



Republic of the Philippine  
**CAVITE STATE UNIVERSITY**  
 Imus Campus  
 Student Development Services  
**CENTRAL STUDENT GOVERNMENT**  
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## MINUTES OF THE MEETING

**DATE AND LOCATION:** September 18, 2025—via Google Meet

**TIME COMMENCED:** 3:17 PM

**PRESIDER:** Public Relations Officer Kenn Harvey F. Brocoy

### ATTENDEES:

#### Name

- Ken B. Lentejas
- John Jefferson M. De Leon
- Daniel D. Camaclang
- Cristina V. Domingo
- Kenn Harvey F. Brocoy
- Charles Derick A. Garcia
- Zhiro Francisco
- Kristian Dela Torres
- Ma. Cristina Hernandez
- Ishra Firreli B. Fernando
  
- Jamaica V. Honrales
- Robert D. Borres
- Joanna Rishie Vicencio
- John Paul A. Parale
- Aliana Keith D. Morales
- Wendelyn C. Pizon
- Chynna Mae L. Guzon

#### Position

- |                          |
|--------------------------|
| CSG VP-Internal          |
| CSG VP-External          |
| CSG General Secretary    |
| CSG Auditor              |
| CSG P.R.O                |
| SAP-CS                   |
| Creatives Committee      |
| Creatives Committee      |
| Assistant Secretary      |
| Assistant Secretary      |
| ALTAS President          |
| ALTAS VP-Internal        |
| ALTAS VP-External        |
| ALTAS Auditor            |
| ALTAS Treasurer          |
| ALTAS Marketing Director |
| ALTAS Artistic Director  |

### ABSENTEES

- Zoe R. Gil
- Misael A. Ponferrada
- Anjela M. Rivas
- Mary Eunice D. Ramos
- Chris John C. Labalan
- Micaella Kathe P. Palileo
- Ivan P. Duran

#### CSG President

- |            |
|------------|
| SAP-HM     |
| SAP-Educ   |
| SAP-Psych  |
| SAP-Journ  |
| SAP-Entrep |
| SAP-IT     |

**AGENDA:**

- SLTP Logo
  - Materials and Cost
  - Collaboration Agreement
  - Related concern/s
- 

**COMMENCEMENT:**

- The collaboration meeting commenced at 3:17 PM via Google Meet. Its primary objective was to discuss preparations for the SLTP event, including the official logo, stage design, t-shirt design, and the finalization of the collaboration agreement between the Central Student Government (CSG) and ALTAS. The meeting was presided over by P.R.O. Mr. Kenn Harvey Brocoy.
- Mr. Brocoy opened the meeting by greeting all attendees and formally acknowledging the presence of both CSG and ALTAS officers. He then proceeded with the presentation of the preparations for the SLTP event.
- The discussion began with the **SLTP Logo**.
  - According to Mr. Zhiro Francisco, the proposed logo was still subject to revisions; thus the logo would proceed to another stage of drafting for refinement.

The **Stage Design** was followed as the next main agenda. **ALTAS presented eight (8) proposed layouts.**

- ALTAS Artistic Director Ms. Guzon proposed **five (5) stage design**
  - **The first stage design** showed a backdrop with a banner of blue and white vertical panels at the top of the stage. In the center, the Central Student Government (CSG) seal was placed above the bold SLTP word in deep purple. On both sides, twenty-one (21) organizational logos were neatly arranged in balance.
  - **Second stage design**, highlighted the SLTP wordmark placed directly beneath the CSG seal. Both elements were framed by deep blue curtains that extended across the stage, providing a uniform backdrop. On either side of the stage, vertical panels displayed the words "PUSO" and "SLTP," each arranged inside boxed frames with accent motifs. Surrounding the central emblem, organizational logos were systematically positioned in a semi-circular formation, creating a structured arrangement that ensured each logo was distinctly visible.

