

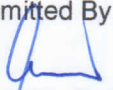


**ACCOMPLISHMENT REPORT**

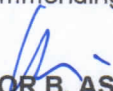
**As Department Head: November 1-30, 2021**

1. Participated in the final coaching of the SUC-ACAP Visayas Cluster Reviewees held on November 4, 2021.
2. Attended the DPGAA 2021 Biennial Convention held on November 4, 2021.
3. Attended a meeting called by QAC for the final briefing on the PhD Animal Science Level II AACUP Accreditation on November 5, 2021.
4. Participated as Program Coordinator and Area II task force chairman for the PhD Level II AACUP accreditation held on November 8-12, 2021.
5. Submitted a letter to APB dated November 12, 2021 regarding request of hiring 2 regular and 3 part time instructors of DAS.
6. Presided DAS faculty and staff monthly meeting held on November 16, 2021.
7. Attended the ViCARP RRDEN Regional RDE Symposium held on November 17-18, 2021.
8. Participated in the Back-to-Back Research Training Workshop sponsored by VSU starting November 22, 2021.
9. Attended the closing meeting for the 3<sup>rd</sup> IQA of VSU held on November 22, 2021.
10. Presented a Scientific Paper during the 1<sup>st</sup> Global Training on Agricultural Innovations and Research Congress 2021 sponsored by Neuva Ecija University of Science and Technology held on November 23, 2021.
11. Attended a meeting called by QAC to update preparation for MS/MagDev Level IV AACUP Accreditation on November 24, 2021.
12. Attended the 1<sup>st</sup> monthly meeting of the Governing Council of the Philippine Society of Animal Science held on November 24, 2021.
13. Attended the 2021 In Touch with Excellence DOST-SEI awarding ceremony as graduate under DOST-ASTHRDP held on November 24, 2021.
14. Completed the training/seminar on Outcome-Based Quality Assurance Online Accreditation sponsored by AACUP held on November 24-26, 2021.
15. Submitted DAS OPCR Monitoring form and Strategic Plan Monitoring Form to CAFS on November 26, 2021.
16. Called for an emergency meeting to answer items found non-conformity based on 3<sup>rd</sup> IQA findings of VSU held on November 29, 2021.
17. Accomplished VSUEE Monitoring and Evaluation form from November 1-29, 2021.
18. Instructed DAS staff for entry of DAS for the VSU Christmas Parol Contest 2021.
19. Checked several versions of thesis/dissertation outline of advisees in undergraduate and graduate thesis.
20. Monitored improvement of DAS physical facilities – painting, classroom renovations.
21. Signed supporting documents for payroll of faculty and staff
22. Signed graduate admission, changes in membership of graduate advisory committee, plan of course work, University clearance, grade sheet, INC forms, and other request forms for faculty, staff, and students.
23. Circulated DAS Memo No. 21.

Submitted By:

  
**MANUEL D. GACUTAN, JR.**  
Head, DAS-CAFS

Recommending Approval

  
**VICTOR B. ASIO**  
Dean, CAFS

Approved

**BEATRIZ S. BELONIAS**  
Vice President for Academic Affairs

copy furnish: DAS File