



Republic of the Philippines  
**CENTRAL PHILIPPINES STATE UNIVERSITY**  
Kabankalan City, Negros Occidental 6111  
Website: www.cpsu.edu.ph  
E-mail add: cpsu\_main@cpsu.edu.ph / nsca\_kabcity@yahoo.com.ph  
Contact No.: 09173015565 (Mobile); (034) 702-9903 (Landline)  
ISO 9001:2015 Certificate Registration Number: 01 100 1834939

## OFFICE OF THE BOARD SECRETARY

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### MINUTES OF MEETING OF ADMINISTRATIVE COUNCIL

**Date : June 5, 2024**

**Time : Started 9:31 AM**

**Meeting Adjourned: 3:44 PM**

**Venue : CPSU Accreditation Center**

#### AGENDA:

##### A. Important Updates

- On going Search and Evaluation for Private Sector Representative to the Board of Regents

##### B. Matters Arising from the Previous Minutes

- Organizational Structure
- No Handler Agreement during Search Competition
- Revoking the Asynchronous Mode of Learning due to heat index
- Valladolid Extension Class to Regular Campus

##### C. New Business

###### 1. Personnel Matter/s

- Sablay of Faculty and Staff during graduation

###### 2. Administrative Matter/s

- Deed of Donation between CPSU and Kabankalan City LGU
- Support to the 7<sup>th</sup> RAMSAR Site and other Wetlands Conservation Management Period
- Amendment of the Client Satisfaction Measurement tool for F.Y 2024
- Home lot Policy

###### 3. Financial Matters:

- Disbursement Voucher Memorandum

###### 4. Academic Concerns:

###### 5. Student Concerns

- Amendments of Student Handbook with Gradschool provisions

###### 6. MOAs/MOUs:

- MOP with Southeast Asia Regional Initiatives for Community Empowerment Inc.

###### 6. Other Matters:

##### C. Upcoming Activities

##### D. Announcement

##### E. Adjournment

**ATTENDANCE** (Please see attached sheet)

**Presiding Officer: Dr. Aladino C. Moraca**

#### PRELIMINARIES

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##### VISION

*CPSU as the leading technology-driven multi-disciplinary University by 2030*

##### MISSION

*CPSU is committed to produce competent graduates who can generate and extend leading technologies in multi-disciplinary areas beneficial to the community.*

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Dr. Aladino C. Moraca, CPSU President and Chair of the Administrative Council, presided over the meeting. He asked the body for additional matters to be included in the agenda. The meeting started with a prayer.

The secretary mentioned that the majority of the members of the administrative council are present; hence, quorum was declared by the presiding officer.

Some more comments were asked, since there were none. Upon motion duly made and seconded, the agenda presented was adopted. CARRIED.

### DISCUSSION PROPER

#### A. Important Updates:

##### May 2024 Updates

- A video presentation was played on the screen showcasing the different activities of CPSU for the whole of May. The activities are as follows:
  - CCJE extends disaster risk reduction and fire prevention capability training for locals.
  - 33 CPSU new employees underwent orientation.
  - Former DA Secretary, RU Foundry CEO, and FFF official visit CPSU
  - CPSU enters the 3Zero Club in partnership with NWTf.
  - CCJE joined the third CCJE Research Congress of STI-West Negros University.
  - CPSU CCJE signed a Memorandum of Agreement with STI-West Negros University.
  - CPSU San Carlos signs an MOA with Vallehermoso BJMP.
  - CPSU administers a university-wide pre-board examination for College for Teacher Education graduating students.
  - CPSU Main Campus (CHM) conducts the Skills Olympics and Hospitality Forum.
  - Mid-year convention of non-teaching personnel in 2024
  - Two rice planting method demonstrations using the university's newly acquired rice transplanter and agricultural drone.
  - Training of trainers on the use of Starbook, Visser kits, and 3D printers.
  - ICT Training for Contract of Service.
  - CPSU Library goes solar-powered
  - CPSU Candoni is now with Starlink Connectivity.
  - JIRCAS and Utsunomiya University representatives visit the CPSU Main Campus.
  - Kubota, Agrimach, holds the 1st Kubota-saka AgriTalk Seminar for BSABE.
  - DOST, CPSU, and cooperating agencies bring Pandayan ng Bayan to indigenous farmers.
  - CCS Building Inauguration
  - Groundbreaking Ceremony of the Administrative Offices
  - Groundbreaking ceremony of the International House.
  - Crafting of the Institutional Program Intended Learning Outcomes.

