

INSTITUTE FOR STRATEGIC RESEARCH AND DEVELOPMENT STUDIES

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ACCOMPLISHMENT REPORT

April 1-30, 2023

- Performed ISO-related task: supervised dDRC in proper barcoding and filing of documents
- 2. Arranged with faculty for class observation sessions (postponed to next month)
- 3. Attended Turnitin webinar (April 17 pm)
- 4. Conducted staff meeting (April 25)
- 5. Participated in preparing for VSU anniversary (April 24-25)
- 6. Participated in VSU anniversary celebration activities (April 27-28)
- 7. Attended to personnel and building upkeep concerns

Note: Holidays/ work suspended on: April 5 PM; April 6-7; April 10; April 21; April 27-28

Submitted by:

LILIAN B. NUÑEZ

Recommending Approval:

Approved:

MOISES NEIL V. SERINO

Dean, CME

BEATRIZ S. BELONIAS

VP for Academic Affairs