fundamental assumptions that underlie current operations. Today, Davao Doctors College is faced with the challenge of attaining a university status. With the dream, it is vital that all its departments must be fully equipped with highly systematic and organized management systems and procedures for the much needed contribution to the school's overall success.

## **OBJECTIVES OF THE STUDY**

This study was carried out to evaluate and assess the management of the Laboratories in General Education of the Davao Doctors College. Specifically, the study included the following objectives:

1. To measure the extent of institutional support to the laboratory in General Education in terms of the Fees, Facilities & Equipment and Supervision & Administration.
2. To assess the degree of compliance of the laboratory in General Education to regulatory agencies, specifically Commission on Higher Education, Private Association of Colleges and Universities – Commission on Accreditation, Phil. Drug

- Enforcement Agency, and the Bureau of Fire Regulations.
3. To determine the level of implementation of the management of the laboratory in General Education as rated by the faculty and staff with regard to the Operating Procedure, Procurement, Advocacy, Utilization, Maintenance, Monitoring & Evaluation, Policies, and Sanctions.
  4. To relate the institutional support and degree of compliance, and management of laboratories in General Education.
  5. To determine which variables significantly predict the management of the laboratories in General Education.

## **METHODOLOGY**

The study utilized the descriptive method of research. It is descriptive in the sense that the management and operational procedures of the Laboratories in General Education of the school were extensively described. The study was conducted in the institution where the laboratories are located and used by the faculty and students. A total of fifty two (52) respondents (47 laboratory instructors and 5 staff) taken thru universal sampling willingly answered the survey instrument. The survey instrument was extracted from the accreditation instruments and government regulations. The data gathered was processed using 5 – point Likert Scale. The data generated out of the survey was computer – processed and analyzed through the application of statistical measures as mean, correlation coefficient, and Pearson r.

## **RESULTS AND DISCUSSION**

Institutional support to the laboratories in General Education in terms of fees, facilities & equipment and supervision & administration is at high extent. These areas are well managed, no significant problems was noticed.

Laboratories in General Education obtained high degree of compliance to PACUCOA together with the other regulatory agencies 'standards and guidelines. There is a need to orient or make the laboratory instructors fully aware in licensing of Philippine Drug

Enforcement Agency; laboratory activity like inventory of equipments, disposal of hazardous chemicals & “Extra mile service for students”; the proper use of safety device as in fire extinguisher; and classroom & laboratory management.

The laboratories in General Education indicated a high level of implementation of different management variables. However, significant problems were noticed such as Lack of off-campus training for the laboratory staff that leads to less production of improvised equipment and visual aids to enhance instruction; wider information dissemination for faculty on the proper waste management of hazardous chemicals and “Extra mile service for students. The Microbiology and Anatomy teachers need to be more aware on the use of equipment for them to provide proper instructions to the students on the use of such. The administrator has to look into the implementation of policies so that there is consistency in all sectors of the school community.

Standards of the laboratory in relation to PACUCOA are found to have high correlation coefficient suggesting a relatively strong relationship on the standard to the extent of management. The standard and guidelines of PACUCOA primarily influenced the management of laboratories in General Education.

PACUCOA standards and Facilities & Equipment are the predictors or contributors to the management of the laboratories in General Education. The null hypothesis on none of the independent variable contribute significantly to the management of laboratories in General Education is rejected. Based on the results of the study, the following conclusions are drawn. The areas of Fees, Facilities, Equipment, Supervision and Administration are well managed. With the good management and extensive institutional support to the department, sustainability of the effective and efficient practices and procedures is the concern to be addressed.

Compliance to the standards of PACUCOA and other regulatory agencies is notably high. The management of the laboratory in General Education is moderately Extensive and functioning very well and this must be sustained to maintain good operations and delivery of laboratory services.

## CONCLUSIONS AND RECOMMENDATIONS

The management of the laboratories in General Education with regard to operational planning, procurement, advocacy, utilization, maintenance, monitoring and evaluation, policies, and sanctions was moderately extensive and functioning very well. Of the parameters, monitoring and evaluation was rated lowest. Management on this area needs to be assessed in depth to determine its weak points. PACUCOA requirements primarily influenced the management of the laboratory in general education. Special attention is needed to uphold and move beyond what is right now and the expectations of the students. Facilities & equipment and PACUCOA requirements are predictors of management. Hence, there is need to focus on these areas to sustain good operations of the laboratories. Based on the results gathered in the study, it is recommended that laboratory Development Plan should be approved by the DDC Board of Trustees and be adopted by the Gen. Education Laboratories Department. The General Education Laboratories Department should review the policies, guidelines and services rendered to the faculty and students. The proposed procurement of laboratory equipment should be reduced as enrollment becomes unstable. Future research should be conducted to investigate the effectiveness of the intervention adopted.

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