



ACCOMPLISHMENT REPORT

December 1-31, 2021

1. Coordinated with other offices, department/s and VSU component colleges.
2. Manage the operation of the Office of Instructional Materials Development.
3. Monitored, reviewed and validated OBE Course Syllabus, TOS, VC Evaluation and Monitoring, and other related documents submitted by the department concerned.
4. Attended a meeting on Monitoring of OTPs, OPCRM, etc. Action plans for NCs and OFIs of OVPAA on December 3, 2021.
5. Coordinated with Nephila Web on the WIRIS Plugins Orientation last December 9, 2021.
6. Attended a series of Meeting for the University's Crisis Management Committee in preparation and response of Typhoon Odette last December 13-16, 2021.
7. Attended the Operational Planning Workshop last December 15-17, 2021.
8. Attended the OVPAA Workshop in Preparation of the 2022 SWOT, ROAM, OTP, NEIP, and WFP last December 28, 2021.

Submitted by:


NANCY D. ABUNDA

Head, Instructional Materials Development

Noted:


MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Approved:


BEATRIZ S. BELONIAS
VP for Academic Affairs