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- Three (3) schools from Negros Occidental Districts 1 to 3 received an IT educational package.
- CPSU ROTC Cadets Pass RAATI 2024 with Excellence
- CPSU CCS students won second runner-up at the Start-up Tailored Empowerment and People-Focused Upskilling (STEP-UP) Project Pitch Demonstration.
- CPSU Electrical Engineers have 80% first-time passers and a 63% national passing rate. CPSU Let Passers, Elementary Level, First-time takers:
  - Main Campus- 92%
  - Cauayan- 91.67%
  - Hinigaran- 95%
  - Hinoba-an- 100%
  - San Carlos- 90%
  - Victorias- 94.59%
- CPSU Let Passers, Secondary Level, First-time takers:
  - Main Campus- 97.70%
  - Cauayan- 90.91%
  - Ilog-100%
  - Hinigaran- 50%
  - San Carlos- 81.40%
  - Victorias- 100%
  - Sipalay- 92.86%
- CPSU Let Result

Program	CPSU overall passing percentage	CPSU National Passing Percentage
BEED	94%	46.67%
BSED	90.86%	58.78%

- CPSU received awards during the 3<sup>rd</sup> Commission on Higher Education Regional Quality Awards.
  - Excellence in Internationalization Initiatives
  - SUCs and LUCs with 100% COPC of undergraduate programs
  - Model implementer: StuFAPS
  - Recognition for the Provision of Support to CHEDRO VI endeavors.
- It was mentioned that the SUC leveling result is expected to be released in the 3<sup>rd</sup> quarter of 2024.

**PS Search Update**

- Ma'am Nelly Cabual presented that CPSU is now searching for one private sector representative. She added that Referendum No. 24, 2024, Approving the Minimum Qualifications, Documentary Requirements, Documentary Evaluation Criteria, and Schedule of Activities for Selecting One (1) Private Sector Representative to the CPSU Board of Regents per CMO. No. 07, S. 2022, is now approved.

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- **Minimum Qualifications:**
  1. Be a Filipino citizen and of legal age.
  2. From an industry, business, or profession preferably related to the SUC's charter or mandate.
  3. Have at least five (5) years of employment, business, or practice of a profession in the private sector;
  4. Be domiciled in or a resident for at least two (2) years in the city or province where the SUC or its campuses are located;
  5. Not connected with the SUC concerned or other government agencies and instrumentalities in any manner for one (1) year immediately prior to his or her nomination to the PSR position;
  6. Not currently employed or appointed to any position in the government (local, national, including government-owned and controlled corporations), be it full-time or part-time, at the time of nomination for the PSR position;
  7. Not related to any member of the present Board or their duly authorized representatives, within the fourth civil degree of consanguinity or affinity; and,
  8. There has not been a candidate who lost in any national or local election, except for barangay elections, within one (1) year after such an election.
  
- **Documentary Requirements for Application of Nomination to the PSR.**
  1. In order to observe the minimum requirements provided in Section 4, the nominee shall provide the following documentary requirements:
  2. A formal application or nomination form by a prominent citizen or private organization must be addressed to:
    - **RIZA STEPHANIE A. ALFARAS**  
Professor 2 and Chair, Search for CPSU Private Sector Representative  
Central Philippine State University  
Kabankalan City, Negros Occidental
  3. Duly notarized application or nomination (with the signature of the nominee);
  4. Duly accomplished, computerized, and notarized personal data sheet (CSC Form 212);
  5. Certificate of Employment stating the nominee's present position in the private sector related to the industry, business, or profession related to the SUC's charter or mandate;
  6. Service Record of Nominees who have been employed in the government at any point;
  7. NBI Clearance;
  8. Certification of No Connection with SUC the nominee is applying for or nominated to;
  9. Signed commitment and availability of the nominee to serve as PSR;
  10. Signed to conform to the conditions of PSR as provided in Section 14; and,
  11. Other documents may be required by the SUC GB.
  12. The nomination form may be obtained from the official page of **the Office of the Board Secretary.**

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13. All nominations and applications must be accompanied by the applicant's vision and duly completed personal data form to include attachments and must be submitted no later than **July 15, 2024**, or, if mailed, must be postmarked **July 15, 2024**.

