

# OFFICE OF THE BOARD SECRETARY

ISO 9001:2015 Certificate Registration Number: 01 100 1834939

#### MINUTES OF MEETING OF ADMINISTRATIVE COUNCIL

Date : October 11, 2023

Time : Started 8:47 AM Adjourned Meeting: 12:10 PM

#### Venue : Via Zoom Cloud Teleconference

#### AGENDA:

- 1. Administrative and Finance Update
  - PBB Guidelines updates
- 2. Personnel Matters
- **3. Administrative Matters** 
  - GS Logo
    - Oct 19 Charter Anniversary
    - Proposed Training on Mental Health
    - Birthday greetings to Cong Cheding
- 4. Financial Matters:
- 5. MOAs/MOUs:
- MOA-c/o Hinobaan Campus
- MOA (BJMP Kab. CPSU GS & CBM)
- MOA for Car rental (Driving Training)
- 6. Other matters

ATTENDANCE (Please see attached sheet)

#### Presiding Officer – Dr. Marc Alexei Caesar B. Badajos

#### PRELIMINARIES

Dr. Marc Alexei Caesar Badajos, CPSU Vice President for Administration and Finance, 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 mostly of the members of the administrative council are present, hence quorum was declared by the Presiding Officer.

Some more comments were asked, since there was none, upon motion duly made by Engr. Maria Cristina Badajos and was duly seconded by Dr. Jimmy Demigillo agenda presented was adopted. **CARRIED**.

#### **DISCUSSION PROPER**

#### 1. Announcement / Presidents Report

The report was delivered by Dr. Moraca, the SUC President.

- New GAD Director is Mrs. Shirley Calugcugan
- > CPSU received an award from AIS for the Internationalization efforts
- Revived the horseshoe park
- Congratulated the family of Dr. Dechavez for sharing \$3,000 dollars to the CPSU Alumni.
- Preparing the WURI and THE entry
- > Update on internationalization effort with 32 presenters for SHGBEE 2



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

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> Mayor Miranda committed to sponsor the first night dinner of SHGBEE 2

# 2. Administrative Update;

# Update on Accreditation

- Engr. Montinola mentioned that mostly of the accreditation requirements were submitted and complied while others are well taken for compliance
- She also mentioned that they had difficulties in securing permits for laboratories
- Dr. Hucalinas shared that CPSU COTED accreditation focus are the following:
  - Research
  - Quality of Graduates
  - Tracers Study
  - Awards received by graduates
  - Planning Process
  - Extension
- > Planning process should have budget in their college
- Extension is their weakest part
- > The planning process emphasized how do they check the IPCR.
- Dr. Jungco mentioned that there are that there are scheduled accreditation on the following dates:
  - October 23-24- Graduate School
  - October 23-27- PSB for College of Teacher Education

# PBB Guidelines

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

**RESOLVED, AS IT IS HEREBY RESOLVED**, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL **UNANIMOUSLY NOTED** THE PBB GUIDELINES.

#### UNANIMOUSLY NOTED.

#### 3. Administrative Matters

#### GS Logo

Upon motion duly made by Dr. Pilipinas Ma. D. Jareño, duly seconded by Dr. Micheal Bacolod and unanimously carried, this Resolution was adopted by the CPSU Administrative Council, thus:

**RESOLVED, AS IT IS HEREBY RESOLVED**, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL **UNANIMOUSLY ENDORSED** TO THE HONORABLE BOARD OF REGENT FOR APPROVAL THE PROPOSED GRADUATE SCHOOL LOGO OF CPSU.

UNANIMOUSLY ENDORSED.



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## **Oct 19 Charter Anniversary**

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

**RESOLVED, AS IT IS HEREBY RESOLVED**, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL **UNANIMOUSLY NOTED** THE DIFFERENT ACTIVITIES FOR THE CHARTER ANNIVERSARY CELEBRATION ON OCTOBER 19, 2023.

**RESOLVED FURTHER, AS IT IS HEREBY FURTHER RESOLVED**, THAT ALL PERSONNEL ARE ENCOURAGED TO ATTEND THE EVENT.

# UNANIMOUSLY NOTED.

### Birthday greetings to Cong Cheding

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

**RESOLVED, AS IT IS HEREBY RESOLVED**, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL UNANIMOUSLY NOTED THAT THERE WILL BE PREPARATIONS AND BIRTHDAY GREETINGS THAT WILL BE PREPARED BY THE UNIVERSITY.

