



ACCOMPLISHMENT REPORT

[Oct. 1 – 31, 2022]

1. Conducted AACCUP Task Forces meeting in preparation for the four (4) Key Areas (Instruction, Research, Extension, and Collaboration) scheduled for a dry run (Oct. 1);
2. Reviewed, monitored, and followed up, while on official travel, on the preparation of the BSES and MSTREC Program for AACCUP Level III, Phase 2 accreditation survey visit scheduled on Oct. 12-14, 2022.
3. Attendance to virtual meetings/trainings/accreditation:
 - a. AACCUP Level III, Phase 2 opening program and accreditors meeting for BSES and MSTREC Program under ITEEM (Oct. 12)
 - b. AACCUP presentation of Narrative Report for MS in Tropical Ecology Program (Oct. 13)
 - c. Graduate School Council meeting (Oct. 26)
4. Attended Level II review presentation of the two (2) Research Projects: CHED DARE TO and CRM-Artificial Reefs of Baybay City at the RDE Hall (Oct. 24)
5. Compiled and facilitated uploading of SDG 6 supporting documents/evidences for the Times Higher Education (THE) Impact Ranking 2023.
6. Submitted a request addressed to the VP for Admin and Finance for a check-up and necessary calibration of the Institute equipment;
7. Submitted a request addressed to the VP for Admin and Finance for a driver to be assigned regularly for the Mitsubishi Canter;
8. Signed the Individual Faculty Workloads of 9 faculty of the Institute;
9. Signed grade sheets, (3) and Student application for leave of absence (1).
10. Signed payrolls (17), DTRs (6), Vouchers (8), TO (41), Appointment Part timer (1), Liquidation report (1), Actual Teaching Load (1), Accomplishment report (1).

Submitted By:

ELIZA D. ESPINOSA
Director, ITEEM

Recommending Approval:

DENNIS P. PEQUE
Dean, CFES

Approved:

BEATRIZ S. BELONIAS
VP for Academic Affairs