- Ma'am Nelly Cabual mentioned that Cong Cheding Alvarez encourages those from the North Area to have nominations because most of the private sector representatives of CPSU come from the South and Central Negros.
- She added that it would be better if there were more than five applicants. Three qualified applicants are needed to make sure that there will be no failure in the search.
- She added that she will need the help of Dr. Flora Carpio for the publication and the PIO for the announcement.
- She encouraged the Administrative Council to nominate someone who could surely help the university.
- President Moraca shared that during the last meeting of SUC's president, they agreed to submit a resolution requesting to return the implementation of the capital outlay of above PHP 5 million to the university.

### **B. Matters Arising from the Previous Minutes**

#### **Organizational Structure**

*Upon motion duly made by Dr. Moody Deocares, seconded, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:*

RESOLVE, AS IT IS HEREBY RESOLVED, that after thorough deliberation on the matter, the Administrative Council UNANIMOUSLY **ENDORSED** FOR BOARD OF REGENTS APPROVAL THE 3<sup>RD</sup> REVISION OF THE ORGANIZATIONAL STRUCTURE.

RESOLVE FURTHER, AS IT IS HEREBY RESOLVED, that THE DIRECTOR FOR INTERNATIONAL AFFAIRS WILL BE CHANGED TO DIRECTOR FOR INTERNATIONAL AFFAIRS AND LINKAGES.

**UNANIMOUSLY ENDORSED.**

*Upon motion duly made by pr. Michael M. Bacolod, duly seconded by Dr. Fernando D. Abello, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:*

RESOLVE, AS IT IS HEREBY RESOLVED, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL UNANIMOUSLY **APPROVED** THAT PEDO WILL BE TAKE-CHARGE IN ALL CPSU PROJECTS AND A JOB ORDER EMPLOYEE WILL BE ASSIGNED IN EACH PROJECT TO OVERSEE THE DAY-TO-DAY OPERATIONS AND WILL REPORT DIRECTLY TO THE PEDO DIRECTOR. ALL CURRENT PROJECT IN-

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CHARGE WILL FOCUS ON RESEARCH, EXTENSION AND INSTRUCTION AFTER THIS DECISION TAKES INTO EFFECT.

**UNANIMOUSLY APPROVED.**

### **No Handler Agreement**

*Upon motion duly made by Prof. Eleanor F. Castro, duly seconded, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:*

RESOLVE, AS IT IS HEREBY RESOLVED, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL UNANIMOUSLY **APPROVED** THAT DURING THE UNIVERSITY WEEK SEARCH FOR MR. AND MS. CPSU, THE COACH ARE ALLOWED TO HIRE HANDLER, AND IT IS UP TO THE DESCRETION OF THE COACH IF THEY WILL GET A HANDLER FROM EXTERNAL OF INTERNAL.

RESOLVE FURTHER, AS IT IS HEREBY FURTHER RESOLVED, THAT FOR FINANCIAL MATTERS DURING THE MR. AND MS. CPSU PAGEANT ESPECIALLY ON HANDLER FEE SHOULD BE DISCUSSED WITH FINANCE HEADS.

RESOLVE FURTHERMORE, AS IT IS HEREBY FURTHERMORE RESOLVED, THAT NO HANDLER IS ALLOWED FOR SEARCH FOR MR. AND MS. FLP NEGROS DURING FLP LOCAL CONVENTION AND THE PAGEANT CATEGORY MUST BE SIMPLER.

**UNANIMOUSLY APPROVED.**

### **Revoking the Asynchronous Mode of Learning due to heat index**

*Upon motion duly made by Prof. Eleanor Castro, duly seconded, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:*

RESOLVE, AS IT IS HEREBY RESOLVED, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL UNANIMOUSLY **APPROVED** REVOKING THE RESOLUTION MADE BY THE COUNCIL ON THE AUTOMATIC TRANSITION OF CLASSROOMS TO AN ASYNCHRONOUS LEARNING ENVIRONMENT WHENEVER THE HEAT INDEX REACHES 41 DEGREES CELSIUS.