**RESOLVED FURTHER, AS IT IS HEREBY FURTHER RESOLVED,** THAT STUDENT LEADERS WILL BE ASSIGNED TO TAKE VIDEO GREETINGS FOR CONGRESSWOMAN ALVAREZ TO SHOW GRATITUDE FOR HER SIGNIFICANT CONTRIBUTION TO CPSU.

# UNANIMOUSLY NOTED.

# Proposed Training on Mental Health

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

**RESOLVED, AS IT IS HEREBY RESOLVED**, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL UNANIMOUSLY AGREED TO LAY THE MATTER ON THE TABLE SUBJECT FOR DISCUSSION WITH THE BUDGET OFFICE AND FINANCE.

#### UNANIMOUSLY AGREED.

4. MOU/ MOA.

# MOA-c/o Hinobaan Campus

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



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**RESOLVE, AS IT IS HEREBY RESOLVED**, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL **UNANIMOUSLY ENDORSED** TO THE HONORABLE BOARD OF REGENTS FOR THE AUTHORITY OF THE PRESIDENT ENTER INTO AND TO SIGN THE MEMORANDUM OF AGREEMENT BETWEEN CPSU AND HON. MARIA TERESA L. BILBAO, BRGY CAPTAIN OF BARANGAY POOK, HINOBA-AN FOR THE IMPLEMENTATION OF STORY AND READING SESSION IN THE CHILDREN IN BRGY POOK.

#### UNANIMOUSLY ENDORSED.

# MOA MUNICIPAL LOCAL GOVERNMENT UNIT OF HINOBA-AN

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 ENDORSED** TO THE HONORABLE BOARD OF REGENTS FOR THE AUTHORITY OF THE PRESIDENT ENTER INTO AND TO SIGN THE MEMORANDUM OF AGREEMENT BETWEEN CPSU AND MUNICIPAL LOCAL GOVERNMENT UNIT OF HINOBA-AN FOR CPSU STUDENTS TO AVAIL THE MEDICAL AND DENTAL SERVICES OF THE LOCAL GOVERNMENT.

#### UNANIMOUSLY ENDORSED.

#### MOA (BJMP - Kab. - CPSU GS & CBM)

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 ENDORSED** TO THE HONORABLE BOARD OF REGENTS FOR THE AUTHORITY OF THE PRESIDENT ENTER INTO AND TO SIGN THE MEMORANDUM OF AGREEMENT BETWEEN CPSU AND BUREAU OF JAIL MANAGEMENT AND PENOLOGY KABANKALAN FOR THE NEW PROGRAM OF THE BJMP WHICH IS COLLEGE EDUCATIONAL BEHIND BARS FOR THE PERSONS DEPRIVED OF LIBERTY.

#### UNANIMOUSLY ENDORSED.

#### MOA/MOUs of Extension Service

- MOA with Cansilayan
- MOA with Pinamus-an

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



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# UNANIMOUSLY ENDORSED.

# MOA for Car rental (Driving Training)

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 ENDORSED** TO THE HONORABLE BOARD OF REGENTS FOR THE AUTHORITY OF THE PRESIDENT ENTER INTO AND TO SIGN THE MEMORANDUM OF AGREEMENT BETWEEN CPSU AND CAR RENTAL OWNER FOR THE DRIVING LESSON WITH A COLATILLA THAT IT WILL BE REVIEWED BY THE SOLGEN.

UNANIMOUSLY ENDORSED.

#### 5. Other Matters

#### **Fund sources**

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

**RESOLVED, AS IT IS HEREBY RESOLVED**, THAT AFTER THOROUGH DELIBERATION ON THE MATTER, THE ADMINISTRATIVE COUNCIL **UNANIMOUSLY NOTED** TO OPEN A SEPARATE ACCOUNT FOR EACH FUND SOURCES AS PER RECOMMENDATION OF THE COMMISSION ON AUDIT.

**RESOLVED FURTHER, AS IT IS HEREBY FURTHER RESOLVED**, THAT THE MONEY FROM OTHER ACCOUNTS CANNOT BE USED TO FUND OR USE TO OTHER FUND SOURCE.

