



ACCOMPLISHMENT REPORT

January 1-31, 2022

1. Conducted faculty meeting to finalize the workload for the 2nd Sem, A.Y. 2021-22
2. Endorsed the application of Dr. Dario Cidro for APB deliberation.
3. Coordinated with the faculty re: submission of their grading sheets to the registrar on or before the set deadline.
4. Organized a virtual consultation meeting with third year BSA Ag Extension students re: thesis outline and OJT.
5. Attended the Institutional Accreditation virtual meeting and contributed input during the workshop in the assigned area – Area 5.
6. Coordinated with the PHILFIDA administration re: training design for Capability Building II and other needed pertinent documents in the implementation of the project.
7. Overall checked the completeness of the required documents needed in the assigned area for the incoming Level IV accreditation of MS Ag Ed program.
8. Assisted graduating MS and MAgDev students in their manuscript to beat the deadline.
9. Prepared for/attended the thesis proposal presentation of Mr. Kevin Lagat, MS DevSoc and Ms. Clarissa Jamillo, PhD Horticulture.
10. Visited stakeholders in barangays Marcos and Guadalupe for the Green-the-Home project commitments.
11. Performed other administrative/supervisory functions.

Submitted By:


KAREN LUZ P. YAP
DAEEx Head

Recommending Approval:

VICTOR B. ASIO
CAFS Dean

Approved:

BEATRIZ S. BELONIAS
VP for Academic Affairs