**UNANIMOUSLY APPROVED.**

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### **Conversion of Valladolid Extension Class into a Regular Campus**

*Upon motion duly made by Dr. Michael M. Bacolod, duly seconded by Bella Supe, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:*

RESOLVE, AS IT IS HEREBY RESOLVED, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL UNANIMOUSLY **AGREED** TO LAY ON THE TABLE FOR FURTHER DISCUSSION THE CONVERSION OF VALLADOLID EXTENSION CLASS INTO A REGULAR CAMPUS.

RESOLVE FURTHER, AS IT IS HEREBY FURTHER RESOLVED, TO INVITE THE MUNICIPAL MAYOR AND SANGGUNIANG BAYAN COUNCIL OF VALLDOLID FOR A SPECIAL ADMINISTRATIVE COUNCIL MEETING TO DISCUSS AND PRESENT THE STATUS OF VALLDOLID EXTENSION CLASS.

**UNANIMOUSLY AGREED.**

### **1. Personnel Matter/s**

*Upon motion duly made by Rhonelo Lobrique, duly seconded by Bella Supe, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:*

RESOLVE, AS IT IS HEREBY RESOLVED, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL UNANIMOUSLY **APPROVED** THAT ALL FACULTY AND STAFF WILL WEAR THE STANDARD SABLAY OF CPSU DURING THE GRADUATION TO ESTABLISH AN IDENTITY.

RESOLVE FURTHER, AS IT IS HEREBY FURTHER RESOLVED, THAT THE COMMITTEE TO FINALIZE THE DESIGN ARE AS FOLLOWS:

DR. ANGELIE ROSE LUMBA	-CHAIRPERSON
DR. PILIPINAS MA. D. JAREÑO	- MEMBER
DR. AUBREY GINELLE RALLOS	- MEMBER
BELLA SUPE	- MEMBER

**UNANIMOUSLY AGREED.**

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### **GALA Uniform**

*Upon motion duly made, seconded, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:*

RESOLVE, AS IT IS HEREBY RESOLVED, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL UNANIMOUSLY **APPROVED** THE DESIGN NUMBER FOUR AS THE DESIGN FOR CPSU COLOR GAURDS AND GALA.

RESOLVE FURTHER, AS IT IS HEREBY FURTHER RESOLVED, THAT DESIGN NUMBER FOUR SHOULD BE ENHANCED AND THE COMMITTEE INCHARGE TO ENHANCE THE DESIGN IS THE SAME COMMITTEE WITH THE SABLAY.

**UNANIMOUSLY APPROVED.**

**At 11:55, the presiding chair called for a recess. Meeting resumed at 12:22 PM.**

### **2. Administrative Matter/s**

#### **Deed of Donation between CPSU and Kabankalan City LGU**

*Upon motion duly made by Dr. Fernando D. Abello, seconded, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:*

RESOLVE, AS IT IS HEREBY RESOLVED, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL UNANIMOUSLY **ENDORSED** FOR THE AUTHORITY OF THE PRESIDENT TO ACCEPT DONATION AND SIGN PERTINENT DOCUMENT FOR DONATION WORTH P1,046,740.00 OF EQUIPMENT AND MATERIALS FROM THE LOCAL GOVERNMENT OF KABANKALAN CITY.

**UNANIMOUSLY ENDORSED.**

#### **Support to the 7<sup>th</sup> RAMSAR Site and other Wetlands Conservation Management Period**

Upon motion duly made by Dr. Fernando D. Abello, duly seconded by Dr. Michael M. Bacolod, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:

RESOLVE, AS IT IS HEREBY RESOLVED, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL UNANIMOUSLY **ENDORSED** TO THE HONORABLE BOARD OF REGENTS' APPROVAL FOR THE AUTHORITY OF THE PRESIDENT TO ENTER INTO

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AND SIGN PERTINENT DOCUMENT FOR THE 7TH RAMSAR SITE AND OTHER WETLANDS OF THE PROVINCIAL GOVERNMENT OF NEGROS OCCIDENTAL THRU PROVINCIAL ENVIRONMENT OFFICE.

RESOLVE, AS IT IS HEREBY RESOLVED, TO CHANGE THE AGREEMENT FROM DEED OF DONATION TO DEED OF USUFRUCT FOR THE PORTION OF LAND WITHIN THE RESERVATION AREA OF CPSU FOR ONE (1) VIEWING DECK WITH COMFORT ROOMS AT TAGUKON, INAPAOY, CAMINGAWAN, TAMPALON AND ORINGAO (TICATO) LCA BECAUSE CPSU IS NOT ALLOWED TO DONATE PORTION OF ITS LAND RESERVATION.