#### UNANIMOUSLY NOTED.

## **CPSU Canteen**

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

**RESOLVED, AS IT IS HEREBY RESOLVED, THAT AFTER THOROUGH DELIBERATION ON THE MATTER,** THE ADMINISTRATIVE COUNCIL UNANIMOUSLY NOTED THAT THE CANTEEN WILL BE OPEN FOR AUCTION AND THE WINNING BIDDER WILL BE THE ONE TO OPERATE THE CANTEEN.



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**RESOLVED FURTHER, AS IT IS HEREBY FURTHER RESOLVED,** THAT RENTAL FEE WILL BE IMPOSED FOR CPSU CANTEEN AND COOP. THE AMOUNT IS STILL TO BE DETERMINED, SUBJECT TO FURTHER STUDY.

UNANIMOUSLY NOTED.

# ADJOURNMENT OF MEETING

Since there was no other business to be taken up, the meeting adjourned at 12:10 in the afternoon.

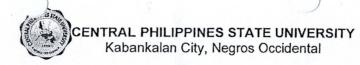
Prepared by:

SGD. NELLY N. CABUAL

Board Secretary V/ Council Secretary

ATTESTED:

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



## Event: Administrative Council Meeting

Date: October 11, 2023 Venue: Via Hybrid Conferencing

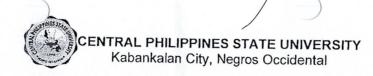
Organizing Department/s: Vice President for Admin and Finance Office

NAME		POSITION/ DESIGNATION/	CAMPUS	CELLPHONE	SIGNATURE		
	1	FUNCTIONAL AREA		NUMBER	AM	РМ	
1.	MORACA, ALADINO C., PhD	Resident	Main			R	
2.	BADAJOS, MARC ALEXEI CAESAR B., PhD	VPHT	MAIN		apy	Jup	
3.	ABELLO, FERNANDO D., PhD	PPAN			$\overline{\mathcal{A}}$	2	
4.	BACOLOD, Michael M., PhD	CRAS DED	WHIM	<	A		
5.	COFINO, CHESTER L., PHD	Ces Denn	Main		MA		
6.	KRIS V. MONTINOLA	Cut-Dtan	main	(	mation	- Chartishor-	
7.	HUCALINAS, MERFE C.	Cotted Dem	Main		Antelleran	Augun	
8.	IGNACIO, SHEILA A.	Dewn Emn	main		Wiggnas	Neifanar	
9.	PEDROSA, HANZEL L., PHD	jest at			A		
10.	JUANCE, SHENAI F.	Pen Cyc	perit		A	- Al	

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# Event: Administrative Council Meeting

Date: October 11, 2023 Venue: Via Hybrid Conferencing

Organizing Department/s Vice President for Admin and Finance Office

NAME		POSITION/ DESIGNATION/ FUNCTIONAL	CAMPUS	CELLPHONE	SIGNATURE		
		AREA		NUMBER	АМ	РМ	
11.	ALFARAS, RIZA STEPHANIE A., EDD	65	Mein		. Darpen	Dout an	
12.	JAREÑO, PILIPINAS MA. D., PHD	JESA Atm	pan	07185787.7785	. AX	- Alexandre	
3.	BILLEN, DOMINIC L.	Ems Director	Mam	6995 329278	AN-	AD	
4.	BADAJOS, MARIA CRISTINA C.	planning	MAIN		mithon	Loger tal.	
5.	CARPIO, FLORA L., PHD				h	Ph.S	
6.	CASTOR, SALVADOR C., PHD				OB	100.	
7.	CASTRO, ELEANOR F., PHD	Dueifa, CPD6	Hein		X	AC	
3.	CALUGCUGAN, SHIRLY A.	Director-GAD	Main ,	0975 3470 701	60	ad	
	DEGILLO, JIMMY O., PHD	R'I-EZM	Vara		Un too	Amo	
	DEOCARES, MOODY S., PHD				6 P2	TOB.	

