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

Resolution No. 011, A.Y. 2025– 2026
A RESOLUTION CREATING AN AD HOC COMMITTEE ON WEBSITE DEVELOPMENT FOR THE CAVITE STATE UNIVERSITY – IMUS CSG ONLINE INFORMATION AND TRANSPARENCY SYSTEM (OITS)

WHEREAS, the Central Student Government (CSG) of Cavite State University – Imus Campus acknowledges the need to develop a centralized and transparent digital platform that will serve as the official information hub of the student government;

WHEREAS, the **CvSU–Imus CSG Online Information and Transparency System (OITS)** aims to promote accessibility, accountability, and efficiency in disseminating resolutions, financial reports, minutes of meetings, and other official documents;

WHEREAS, the success of the said system requires a dedicated and skilled team that will handle its research, design, development, integration, and testing, under the supervision of the **CSG Executive Board** and the **Office of Student Affairs and Services (OSAS)**;

WHEREAS, the **Student Academic Program – Information Technology (SAP–IT)**, being a member of the CSG with the authority to oversee IT-related academic and technical initiatives, shall head the said committee;

NOW, THEREFORE, BE IT RESOLVED, That the **Central Student Government of Cavite State University – Imus Campus** hereby **creates an Ad Hoc Committee on Website Development** for the purpose of managing and implementing the development phases of the CvSU–Imus CSG Online Information and Transparency System (OITS).

BE IT FURTHER RESOLVED, That the committee shall be composed of the following positions:

- **Project Head / Committee Chair:** SAP – Information Technology
- **UI/UX Designer**: Responsible for researching and designing the user interface, user experience, and visual materials.
- **Frontend Developer**: Responsible for implementing the official UI/UX designs into functional code.
- **Backend Developer**: Handles database and system logic integration.
- **Quality Assurance Officer**: Conducts functionality and security testing prior to deployment.

BE IT FURTHER RESOLVED, that the committee shall:
- Conduct research and planning for the system architecture and design;
- Develop and test the alpha and beta versions of the website;
- Coordinate with the **CSG Executive Board**, and **OSAS** for review and feedback;

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- Submit periodic progress reports to the CSG President and Executive Board;
- Recommend policies and guidelines for the system's management and sustainability.

BE IT FINALLY RESOLVED, that this Ad Hoc Committee shall function from the date of its approval until the successful completion of the OITS Project Phase 2: Deployment and Implementation, after which its duties and responsibilities shall be officially dissolved or transferred to the designated CSG Website Administrator.

Signed in Cavite State University – Imus Campus on the 8th of November 2025.

CENTRAL STUDENT GOVERNMENT
Executive Board of Officers

NATHANIEL R. GIL
CSG President

KEN B. LENTEJAS
CSG Vice President for Internal Affairs
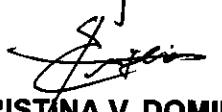
JOHN JEFFERSON M. DE LEON
CSG Vice President for External Affairs

DANIEL D. CAMACLANG
CSG Secretary

SAMANTHA NATALIE F. FATALLO
CSG Treasurer

CRISTINA V. DOMINGO
CSG Auditor

KENN HARVEY F. BROCOY
CSG Public Relations Officer

ARMAND G. ATON, Ph.D.

Recommending Approval:

DR. ALFE M. SOLINA
CSG Adviser

JENNY DANICA P. ABAYARI, MAEd
CSG Adviser

DR. ARMAND G. ATON
SDS Coordinator

Approved:

KAREN M. TILAN, MAEd
OSAS Head