



Republic of the Philippines  
**CAVITE STATE UNIVERSITY**  
Imus Campus  
Student Development Services  
**CENTRAL STUDENT GOVERNMENT**  
csg.imus@cvsu.edu.ph



## MINUTES OF THE MEETING

**DATE AND LOCATION:** October 16, 2025—via Google Meet

**TIME COMMENCED:** 1:00 PM

**PRESIDER:** President Nathaniel R. Gil

### ATTENDEES:

#### Name

- Nathaniel R. Gil
- Ken B. Lentejas
- John Jefferson M. De Leon
- Daniel D. Camaclang
- Kenn Harvey F. Brocoy
- Samantha Natalie Fatallo
- Cristina V. Domingo
- Angela Regidor
- Charles Derick A. Garcia
- Micaella Kathe P. Palileo
- Misael A. Ponferrada
- Ivan P. Duran
- Chris John C. Labalan
- Mary Eunice D. Ramos
- Zhiro Francisco
- Kristian Elmer Dela Torre
- Minea Sabina M. Feliciano
- Ma. Cristina Hernandez
- Lorelle Salude

#### Position

- CSG President
- CSG VP-Internal
- CSG VP-External
- CSG Secretary General
- CSG P.R.O
- CSG Treasurer General
- CSG Auditor
- SAP-BA
- SAP-CS
- SAP-Entrepreneurship
- SAP-HM
- SAP-IT
- SAP-Journalism
- SAP-Psychology
- Creatives Committee
- Creatives Committee
- Undersecretary
- Undersecretary
- SAP-OFAD Applicant

### ABSENTEES

- Anjela M. Rivas
- Erica Lobrigo
- Ishra Firreli B. Fernando
- Shammel Layba

- SAP-Education
- Undersecretary
- Undersecretary
- Finance Associate

### AGENDAS:

- Kumustahan Session
- Interview of SAP OFAD
- Committee Promotional Video Updates
- Resolution for Committee Establishment Updates
- 1st Reading of Ad Hoc Committee on WEBSITE DEVELOPMENT

- 1st Reading of Phase 1 of Online Information and Transparency System
  - External Partnership and Collaboration Updates
  - Pande-kafe ni Kabsuy Updates
  - Free Mask, Alcohols and vitamins preparation for Kabsuhenyos
  - Constitutional Convention papers Updates
  - Secretariat pending paper updates
  - Lanyard manufacturer finalization
  - Minor Revision posting for lanyard update
  - Other matter
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### **COMMENCEMENT:**

The first general meeting of the Central Student Government (CSG) was called by CSG President Gil, which she also presided over. The meeting commenced at 1:00 PM via Google Meet. Its primary objective was to discuss the agendas of the student council for the following weeks.

President Gil opened the meeting by greeting all the attendees and formally acknowledging the presence of CSG officers in the meeting. She then proceeded to discuss the agendas for the meeting.

### **Agenda 1: Kamustahan Session**

- Mr. Zhiro Franciso, Sec. Minea Feliciano, and SAP Kathe Palileo all stated that they are fine and doing well. SAP Eunice Ramos currently stated that it was so hard being sick and reminded everyone to stay safe. The same goes for Auditor Cristina Domingo.
- Sec. Cristina Hernandez, stated that she is doing well physically, however, it has been tough for her.
- SAP Chris John Labalan delightfully informed everyone that he could get a sponsorship for our Pandekape project.
- Mr. Elmer Dela Torre, stated that he is currently editing the promotional video for committee hunt.
- VP-I Ken Lentejas, stated that he is currently busy with his research. The same goes for SAP Ivan Duran and Sec. Daniel Camaclang.
- SAP Charles Garcia is doing his best to stay healthy and safe..
- SAP Angela and PRO Kenn are both sick.

### **Agenda 2: Interview of SAP OFAD**

**Lorelle Salude**, the SAP OFAD applicant, introduced herself to the council. Moving forward, everyone immediately proceeded with the questioning.

- **SAP Eunice** asked if she could take the position of the assistant secretary, knowing that the previous SAP OFAD was the assistant secretary. She answered that she was willing to get out of her comfort zone.



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- **PRO Kenn** asked how will you make sure that the students understand the information you are disseminating. She answered, asking for clarification, openly asking them, just basically connecting with them.
  
- **SAP Kathe** asked how she would handle confidentiality. She stated that she would always ask for permission. Stating that there is a hierarchy inside the Student Council.
  
