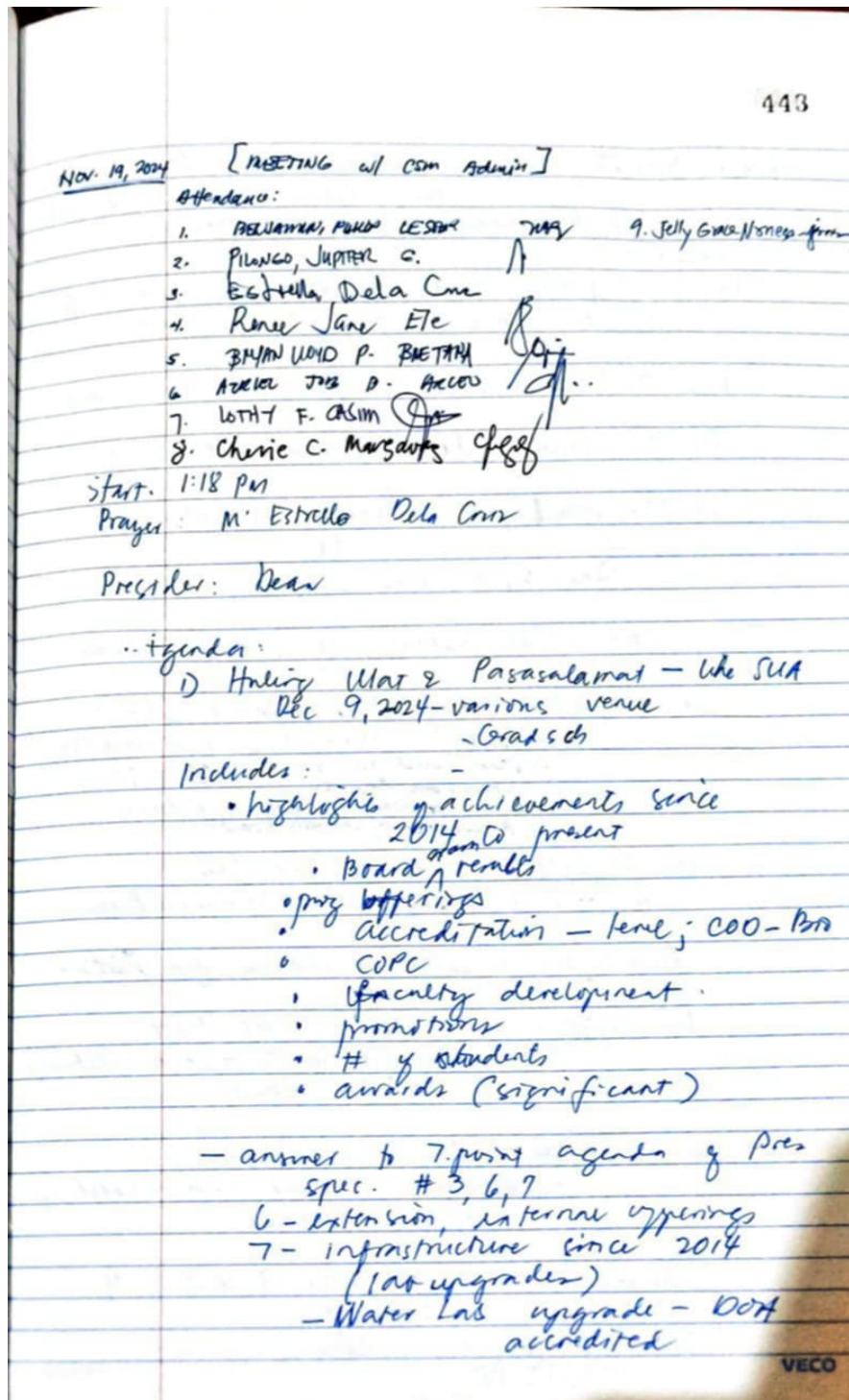


H.2 Minutes of Meetings conducted



USMCCE - Dec 14, 2024

- prep classrooms by Dec 13 (chairs)
- LSG assist during USMCCE for Room locations

CSM Day Celebration : Dec 6, 2024 but

- rescheduled to Dec 7 (USM Paskuban) but conflict again

- Dec 18, 2024 - Final CSM Day Sched

• Food for CSM Day

- caterer - Raphael's
Boys
Hostel

- agreed to have Raphael's as the caterer for CSM Day (Dec 18, 2024)

* CSM Day collection

- fully paid - B10 Dept (\$8,000+) Case of MS. Balen

Awards per Department

- papers of exams / Department
- Retirees / Department - send invitation
- Distinguished Award - Dr. MEZ Garcia
- Outstanding Student - Criteria
- Interviewed by Dean & Dept Chairs

• Updates / Concerns of Committees for CSM Day Celebration - inform in the GC's

- Infographic - as invitation
- Tarpis
-

Adjourned: 1:48 PM

Due: Nov 22, 2024 - submission of highlights
for past 10 yr accomplishments
- check annual reports @ OP/Board Sec