**UNANIMOUSLY ENDORSED.**

### **Amendment of Client Satisfaction Measurement Tool (CSM) for F.Y. 2024**

*Upon motion duly made by Dr. Fernando D. Abello, seconded, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:*

RESOLVE, AS IT IS HEREBY RESOLVED, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL UNANIMOUSLY **NOTED** THE CLIENT SATISFACTION MEASUREMENT TOOL FOR FISCAL YEAR 2024.

**UNANIMOUSLY NOTED.**

### **Home lot Policy**

*Upon motion duly made, seconded, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:*

RESOLVE, AS IT IS HEREBY RESOLVED, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL UNANIMOUSLY **NOTED** THAT BASED ON THE DISBURSEMENT VOUCHER MEMORANDUM, THAT THE RESPECTIVE OFFICE HEADS OR IMMEDIATE SUPERVISOR SHOULD BE THE ONE TO SIGN THE DISBURSEMENT VOUCHER.

**UNANIMOUSLY NOTED.**

### **Free Higher Education Allocation for Fiscal Year 2023**

- Second Semester: 117 Million
- Mid-year : 8 Million
- Total: 125 Million

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### 3. Academic Matter/s

*Upon motion duly made, seconded, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:*

RESOLVE, AS IT IS HEREBY RESOLVED, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL UNANIMOUSLY **AGREED** THAT THE PRINTED DIPLOMA WILL BE RELEASED DURING THE GRADUATION.

**UNANIMOUSLY AGREED.**

### 4. Student Matters

#### **Proposed Amendments Conditional Grade, Incomplete Grade and Removal Examination**

*Upon motion duly made by Dr. Fernando D. Abello, duly seconded by Dr. Michael M. Bacolod, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:*

RESOLVE, AS IT IS HEREBY RESOLVED, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL UNANIMOUSLY **ENDORSED** FOR BOARD OF REGENT APPROVAL THE INSERTION OF GRADUATE SCHOOL PROVISIONS ON THE STUDENT HANDBOOK AND THE AMENDMENT ON CONDITIONAL GRADE, INCOMPLETE GRADE AND REMOVAL EXAMINATION.

RESOLVE FURTHER, AS IT IS HEREBY FURTHER RESOLVED, THAT THE GRADUATE SCHOOL SHOULD ADOPTS THE PREVIOUSLY APPROVED NUMERICAL GRADING SYSTEM BUT THE GRADES OF STUDENTS SHOULD NOT BE LOWERED THAN 2. IN THE EVENT THAT THE GRADE IS LOWER THAN 2.0.

**UNANIMOUSLY ENDORSED.**

### 5. MOAs/MOUs

#### **MOP with Southeast Asia Regional Initiatives for Community Empowerment Inc.**

*Upon motion duly made Dr. Ervin F. Ferraris, duly seconded by Dr. Noel Fordente, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:*

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APPROVAL THE INSERTION OF GRADUATE THE AUTHORITY OF THE PRESIDENT TO ENTER INTO AND SIGN PERTINENT DOCUMENT FOR THE MEMORANDUM OF PARTNERSHIP BETWEEN CPSU AND SOUTHEAST ASIA REGIONAL INITIATIVES FOR COMMUNITY EMPOWERMENT (SEARICE).

**UNANIMOUSLY ENDORSED.**

### 6. Other Matters

#### **Purchase request System**

*Upon motion duly made Ken Balogo, duly seconded by Noel Dayono, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:*

RESOLVE, AS IT IS HEREBY RESOLVED, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL UNANIMOUSLY **APPROVED** THE USED OF PURCHASE REQUEST SYSTEM AND AN ORIENTATION SHOULD BE CONDUCTED TO ORIENT USERS OF THE PROPER USE OF THE SYSTEM.

**UNANIMOUSLY ENDORSED.**

#### **Stray Dogs Concern**

*Upon motion duly made Ken Balogo, duly seconded by Noel Dayono, and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:*

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**UNANIMOUSLY APPROVED.**

### C. ANNOUNCEMENT

- Dr. Castro announced that next week there will be a 2-day training for curriculum development with NORSU. She added that the deadline for the submission of standards for each college is Sunday. She also mentioned

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that those from extension campuses can reserve a room at the minihotel. She also mentioned that the program is already available.

- For faculty loading, to make things clear, the VPAA should sit with QA
- As early as June 11, 2024, a meeting for University Week should be held.
- Faculty evaluation will now be done by QA with an internal audit.
- Finalizing the template of communication letters, certificates and others incorporating the Bagong Pilipinas logo.
  
- Calendar of Activities for May

Date	Activity	Status
May 1, 2024	Chorale and Rondalla Training	Not accomplished
May 6, 2024	Convocation/ Flag Ceremony  -Special Program: Disaster Risk , Prevention, Mitigation and Preparedness	Cancelled
May 8, 2024	Administrative Council Meeting	Done
May 9, 2024	Pre-procurement Planning for recognition and graduation ceremonies	On-going
May 10, 2024	<ul style="list-style-type: none"> <li>• Deadline of PR Submission for recognition and graduation ceremonies</li> <li>• Launching of Strategic Plan</li> <li>• Tree Growing Activity</li> </ul>	<ul style="list-style-type: none"> <li>• On- going</li> <li>• Cancelled</li> <li>• Cancelled</li> </ul>
May 13, 2024	Annual Physical Examination of regular, permanent personnel. (Hypertension and Cervical Awareness Month, health and wellness month)	Rescheduled on July 24-26
May 15-16, 2024	<ul style="list-style-type: none"> <li>• Seminar on Multimedia, IMS Workbooks, Modules and Testing Materials</li> <li>• IMS Exchange with JRMSU</li> </ul>	<ul style="list-style-type: none"> <li>• Moved on Teaching Personnel Mid-year convention</li> <li>•</li> </ul>

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#### MISSION

*CPSU is committed to produce competent graduates who can generate and extend leading technologies in multi-disciplinary areas beneficial to the community.*

#### GOAL

*To provide efficient, quality, technology-driven and gender-sensitive products and services*



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 Kabankalan City, Negros Occidental 6111  
 Website: www.cpsu.edu.ph  
 E-mail add: cpsu\_main@cpsu.edu.ph / nsca\_kabcity@yahoo.com.ph  
 Contact No.: 09173015565 (Mobile); (034) 702-9903 (Landline)  
 ISO 9001:2015 Certificate Registration Number: 01 100 1834939

### OFFICE OF THE BOARD SECRETARY

	<ul style="list-style-type: none"> <li>• Non-Teaching Mid-Year Convention</li> </ul>	
May 16, 2024	<ul style="list-style-type: none"> <li>• Seminar on Proper Hygiene and Sanitation</li> </ul>	<ul style="list-style-type: none"> <li>• Postponed</li> </ul>
May 20, 2024	<ul style="list-style-type: none"> <li>• SSG and FLP Oath Taking and Turnover Ceremony</li> </ul>	<ul style="list-style-type: none"> <li>• Postponed</li> </ul>
May 21, 2024	<ul style="list-style-type: none"> <li>• Athletes training and Performing Arts Workshop</li> </ul>	<ul style="list-style-type: none"> <li>• Postponed</li> </ul>
May 23, 2024	<ul style="list-style-type: none"> <li>• Livelihood Training on Breadmaking to Women</li> </ul>	<ul style="list-style-type: none"> <li>• Postponed</li> </ul>
May 27, 2024	<ul style="list-style-type: none"> <li>• Victorias level II Accreditation</li> </ul>	<ul style="list-style-type: none"> <li>• Cancelled</li> </ul>
May 28, 2024	<ul style="list-style-type: none"> <li>• Hinoba-an Level II Accreditation</li> <li>• SSG Election</li> <li>• PRIMING Student-Leadership Empowerment Camp 2024</li> <li>• PASIDUNGOG Awards Night</li> </ul>	<ul style="list-style-type: none"> <li>• Postponed</li> </ul>
May 29, 2024	<ul style="list-style-type: none"> <li>• San Carlos Level II Accreditation</li> </ul>	<ul style="list-style-type: none"> <li>• Cancelled</li> </ul>
May 30, 2024	<ul style="list-style-type: none"> <li>• Sipalay Level II Accreditation</li> </ul>	<ul style="list-style-type: none"> <li>• Cancelled</li> </ul>
June 2, 2024	<ul style="list-style-type: none"> <li>• Pride Month Celebration</li> </ul>	<ul style="list-style-type: none"> <li>• Postponed</li> </ul>
June 5, 2024	<ul style="list-style-type: none"> <li>• Administrative Council Meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> </ul>

- Dr. Moraca reminded the Administrative Council, especially the finance team, to support the activities of the students, especially when it comes to the funds needed for the activity. He added that they should avoid the possibility that students will struggle with their activities and the funds for students should be allocated for student activities and projects.
- There will be a Special Administrative Council Meeting for the finalization of the SPMS on June 6, 2024, at 8:30 in the morning.

