



ACCOMPLISHMENT REPORT

November 1-30, 2021

1. Coordinated with other offices, department/s and VSU component colleges.
2. Manage the operation of the Office of Instructional Materials Development.
3. Monitored, reviewed and validated OBE Course Syllabus, TOS, VC Evaluation and monitoring, and other related documents submitted by the department concerned.
4. Facilitated the Committee on Change of Grades Meeting last November 19, 2021.
5. Conducted Training-Workshop on Instructional Materials Development and Production for Flexible Learning – NwSSU, San Jorge Campus last November 24-26, 2021.
6. Attended the Virtual Meeting regarding Monitoring of OTPs, OPCRM, and Action plans for NCs and OFIs of OVPA, ODIE, and OHIMD last November 29, 2021.

Submitted by:


NANCY D. ABUNDA

Head, Instructional Materials Development

Noted:


MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Approved:

BEATRIZ S. BELONIAS

VP for Academic Affairs