Schedules:

Dec 5 - public forum of incoming presidents
- no venue yet; wait for memo

Dec 10-13 & Dec 16 - Final Exam Sched

Dec 9 - Itinerary Ulat & Pasasalamat / SUA

Dec 23 - ~~Jan 2, 2025~~ Christmas Vacation for
TL

Jan. 2, 25 - VSL return

Jan. 13, 25 - Return of Teacher's Leave

Jan 23, 25 - External Surveillance (ISO)

- 2 cycle audits ← last week (1st)
- Dean issued NC for Chem Dept due to below national passing percentage of chemistry board
- offer TL return

Jan 20, 2025 - Start of 2nd Sem

June 2 - Aug 3, 2025 - Mid Summer Break

Aug 11, 2025 - Start of classes for 1st Sem

Dec 6, 2024 - Faculty & Staff Meet

- Culmination of Health Week
- RA 1511 claim

Nov 22-29, 24 - MASTS schedule

- students involved must catch up their classes

PPMP 2024 - due on Nov 19, 2024 (7 comments)

- physics lab - LSG
- GJT Pro

05/06/2015

CSM Admin Mtg

Attendance:

Dean Benjamin *gmb*
 Lotay Kasim (Rep. Bn Chair) - *gmb*
 Jean Maganaka
 Kell Madio
 Estrella Vela Cruz
 Sandra Nanding

Jupiter Pilago - *A*

Krisler C. Tanalejo

Cherie C. Mangasang

John (Habe) Lawton

LSG Gov: Azriel Arceo

Angelo R. Azduna

Agenda:

1. Academic Update

- Univ. Acad Council May 26, 2015
- CSM Acad Council May 16, 2015

Each Dept. should send checker

- to check completeness of students' documents & Adminin. Requirements
- Get tentative list of grad. students @ ARO

Sched of Graduation (tentative):

Palma Campus - June 27, 2015

USM main - July 3-4, 2015

June 13, 2015 - deadline of Grad. docs.

June 24, 2015 - Pres. Investiture Sched.

Enrollment updates

- Enrollment started April 18, 2015
- All CSM Programs - Full slots
- only 10% PR program - allotted to VIPs (5 students) - 10s, per
- Admission Requirements - May 16, 2015
 - If grades/cord not yet available = they may submit affidavit
- All enrollment = ONLINE
- For cancellations = % ARO; upm Pres. approval
 - = request subjects = ^{will be} paid by the students
 - = starts at summer

2. Unilimpyics & Kalihine

- Mtg of coaches
- Schedule @ 3 PM - coaches & students
- Suspension of classes = final Exam = no Extension

3) ISD Evaluation updates/Results:

- CSM NO NC - all programs
- Chemistry - to increase passing rate; should be above NPR
- PR laboratories - no proper waste disposal
 - to coordinate w/ MGM hospital
 - require company - to collect waste (chemicals) upon PR of chemicals

NSTP - during class observation, some classes no faculty

All programs - must conduct Classroom Observation

To submit - lacking syllabi (NC) = college level

- to comply 5 days after ISO accord. visit.

4. Accreditation Concerns

- (sched. of doc.) May 28, 2025 - deadline of document submission
- Teachers leave = June 2 - Aug 3, 2025
- Programs to be evaluated = BS Bio & MS Bio (June 2025)

5. Others; 1) Strategic planning = Univ = Samal

To prepare IPCK - OPCK (in line w/ Strat plan of Univ)

- details will be discussed = next mtg.

2. RnR - by College

- venue: Samal (tentative)

3. Bonus - release - not earlier May 15

- bonus exceeds 90K (annual) = taxable

4. SMC building - Internationalization

5. New fans (20) - 3 additional for department

6. On-going construction = Electrical works

- CSM - open every weekend

7. Seminar (GS) 2,400 reg fee } part of Math Extension
1800 - early bird

- w/ CPD units

8. Student Update: LSG Gov. (Arco)

- LSG office upgrading

- Activities: coordinated w/ Research

- Unisympos & Kalilina

* CSM athletes = Jersey shirts (free)

* Snacks = UNT III - paid 17K for unisympos

- Kalilina = ^{Food} shoulder food (during competition).
Luncheon & costume.

VECO

9. In-house Review: 6 participants from CSM
- May 27, 2025 - CSM In-house Review
 - May 14 - training for Pitching Competition
 - May 27, 2025 - submission of entry to USM In-house

A. KDE & CRC = proposal to remove CRC; notes downloaded to CRC Meeting *

11. IT Coordinator = John Lawton Yabes
= Faculty Profile

12. New Designations

DI - Paleta

PMD - Magallan

VPAA - Lawrence Tandang

VP Finance - Queenie Lu Duendes

MTG Adjourn - 10:50 AM

15/20/2018 COM Admin Mtg

Agenda: 2018 Strategic Plan

- May 22 Planning office will distribute the targets to COM
- Univ Strat Plan: 2018

KPIs - Drawing
Students to
higher education

- 1. Content advertisement campaigns
- 2. Screen, admit and enroll students
- No. of students: 2nd year - 4th year plus incoming first year (KPI1)
- No. of scholarship granting agencies (local & international) (KPI2)
- No. of student grants & scholarship (KPI3)
- No. of international scholarship grants (KPI4)
- Craft use guideline for international scholarship
- No. of students for Non-academic Scholarship (KPI5)
- Chemistry will target higher than national average

employment rate (past 2 years); 80% of graduates should expand do
the 2018 target study

Q1 - Forge partnership; 2 per program with off
No. of students graduated with the provided unit? not clear - clarify
with Sir Paul.

