



ACCOMPLISHMENT REPORT

[February 1-28, 2022]

1. Signed office-related documents and attended to other office-related matters
2. Facilitation of Request for a JO (Job order position) to assist our lone Administrative Assistant in the office
3. Ongoing preparations for AACUP (MS AgEcon/MAGDev major in Ag Econ)
4. Attended/Conduct meetings re:
 - a. Academic Advisers' Re-Orientation – March 3
 - b. DOE meeting – February 4
 - c. OVPI Consultation for College Deans – February 4
 - d. Faculty On-Boarding – February 7 & 8
 - e. VSUFA meeting – February 9
 - f. CME Workshop re SWOT, ROAM, OTP)
 - g. CME Workshop (re Needs Expectation/WFP) - February 21
 - h. UAC meeting – February 22
 - i. DOE Special meeting – February 22
 - j. DOE-ISRDS Joint meeting – February 23
 - k. CME Anniversary Celebration – February 28 (Opening Program)

Submitted by:

MARIA HAZEL I. BELLEZAS
Department Head

Recommending Approval:

MOISES NEIL V. SERIO
Dean, CME

Approved:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs