





INSTITUTE OF TROPICAL ECOLOGY AND ENVIRONMENTAL MANAGEMENT

Visca, Baybay City, Leyte, 6521-A Telephone: +63 53 563-7497 / 7726 // 565-0600 (1052) Email: <u>iteem@vsu.edu.ph</u> | Website: <u>www.ysu.edu.ph</u>

ACCOMPLISHMENT REPORT

[Sept. 1 - 30, 2022]

- 1. Attended virtual meetings/trainings/onboarding:
 - a. Attendance to FOB, AY 2022-2023 (Sept. 5-7).
 - b. Attended PIT-VSU (DBS & ITEEM) collaboration meeting (Sept. 6)
 - AACCUP virtual meeting re Preparation status for the level III accreditation of the 7 programs of VSU (Sept. 7)
 - d. Attended virtual master thesis defense of Arne Van Den Broeck from KU Leuven (Sept. 7)
 - e. Attended newly-hired faculty onboarding and webinar workshop on VSUEE (Sept. 8-9)
 - f. Attended Webinar on Supervisory Development Course (SDC) Track 1 conducted by CSC-Region 8 (Sept. 20-23)
- Reviewed BSES Research and Extension area matrix in preparation for AACCUP Level 3 accreditation.
- Approved BSES and MSTREC enrollment.
- Approved faculty and staff time log appeals and applications for leave for July and August 2022.
- 5. Attended 122nd Philippine Civil Service Anniversary Opening Program (Introduction and Oath Taking of new appointees and promoted faculty and staff) (Sept. 5).
- 6. Conducted Part-time teaching demo and interview for 4 instructor position applicants (Sept. 5)
 - Conducted background investigations:
 - · Signed the ranking of applicants; and
 - Recommended the top 3 for the position.
- 7. Conducted faculty work loading (Sept. 6 & 12)
- 8. Attended Internationalization Project meeting (Sept. 6)
- APB representative for DPM demo and interview of applicants for teaching/faculty position (Sept. 12)
- 10. Attended CFES regular meeting (Sept. 13)
- 11. Reviewed supporting documents for AACCUP Narrative Profile for Research and Extension (Sept. 14)
- 12. Signed and approved BSES student's enrollment (Sept. 14)

