





ACCOMPLISHMENT REPORT

[December 1-31, 2024]

- Signed/Approved office-related/concerned documents (i.e., travel order, time log appeals, DTR, leave application, clearance etc.)
- 2. Attended, PAEDA, CME EXECOM meetings
- 3. Conducted DOE monthly meeting
- 4. Facilitated the conduct of PAEDA Conference 2024
- 5. Served as session chairs in one of the parallel sessions of the PAEDA Conference 2024
- 6. Attended the GS Scholarship meeting
- 7. Attended the VSU Scholars meeting
- 8. Facilitated the conduct of DOE Progress review
- 9. Facilitated the conduct of DOE Year-end thanksgiving
- 10. Participated in the VSU Christmas Party
- 11. Gather relevant documents to comply ISO OFIs and NC
- 12. Remind faculty of IPCR accomplishments from July-December 2024
- 13. Gather relevant documents for the WURI initiatives

Submitted by:

ZYRA MAY H CENTINO Department Head

Approved:

LILIAN B. NUÑEZ Dean, CME



