

## DEPARTMENT OF **METEOROLOGY**

## RECOMMENDATION TO ATTEND TRAININGS/WORKSHOPS/SEMINARS/CONVENTIONS/FORA/CONFERENCES

Date: <u>07 July 2023</u>

Name of Faculty Recommended: CHARLIE S. ANDAN Position/Rank: Instructor I [x] Permanent [ ] Temporary [ ] Substitute Designated Position: Department Head & Instruction & Curriculum Committee Chairperson College: College of Engineering and Technology Department/Research Center/Institute: Department of Meteorology Degree and Specialization: MS Meteorology (Specializing: Operational Meteorology) Subjects/Courses Taught: None this Summer Title of Conference/Seminar/Symposium: BS Meteorology Curriculum Review Write-shop at Mariano Marcos State University (MMSU) Date and Venue: 24 to 28 July 2023 at MMSU, Ilocos Norte, Philippines Justification for recommending the faculty (focus on relevance to present work): The Department of Meteorology (DMet) is currently applying for a Certificate of Program Compliance (COPC) in order to fulfill its obligation to offer the BS Meteorology (BSMet) program. One of the areas that CHED will scrutinize is the curriculum, where we must benchmark our curriculum to MMSU BS Meteorology program with authorized COPC Date of Last Attendance to Training/Conference/Seminar: 23-26 May, POAP Training on Conflict and Stress Management at Vigan, Ilocos Sur. Financial Support Requested: [] Registration Fee of \_\_\_\_\_ [] Educational Tour/Official Time/ [X ] Per Diem Approved Leave of Absence/ [X] Transportation Authority to Travel Only Please attach tentative Itinerary of Travel [ ] Present paper Purpose of Attendance: [X] Attend only to learn, no paper to present [ ] Attend to learn and earn CPD points, no paper to present [ ] Attend training [ ] Invited as keynote/plenary speaker/resource person [ X ] Others (specify) Curriculum Alignment Write-shop for VSU-BSMet Proposal to Revise Curriculum If presenting a paper: Title of Paper: \_\_\_\_\_ Author (s): The paper is derived from: [ ] Research conducted by faculty recognized by OVPRE [ ] sole researcher [ ] part of research team: [ ] program leader [ ] project leader [ ] study leader [ ] co-project leader [ ] co-study leader [ ] project staff

Vision: A globally competitive university for science, technology, and environmental conservation.

Title of Project/Study:											
[ ] Thesis/Dissertation of t		[ ] Undergraduate thesis									
Title of Thesis/Dissertation:											
[ ] Student thesis which is	s part of the faculty's resea	arch project recognized by OVPRE									
Title of research project of fac	culty-adviser:										
If attending to earn CPD popoints? [ ] Yes [X] No	<i>ints</i> , is the conference or the	e organizers accredited to grant CPD									
If yes, indicate name of accre	diting agency/organization:	_									
Recommended by:  DEPARTMENT PERSONNE	L COMMITTEE:										
(Abstain)  CHARLIE S. ANDAN  Chairman, DMet	DANIEL C. LOR Member, DMet	<u>CHARLINDO S. TORRION</u> Member, DMet									
Endorsed by:											
JANNET C. BENCURE Dean, CET											
Recommending Approval:											
BEATRIZ S. BELONIAS Chairman, VSFC-AS		Approved by:									
		EDGARDO, E. TULIN President									

Page 2 of 3

A globally competitive university for science, technology, and environmental conservation.

## Supporting Documents to be Attached (Please check column "Attached" of travel category)

Supporting documents	OB to Present a Paper  Attendance to training		Attendance to Earn CPD Points, with paper to present		Attendance to Earn CPD Points, No paper to present		On Leave/ Educational Tour to Present a Paper			
	Require d	Attache d	Require d	Attach ed	Require d	Attache d	Require d	Attached	Required	Attached
1. Invitation letter/announcement	/		/	NA	/		/		/	
2. Acceptance letter for paper presentation	/				/				/	
Abstract of paper to be presented	/				/				1	
4. CHED Endorsement, if held in the Philippines *	/		/	NA	/		/			
5. Information sheet/flyer/ bulletin containing description of the host/ organizer/sponsor	/		/	NA	/		/		/	
6. Photocopy of Transmittal/Approval Sheet (if to present thesis or dissertation)	/				/				/	
7. Certification of Research Conducted from OVPRE	/				/				/	
8. Proof of Accreditation to Grant CPD Points					/		1			
9. <u>Arrangements</u> for Classes Missed (OVPI Form No. 12)	/		/	NA	/		/		/	
10. CHED-IAS Form 15 Annex B SUC Evaluation Form for the Necessity of FT for SUCsxls-IAS Form 15 Annex B_SUC Evaluation Form for the Necessity of FT for SUCs.(travel Abroad)	/		/	NA						
11. Certificate of Collegial Critiquing (present paper abroad)	/								/	
12. Itinerary of travel (if ask financial assistance)	1		/	/						

<sup>\*</sup>For events sponsored/organized by private organizations/societies