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## OFFICE OF THE BOARD SECRETARY

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### D. ADJOURNMENT OF MEETING

Since there are no agenda items to be tackled the meeting adjourned at 3:44 PM.

Prepared by:

SGD. **NELLY N. CABUAL**  
Board Secretary V/  
Council Secretary

ATTESTED:

SGD. **ENGR. MARC ALEXEI CAESAR B. DR. BADAJOS, Ph.D.**  
VPAA/Vice Chair  
Presiding

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ATTENDANCE SHEET

Event: Administrative Council Meeting

Date: JUNE 5, 2024 Venue: Accreditation Center

Organizing Department/s: Vice President for Admin and Finance Office

	NAME	POSITION/ DESIGNATION/ FUNCTIONAL AREA	CAMPUS	CELLPHONE NUMBER	SIGNATURE	
					AM	PM
1.	MORACA, ALADINO C., PhD	President	Main			
2.	BADAJOS, MARC ALEXEI CAESAR B., PhD	VPAF	Main			
3.	ABELLO, FERNANDO D., PhD	VPA	Main			
4.	PREDO, GREGORIO D.	NRENs Director	Main			
5.	TEE, SHARA MAE, R.	OIC Dean CCS	Main			
6.	KRIS V. MONTINOLA	DEAN -COE	Main			
7.	HUCALINAS, MERFE C. PhD	DEAN -COTED	Main			
8.	IGNACIO, SHEILA A.	Dean CHM	Main			
9.	PEDROSA, HANZEL L., PhD	Dean, CSE	Main			
10.	JUANCE, SHENAI F.	Dean CWE	Main			

06/07/24



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					AM	PM
11.	ALFARAS, RIZA STEPHANIE A., EDD				O.B	O-B
12.	JAREÑO, PILIPINAS MA. D., PhD	<i>OSM/STW</i>	<i>MAIN</i>	<i>09072827358</i>	<i>[Signature]</i>	<i>[Signature]</i>
13.	BACOLOD, Michael M., PhD				<i>[Signature]</i>	<i>[Signature]</i>
14.	BADAJOS, MARIA CRISTINA C.	Director, PDD	Main		<i>Dr. Japeth</i>	<i>Japeth</i>
15.	CARPIO, FLORA L., PhD	Director, DCIU			<i>[Signature]</i>	<i>[Signature]</i>
16.	CASTOR, SALVADOR C., PhD	Director NSTP			<i>[Signature]</i>	<i>[Signature]</i>
17.	CASTRO, ELEANOR F., PhD	Director, EPDD			<i>[Signature]</i>	<i>[Signature]</i>
18.	CALUGCUGAN, SHIRLY A.	Director - GAP			<i>[Signature]</i>	<i>[Signature]</i>
19.	DEGILLO, JIMMY O., PhD	Off. - ECSD			<i>[Signature]</i>	<i>[Signature]</i>
20.	DEOCARES, MOODY S., PhD	PPMGCO			<i>[Signature]</i>	<i>[Signature]</i>





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					AM	PM
21.	EMOY, JOSEPHINE ASUNCION R. PhD	mpdc	main	<del>0977</del>		
22.	ESCORIAL, RYAN B., DIT	nlr	main			
23.	JUNGCO, GRENNY I., PhD	QA Director	Main		for Maggison	for Maggison
24.	RALLOS, AUBREY GINELLE P., PhD	OIC Director, Training Service	Main			
25.	LUMBA, ANGELIE ROSE L., PhD					
26.	MALACAPAY, MARJON C., PhD					
27.	MARIÑO, ELEUTERIO D., III	PDO III	Main			
28.	NALAGON, ALEJANDRO E. PhD					
29.	PEDROSA, MARYVIC P., PhD	PDO D				
30.	ROBLES, RACHEL T.	KSCD	main			
31.	SERISOLA, JANET P.	IPWD	Main			