For Graduate Students: Conduct exit interview before they graduate (80%)

- design driver study / content
- COM Faculty Development Plan
- Post DOC target for COM -> 1 for 2020
- 40% of Faculty (Also post above) have at least 2 research
- 100% of Faculty have normal load
- 1:28 Faculty-Student ratio (admin should hire more students)
- Sustain COD/COE

All units with Assoc level, BA, BS, COM must apply for 2018

Attendees

Benjamin, Philip Luter (Dan)
DeLaCruz, Estrella
Pilampo, Jupiter
Landys, Kiri
Mangosang, Cherie
Arduana, Angela
Hilario-Husain, Bona Abigail
Maganaka, Jean
Wada, Bakiwan

05/22/2025 CSM Admin Meeting

AGENDA:

(1) USM Strategic Plan / Operational Plan Roll-out 2025

Attainment of Strat Goals

Per unit (OPCR/IRCR)

(1) Strat Plan aligns w/

SDG, PDP, RDP, USM Vision and Mission,

USM Strat Goals 2025-2029

Produce locally and globally competitive grads

Develop inclusive innovation

Performance Management System

OS

% first time taker 70% - 6

(2) UDIP/RDIP/TRIP/AIP UPDATING

↳ Sept 2025

- AIP 2027 - July 1, 2025

- Submission of proposed project for next 10 years - Sept 2025

- Internally-funded repair/maintenance July 1, 2025

project w/ concept note

- TRIP based on priorities w/ concept note - Sept 2025

(3) Annual Investment Program 2027

• CSM Mini Museum 2.4M

• CSM Micro/chemical testing lab - 4.0M

• CSM Mini Auditorium - 16.3M

- Proposed project (new/additional)

fact tract w/ concept note

- On process updating UDIP

(requirements)

AIP - concept note

2027 - Assist on FS (POC)

- Engg Design (PMO)

Due: July 1, 2025

↳ add project: classroom/acad building

- submit concept note - proposed POC - for approval

↳ PMO

VECO

Identifying Performance Goals of Individuals under each officer
Topics:

Success Indicator in the Individual level
Rating Scale

Core: 80%

REP:

Admin 0-60%

Support 20%

CSM - 1 physician stud (exchange stud) → untargeted
Nov - Jan 2025-2026

Deloadings - Researcher

Above Prof. and above - at least 2 research

Attendance

1. Philip Lester Benjamin
2. Angela Agudina
3. Jend Macalising
4. Sandra Nanding *Gaul*
5. Jelly Grace Nomua
6. Estrella Dela Cruz
7. John Tabora

End: 11:30 AM

CEM Academic Council Meeting
May 28, 2025 (9:30 am)

Attendance: see attached file of Faculty

Agenda:

1. Deliberation of Lists of Candidates for Graduation:
 - BS Biology (Animal Biology, Ecology)
 - BS Microbiology
 - BS Chemistry
 - BS Applied Mathematics

Start: 9:46 attendance in quorum

Reminders:

Next Acad Council - June 2, 2025

Deadline of sub of grades June 6, 2025

last day of completion of all grad requirement } June 9, 2025

Under graduation - June 25

KCL Graduation - June 26

Univer Grad - June 27

Presentation of Candidates for graduation

BS Applied Mathematics = 23

Students w/ complete req = 10

moved to endorse the remaining 13 students

provided they will comply the remaining

at reg before June 2, 2025 = by VPAA

BS Chemistry = 18

deferred = 4 no feedback yet

final deferral 3 (May 28, 2025)

no comment = 11

BS Biology (Major Animal Biology) = 15 = (40)

BS Biology (Major in Ecology) = 10 = (35)

BS Microbiology = (42)

- Inquiry regarding QTT = 90% of candidates for grad
could comply
- by June 9, 2025 around 75% could comply QTT
- include names of candidates for Univ Acad Council
and if req will not be complied until June
9, 2025. Their names will be removed
- moved and approved the list to be deliberated
to the Univ Acad Council provided they will
comply the fasting req for graduation
by M Candiani

Re-deliberation of Candidates for BS Chemistry

- Assurance by the Chem Dept Chairperson
that the list be endorsed and all
requirements leading to the graduation
be complied on or before June 9, 2025
(so moved by the council)
- moved and seconded by J. Lewis

Meeting adjourned at 10:00 am

[Signature]
23 May 2025