- **SAP Ivan** asked what OFAD is. She answered that they mainly focus on stenography, we focus of course within our office. After graduating, we can work in public-private organizations.
- **SAP Ivan** then asked what the SAP position is. She answered that the SAP is the mediator between the council and organizations.
- **SAP Ivan** followed it up by asking what are the other responsibilities of a SAP not included in the CBL. She stated is to be a good role model—be the face of the organization.
- **SAP Ivan**, for his last question, asked if she agrees that the SAP position is being over exploited. She answered "It does not matter if I am higher or lower than someone. I have to clear my intention, what matters to me is that I will be useful as much as I can be.
  
- **Mr.Zhiro** asked what qualities should a SAP have to be effective and stand out in the OFAD program. She answered Professionalism and Enduring.
  
- **Sec. Minea** asked that if she was indeed elected as the assistant secretary would she be able to do it. She stated yes, she is trying to adapt to the environment. Quoting "I'm always willing to learn".
  
- **Sec. Tina** asked if she is willing to know the process and put in the same effort as the other secretaries. She answered "Yes po, I always prepare myself. Hindi ko po hahayaan na may maiwan akong responsibilidad".
  
- **Mr. Kristian** asked how she would manage her time. She said she is willing to set aside unimportant matters.

- **SAP Charles** asked how she would encourage the students to participate. She said that they are currently working on something to enhance student participation.
  
- **VP-E Jefferson** asked why it was only now that she became involved. She responded that the academic year is now more manageable, allowing her to participate.
- **VP-E Jefferson** then asked how she plans to make YOPA more well-known. She answered that she was also surprised to learn that BSOA exists. To address the question, she hopes her organization will allow her to prepare a speech to encourage and promote awareness among students.
  
- Moving forward, **Sec. Daniel** asked whether she is for CSG or YOPA. She responded that she is for the students and cannot easily leave YOPA. She needs to carefully weigh both sides.
- **Sec. Daniel** asked if she has leadership experience to which replied, she is a leader in their church. **Sec. Daniel** added if she can handle pressure. She responded that she would gladly embrace pressure.
  
- **Auditor Cristina** asked if they are considered an organization. She replied that yes, according to the CBL, they are. Auditor Cristina corrected her, stating that no, we are not an organization, we are a government. She then asked which area she is more inclined to work for. The applicant stated that she is mainly for the CSG and believes that is where her role fits best.
- **Auditor Cristina** asked, "What is SAP for you, without the influence of others?" She replied, "Stand between the gap, and serve as a bridge for YOPA and CSG. Especially when it comes to her program and CSG." The auditor followed up, asking how she will fill the gaps and what are those gaps. The applicant responded that she will not be behind when it comes to information; to have that direct access from CSG when obtaining information.
- **Auditor Cristina** asked whether the PRO was not effectively delivering announcements for her to feel the need to step in. She responded that the lack of proper announcement dissemination mainly occurs at the Class Representative level, not among higher-ups. She added that there is room for enhancement and improvement in how class representatives relay announcements.
- **Auditor Cristina** then asked how she would engage students in participating and understanding the information being disseminated, and what activity she would propose. The Applicant suggested a "**YOPA Monthly Review**", where evaluations and feedback can be gathered. She explained that sometimes what is perceived as a lack on the students' side might actually be an issue within YOPA itself. She

emphasized the importance of accepting feedback and learning from others' experiences.

- **Auditor Cristina** agreed, noting that CSG members often face criticism because people expect perfection. She asked how the applicant would handle constructive criticism. The applicant shared that some of her classmates do not like the way she talks or leads. However, she stated that it does not matter if others dislike her leadership style because she is there **to serve, not to please**. She acknowledged that everyone has their own way of leading and expressed her willingness to listen, learn, and apply lessons from feedback. **Auditor Cristina** added that leaders need to adjust, especially when faced with criticism, and commended the SAP OFAD applicant for her response and demeanor.
  
- **VP-I Ken** commended the applicant's way of speaking and presenting herself but mentioned that he was not fully satisfied. He reminded everyone about the importance of maintaining proper decorum during meetings.
- He then asked what leadership style best describes her. The applicant answered that she is a **selfless leader** who prioritizes others first. She provided examples of how she puts group activities ahead of personal matters, especially when others are involved.
- **VP-I Ken** asked if she was sure that she is a student leader, and why. The Applicant responded that she is both a **servant and a student leader**, saying: \*“I don't live focusing only on myself. I always try to consider and understand the issues and problems in my environment.”\* She emphasized that one does not need to hold a title to serve others and that she reaches out to people even without being in a leadership position. **VP-I Ken** encouraged her to continue sharing her words of encouragement and assured her that, if chosen, it would not be out of convenience but because of her genuine qualities and dedication.
- **VP-I Ken** asked if the applicant believed she had the knowledge to contribute as part of the CONCON. She replied that, to be honest, she was not yet very familiar with it. She agreed that the system is **outdated** and mentioned that she is still in the process of learning more about it.
- **VP-I Ken** emphasized that as a Cvsueño and a second-year student, she should already be aware of the issues. He asked her to clarify her earlier statement about serving the students. She explained that through the access she has, she intends to fulfill the department's needs, while also acknowledging that she has observed other issues within the campus.
- **VP-I Ken** then asked if the SAP OFAD has any purpose. She answered that yes, she believes SAP OFAD plays an **impactful mediating role between the YOPA organization**. However, she admitted she is still in the process of adjusting and learning.

- **VP-I Ken** remarked that currently, SAP seems to lack purpose, but this will be addressed through the **CONCON**, where they will serve as senators.
  - **VP-I Ken** presented a metaphorical question: "What if you're fishing and your companion catches all the fish — what would you do?" She answered that she would assess if that was her only resource and would look for alternative ways or sources instead.
  - **VP-I Ken** asked if she planned to run again next term. She said no, explaining that next year would be difficult to adjust to, and she does not want to give a service that the students do not deserve.
  - **VP-I Ken** asked about her OJT this year. She replied that it will only be **200 hours for the whole semester**, and she assured that she will not neglect her responsibilities in the organization despite the OJT.
  - **VP-I Ken** asked if she can stand her ground for what is right, even when everyone is against her. She answered yes, explaining that she has prior experience handling such situations, though it depends on the specific issue at hand.
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- **President Gil** reminded her that all voices are welcome and that she should avoid using the word "lang" (only), as there is no "lamang" in her position. She advised her to stay firm with her answers, noting that there are no right or wrong responses.
  - **President Gil** asked how she could assure them that she would not leave her responsibilities. She replied that once she commits to something, she remains steadfast despite hardships and will not back out.
  - **President Gil** emphasized that **actions matter more than words**, then asked what part of the CBL she would revise. She answered **Article 4, Section 8**, noting the limited facilities and the need to use rooms only when necessary. She also cited another article on **information dissemination**, stating that not all information should be shared.
  - **President Gil** responded that it is important for all information to be made clear and understandable. She then asked what issue she had observed and how she would solve it. The applicant identified the **liaison process and information dissemination** as areas for improvement.
  - **President Gil** asked how she perceives the CSG symbol. She replied that it represents **heart and passion**.
  - **President Gil** asked if she believes personal sacrifice is necessary in leadership. She said that while sacrifice is needed, **she does not believe that personal life should be one of the things to sacrifice**.
  - **President Gil** asked how she would fight for the student. The applicant answered that she would act according to her calling and position, choosing to continually show up regardless of challenges.
  - **President Gil** asked if she was willing to question the administration. She replied yes, she would.

- President Gil stated that the general perception of SAP is as mere assistants or errand workers, and asked how she would change that perception. She responded that through her **performance and actions**, she will make her impact visible and evident to the students.
  - President Gil asked her to define her leadership in three words. She answered: **Impactful, Effective, and Fruitful.**
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- To lighten the mood, Auditor Cristina asked her usual question, "how will you eat an elephant?". She replied, "I would choose not to if it is not necessary."
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- President Gil concluded the interview by advising her not to aim for perfection, but to aim for **excellence instead**.

### **Agenda 3: Committee Promotional Video Updates**

- President Gil asked Mr. Dela Torre about the updates of the promotion video to be posted. He replied that it will be ready by tonight.

### **Agenda 4: Resolution for Committee Establishment Updates**

For VP-I Lentejas, he stated that all his established committees are all done. The same goes for VP-E De Leon.

The Secretary General stated that he replaced the name of his committee to "secretariat committee from the Committee on Records and Documentation,

The Public Relations Officer stated that he is working on his own proposal as well.

### **Agenda 5: 1st Reading of Phase 1 of Online Information and Transparency System Project and Committee**

**A/N:** for more information, please read the file.

Mr. Ivan presented the 1st Reading of Phase 1 of the Online Information and Transparency System. SAP-IT explained and discussed the contents of the resolution (RESO) related to the project. According to the discussion, the Alpha team will handle the initial testing phase, while the Beta team will conduct the secondary testing.

PRO Kenn raised a concern regarding the Quality Assurance (QA) process, questioning why it is necessary when the project head can already oversee it. Mr. Ivan responded that having a QA remains essential as it ensures that no critical detail will be overlooked during development.

PRO Kenn also asked about the security of the system, to which Mr. Ivan clarified that security protocols will be refined and finalized in the second phase of development. The President then inquired about possible problems that may arise throughout the project's progress. Mr. Ivan emphasized that the main concern is security, suggesting that the system should use a paid hosting service for better control and monitoring. He added that it would be more efficient if only one person managed the website, as having multiple administrators could lead to monitoring difficulties.

When asked by the President about the project timeline, Mr. Ivan explained that the project is still under ongoing development. Meanwhile, the Vice President for Internal (VPI) inquired how the project could be expanded for the next term, and Mr. Ivan proposed to form external partnerships to sustain the initiative. He also mentioned ongoing sponsorships, such as Pande Kape, which may cause changes in budgetary requirements and resolutions depending on sponsor involvement.

#### **Agenda 6: External Partnership and Collaboration Updates**

Vice President for External Affairs Mr. De Leon stated that he approached different companies for SLTP, as well as the PandeKape project. He stated that he will update the executives if the sponsorship bears fruit.

#### **Agenda 7: Pande-kape ni Kabsuy Updates**

The President provided updates regarding the Pande-kape ni Kabsuy project. It was noted that the project has multiple sponsorships, which may lead to changes in the budgetary requirements. As a result, different resolutions (RESOs) will be prepared to align with each sponsorship agreement. **All necessary papers will be drafted for approval.**

#### **Agenda 8: Free Mask, Alcohols and vitamins preparation for Kabsuhenyos**

Vice President for External Affairs Mr. De Leon stated that he will try to approach neighboring medical centers to ask for sponsorships for this project.

#### **Agenda 9: Constitutional Convention papers Updates**

The Vice President for Internal (VPI) reported that coordination has already been made with former VPI Jerome regarding the Constitutional Convention papers. The committee is currently waiting for approval of the said documents.

#### **Agenda 10: Secretariat Pending Papers**

The Secretary General listed the following pending papers:

- BPI Associates Entry Permit Letter
- SLTP Request Letters for Ma'am Nelia

- Sound System Request Slip for Sir Aton
- Resolutions
- Others are for Dean's approval.

#### **Agenda 11: Lanyard manufacturer finalization**

The Executive discussed the procurement of lanyards and agreed to proceed with the most cost-efficient supplier available. It was also noted that the winners are already waiting to receive their lanyards, emphasizing the need to finalize the purchase as soon as possible.

#### **Agenda 12: Lanyard revision updates**

The Executive provided an update regarding the lanyard revision. It was stated that the final design and details will be posted later for confirmation and feedback.

#### **Agenda 13: Other matters**

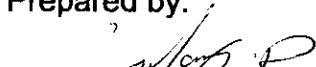
Updates were provided on several concerns under other matters:

- **Heroes Locker** – The project is currently in progress under the supervision of Auditor Tina.
- **Financial Matters** – The Finance Committee will coordinate with the President regarding the withdrawal of funds from the bank.
- **Tinig Dinggin** – The Vice President for Internal (VPI) provided updates, and the President is currently finalizing the summary of the initiative.
- **Campus Facilities** – The President inquired about the number of comfort rooms (CRs) and total cubicles within the campus. All members were assigned to gather data on the total number of cubicles in the campus for reporting.
- **CONCON** – Mr. Lentejas reported that coordination has been made with Jerome regarding related concerns.

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

**TIME ADJOURNED: 5:06 PM**

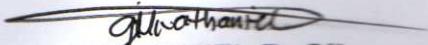
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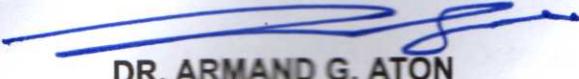
  
**DANIEL D. CAMACLANG**

  
ARMAND G. ATC

CSG Secretary General

Noted by:

  
**NATHANIEL R. GIL**  
CSG President

  
**DR. ARMAND G. ATON**  
SDS Coordinator

## DOCUMENTATION