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Event: Administrative Council Meeting

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Date: October 11, 2023 Venue: Via Hybrid Conferencing

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

NAME		POSITION/	CAMPLIC	CELLPHONE	SIGNATURE	
		DESIGNATION/ FUNCTIONAL AREA	CAMPUS	NUMBER	AM	PM
1. EM	OY, JOSEPHINE ASUNCION R. PHD	IMPDZ birds	è	<	AA	art
	CORIAL, RYAN B., DIT	MIS			A.	70
	NGCO, GRENNY I., PHD	Q.A. Director			60	
	DUNA, MARY GRACE NOREEN P., PHD	D.A. Director Director, Thurson Corn	licea		mat	Aut
	IMBA, ANGELIE ROSE L., PHD	RDS Director			Anta	Hold -
	LACAPAY, MARJON C., PhD	Pireter, ME			Chalang	thelew
	RINO, ELEUTERIO D., III	PANMO	MAIN	/	the ht	Esson thu
	LAGON, ALEJANDRO E. PHD	Sprom.	Man		14/1	A
	DROSA, MARYVIC P., PHD				H	17
	DBLES, RACHEL T.	RSCM NN			AP	AP
	ERISOLA, JANET P.	(PM) Miright	Mann	<	t/ ff	

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# Event: Administrative Council Meeting

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Date: October 11, 2023 Venue: Via Hybrid Conferencing

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

NAME		POSITION/ DESIGNATION/	CAMPUS	CELLPHONE	SIGNATURE	
		FUNCTIONAL AREA		NUMBER	AM	РМ
32.	BALOGO, KEN M.	CAMPUS AND	Son GAMUNS	09176240174	12.00	Kiga
33.	BORRES, GERMA T., PHD				· · ·	
34.	ESCOBER, JOE-AN MAE G., PhD					
35.	FERRARIS, ERVIN P., PhD	Campus Adum			the Am	
36.	FORDENTE, NOEL B.	```				
37.	GEQUILLANA, ROSEMAE G.				for noter	for when
38.	LACIDA, JR., WILLY L.	Conpus Admin	164	07178314535	Jam	Sur
39.	MISAJON, CHIM C., PHD	-	)		Q	0
40.	PANGANIBAN, GLADYS L.				0	l M-
41.	MANANAP, MANELYN L., PhD			-	t por	t-th

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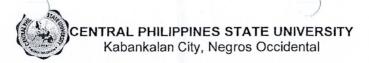
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Organizing Department/s: Vice President for Admin and Finance Office

NAME		POSITION/ DESIGNATION/ FUNCTIONAL AREA	DESIGNATION/ CAMPUS		SIGNATURE		
42.	PREDO, GREGORIO D.				A	A	
43.	TRIO, VICENTE, JR. M.	Backet Officer	Main	د	-for-ig	- dot	
44	BOLINAS, HENRY C., PhD	CAD	heronian		Reed	Vero	
	SUMONGSONG, ELFRED M.	Accountant III	Main		M	-JAD	
46.	TOLEDO, JANE T.	Admin Oppier U	Main		And	And	
47.	VARGAS, FREIA L. PhD	Mmo	nern	Ognzuzby	h	14-0-	
48.	LOBRIQUE, RHONELO M.		MAN	<			
49	FETHUNA JULUIS R.	librarian	Maen		Beller -	Belly	
50	LLAMAS MA SOCORRO T.	purply aprin	Rain A		1	The	
51	DURAN KRISTINE C.	Muse 11	Main		Fr	72	

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Date: October 11, 2023 Venue: Via Hybrid Conferencing

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

NAME		POSITION/ DESIGNATION/	CAMPUS	CELLPHONE	SIGNATURE		
		FUNCTIONAL AREA		NUMBER	АМ	РМ	
52.	BESANA, KRISTINE	Procurement Orlicey	Main	2917 144 158a	Citizt	Citud	
53.	PONTINO, JOEL	chater sec.	many	09650956783	13.	NX	
54.	CABUAL, NELLY N.				fraining	ling	
55.	BELLO, ANDRELYN E.	BOR Jayy	man	09270000700	Inthe	(m.	
56.	JADOLOS, CRIS JOHN V.	BOR STREE	Main			1 A	
57.	CHRISTOPHER DALE G. PILLORA	OJT	Main		Za	22	
58.	MATT LAURENCE M. CADAYONA	OJT	Mar	09999414843	Carbo	Cond	
59			No. (2010) AND	e and the second second second			
60.							