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## ACCOMPLISHMENT REPORT November 2-29, 2022

- 1. Conducted meetings
  - 1.1. Faculty meeting (Nov. 4)
  - 1.2. Emergency staff meeting to discuss ISO internal audit findings (Nov. 15)
- 2. Attended CME ExeCom monthly meeting (Nov. 23)
- 3. Supervised the preparation and submission of the ISRDS Faculty Development Plan for 2023-2028 (Nov. 7-9)
- 4. Prepared the RFCA forms for submission to ODQA (Nov. 15)
- 5. Monitored virtual classrooms of faculty members (Nov. 28)
- 6. Conducted classroom observation (Nov. 29 Soci11, Ms. GA Delima)
- 7. Conducted mentoring of new faculty member on performance of IRE functions (Nov. 2-29)
- 8. Signed documents (Nov. 2-29)
- 9. Served as OIC of CME (Nov. 22)
- 10. Attended the VSU Academic Convocation (Nov. 21, 3 PM)
- 11. Disseminated and discussed OP and OVPAA memorandum circulars with staff (Nov. 2-29)
- 12. Attended to personnel matters and building upkeep and maintenance concerns

Submitted by:

LILIAN B. NUÑEZ Director, ISRDS

Recommending Approval:

Approved:

MOISES NEIL V. SERINO

Dean, CME

**BEATRIZ S. BELONIAS** VP for Academic Affairs



Vision: Mission:

A globally competitive university for science, technology, and environmental conservation. Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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