- The **third stage design**. integrated an inspirational quotation placed beneath the logos to enhance thematic resonance. The backdrop retained the use of blue curtains and a central arrangement of the SLTP wordmark and CSG logo
- **Fourth stage design.** This proposal is designed across two (2) boards and has a logo of a different organization, prominently featuring the SLTP identity. A heart-shaped motif was incorporated to frame the slogan “PUSOng Bayani” Surrounding logos were positioned to highlight organizational involvement, while the words “PUSO” and “SLTP” were placed on the stage front panels for emphasis.
- **Fifth stage design.** This proposed stage design closely resembled the fourth layout in terms of overall arrangement and placement of organizational logos. The primary difference lay in the positioning of the banner, which was transferred from the stage backdrop to the bench area.
- President of ALTAS, Ms. Honrales proposed a **three stage design**
  - **Sixth stage design** placed the SLTP wordmark and “PUSOng Bayani” tagline at the center, framed by a half-heart formation composed of organizational logos. The arrangement emphasized the central motif while still allocating equal space for each organization. On the far left and right sides of the stage, silhouettes of superhero-like figures were integrated, creating a visual balance that anchored the central elements within the broader layout.
  - **The seventh proposal stage design** was the focal point of this layout was the SLTP wordmark paired with the “PUSOng Bayani” tagline at the center. Surrounding these main texts was a semi-arched sequence of organizational logos, forming a circular frame that enclosed the centerpiece. On both ends of the stage, human silhouettes with raised hands were added, extending the visual framing and directing attention toward the central emblem.
  - **The last stage proposal design** featured a minimalist structure with the “PUSOng Bayani” tagline placed at the center of the stage. Above it, the organizational logos were arranged in a single aligned sequence across the top. To either side of the central portion, silhouettes of figures and stylized heart motifs were positioned within rectangular panels, serving as framing accents to the primary design.
- **During deliberation** these are the comments:
  - Auditor Ms. Domingo expressed preference for the sixth and seventh layouts and suggested resizing the CSG logo. The Vice President External Mr. De Leon recommended incorporating both the SLTP and CSG logos in the sixth layout. Vice President Internal Mr. Lentejas suggested concerns to ensure balance

among organizational logos. Assistant Secretary Ms. Hernandez proposed adding curtains or cloth to the stage sides for balance.

- After deliberation, the **VERDICT** was the **sixth design** that would serve as a stage design for an SLTP event.

- Creatives committee proposed a **t-shirt design**:

- A design featured a heart motif positioned at the back and a jeep illustration placed at the front of the shirt.
- During **deliberation** Mr. De Leon observed that the jeep illustration appeared too wide and recommended compressing its proportions for better balance. Also Mr. Lentejas noted that the heart motif did not harmonize with the jeep illustration, emphasized the need for a more original approach, and also raised concerns regarding color inconsistencies. Mr. Robert of ALTAS remarked that the jeep illustration conflicted with the event's theme "Ugnayan at Lakas Isip." Lastly Mr. John Paul advised ensuring uniformity in the letter sizes to achieve consistency in the overall design.

- The next discussion proceeds to the **budget and materials**

- ALTAS reported that a tentative budget allocation had been prepared; however, it remained provisional since the stage design had not yet been finalized. Auditor Domingo recommended that the finalized list of requirements be submitted by tomorrow evening in order to conclude the budget preparation and proceed with the necessary allocations.

- The **agreement** between CSG and ALTAS are also discussed in the meeting

- The CSG will provide the budget and necessary stage materials. ALTAS, on the other hand, requested that CSG also extend manpower assistance to support the implementation of stage preparations. In addition, a 10% discount on SLTP shirts was granted.

- Lastly the **related concern/s** was discussed

- Starting **September 20–21**, the budget will be finalized and materials will be bought. On **September 22**, preparations for the stage will be done. By **September 23**, the stage will be decorated with the help of additional manpower from the CSG. Finally, on **September 24**, the stage design will be installed.

The meeting was officially adjourned after all concerns and plans were discussed and agreed upon.

**TIME ADJOURNED: 4:07 P.M**

Prepared by:

**DANIEL D. CAMACLANG**  
CSG Secretary

Noted by:

**NATHANIEL R. GIL**  
CSG President

Approved:

**ARMAND G. ATON, Ph.D**  
SDS Coordinator

## DOCUMENTATION:

