



ACCOMPLISHMENT REPORT (FEBRUARY 2022)

ACTIVITIES	DATE
A. Student Affairs & Services and Other University Assignment	
1. Attended ISO-QMS Quality Management Review 2022	Feb 02-03, 2022
2. Attended Student Onboarding	Feb. 21, 2022
B. Admissions-Related Activities	
1. Attended to correspondence re: admission-related matters.	Feb. 1-28, 2022
2. Conducted orientation of OHA IT Staff Re: admission and admission-related matters (guidelines and procedures of the VSUCAT.	Feb. 10, 2022
3. Conducted consultative meeting with VP SAS & Co-Chair Admissions Comm. Re: 2022 VSUCAT schedule and preparation.	Feb. 10, 2022
4. Conducted consultative meeting with OVPSAS, OUR and invited registrar re: Rules and Regulations on Admission and Enrollment).	Feb. 14, 2022
5. Attended OVPSAS Operational Plan Monitoring 2022.	Feb. 17, 2022
6. Conducted Virtual Meeting for Admission and Enrollment	Feb. 18, 2022
7. Conducted Virtual Meeting with the Admissions Technical Working Group & OVPSAS for the VSU CAT 2022 Preparation	Feb. 22, 2022
8. Presented the Proposed VSU CAT schedule and assigning of admission in-charge for component colleges during the UADCO Meeting	Feb. 23, 2022
9. Conducted Virtual Meeting for Document Review on Admission and Enrollment Process	Feb. 28, 2022
C. Administrative Support	
1. Signed official communications	Feb.1-28, 2022
2. Supervised OHA staff	Feb.1-28, 2022

Submitted by:

NANCY V. DUMAGUING
Head, OHA

Approved:

ALELI A. VILLOCINO
VP, Student Affairs and Services