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					AM	PM
32.	BALOGO, KEN M.	Campus Admin	SCC	69176290174		
33.	BORRES, GERMA T., PhD	Campus Admin	Candayan			
34.	ESCOBER, JOE-AN MAE G., PhD	INTERNATIONAL AFFAIRS DIRECTOR				
35.	FERRARIS, ERVIN F., PhD	Campus Admin	Isfahan			
36.	FORDENTE, NOEL B. DPA	- do -	VICEDUMS			
37.	GEQUILLANA, ROSEMIE G.	CAMPUS ADMIN	MOISES PADILLA	09309927759		
38.	LACIDA, JR., WILLIE L. PhD	Campus Admin	Ilog	09178314535		
39.	CALAGO ARMIE SHEILA T. PhD- MBA	Campus Admin	Cadomi	0997854335		
40.	ROTE, LULAND P.	OIC campus Admin	Amorihan	09275245178		
41.	MANANAP, MANELYN L., PhD	coll. ext. class corr.	Valladolid	09452008321		



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					AM	PM
42.	SUPE BELLA D.	Compu Ad	Main			
43.	TRIO, VICENTE, JR. M.	AO II	Main	09171804673		
44.	BOLINAS, HENRY C., PhD	CAD	Main	09173017060		
45.	SUMONGSONG, ELFRED M.	Accountant III	Main			
46.	TOLEDO, JANE T.	AO II	Main	09173015565		
47.	VARGAS, FREIA L. PhD	HRM II / ADMIN OF V	Main	09166533146		
48.	LOBRIQUE, RHONELO M.	REGISTRAR	Main	0916-9946772		
49.	FETILUNA, JULUIS R.	College Librarian III	Main			
50.	LLAMAS, MA. SOCORRO T.	Supply Officer	Main	0917300924		
51.	DURAN, KRISTINE C.	Nurse II	Main	0917-106-9484		



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					AM	PM
52.	RACEL D. MALALU-AN	Atty. IV	Main		<i>Racel</i>	<i>Racel</i>
53.	BESANA, KRISTINE	AOV - Procurement Officer	Main		<i>Kristine</i>	<i>Kristine</i>
54.	PONTINO, JOEL	Asst Security	Main		<i>Joel</i>	<i>Joel</i>
55.	DAYONO NOEL, S PhD	QAIS	Main		<del><i>Dayono</i></del>	<del><i>Dayono</i></del>
56.	GALLEGO, JOSE GAY D. PhD	Unit Historian	Main	0917 7247 004	<i>Jose</i>	<i>Jose</i>
57.	JOANNIE MAGBANUA	INTERNAL AUDITOR III	Main	0915 776 2811	<i>Joannie</i>	<i>Joannie</i>
58.	ESCORIAL, SHIELA MAY L.	PIO Head	Main		<i>Shiela</i>	<i>Shiela</i>
59.	CORONEL, CHARLIE MAGNE					
60.	JOCSON, ROSE ANN	AOV-QA	Main	0929 2245 147	<i>Rose Ann</i>	<i>Rose Ann</i>
61.	CABUAL, NELLY N.	PS V	Main	0917 7026 775	<i>Nelly</i>	<i>Nelly</i>



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					AM	PM
62.	JABONETA G. ANNA MARIE	BoR Staff	Magh		<i>[Signature]</i>	<i>[Signature]</i>
63.	BELLO, ANDRELYN E.	BoR Staff	Main		<i>[Signature]</i>	<i>[Signature]</i>
64.	JADOLOS, CRIS JOHN V.	BoR Staff	Main		<i>[Signature]</i>	<i>[Signature]</i>
65.	BESANA, VICTORIA		Main		<i>[Signature]</i>	<i>[Signature]</i>
66.	MAYLINE M. VILLAR	BoR Staff	Main		<i>[Signature]</i>	<i>[Signature]</i>
67.	Christine J. Tagubilin	ADII / Payroll Section	Main		<i>[Signature]</i>	<i>[Signature]</i>
68.	Bernith Lorraine G. Canien	Legal	Main		<i>[Signature]</i>	<i>[Signature]</i>
69.	GABIA. L. A.	SOCMD	Main		<i>[Signature]</i>	<i>[Signature]</i>
70.						