



GRADUATION STEERING COMMITTEE MEETING
Conference Room, Office of the University Registrar, MSU-IIT
April 17, 2024
2:00 PM

Presiding Officer: Mr. Ricardo C. Enguito, University Registrar

TOPIC		ACTION
Agenda: <div><div>1. Updates on the creation of working committees.</div><div>2. Updates on the assigned responsibilities and deliverables of the respective committee members.</div><div>3. Discussion of Latin Honors Guidelines.</div><div>4. Potential Concerns</div><div>5. Other Matters</div></div>		

TOPIC	DISCUSSION	ACTION
<div><div>1. Updates on the creation of working committees.</div><div>2. Updates on the assigned responsibilities and deliverables of the respective committee members.</div></div>	<div>Mr. Enguito presented to the body the members of the steering committee that will be recommended for the creation of a Special Order.</div> <div>Some updates were made in the committees after it was discovered that some had already retired, on-leave.</div> <div>The following updates were made.</div> <div>Extra-Curricular Awards Committee New Co-Chair: Jocelyn P. Vilela</div> <div>Alay sa Graduates Committee <i>No longer included are the following</i> Co-Chair: Phyllis Marie Teanco Members: Evelyn I. Dominguez Jaypee S. Yongco</div> <div>Internet Connectivity and Livestreaming Committee <i>New Chair and Co-Chair</i> Chair: Dante Dinawanao Co-Chair – Nenen S. Borinaga</div>	

	<p>Physical Arrangement and Decoration of Gymnasium Committee <i>New Co-Chair</i> Co-Chair – Ramel Calo</p> <p>Food Committee <i>New Member</i> – John Michael Dela Cruz</p> <p>Security Committee <i>New Co-Chair:</i> Abdellah Odin</p> <p>Procurement and Supply Committee <i>New Member:</i> John Michael Dela Cruz</p> <p>Protocol Committee <i>No longer included</i> – Adrian Auditor</p> <p>Health and Services Committee <i>New Member:</i> Dr. Salih Mahathir A. Amer</p>	
3. Discussion of Latin Honors Guidelines.	Mr. Enguito discussed that in the previous graduation, several candidates for graduation were granted Latin Honors after it was found out the thesis extensions were allowed up to 4 semesters.	
4. Discussion of Clustering	<p>After a thorough deliberation of the committee the following schedule of clusters are to be presented subject for approval.</p> <p>Day 1 Cluster A: CSM 7:00 am to 12:00 noon</p> <p>Cluster B: COE and CCS 1:00 p.m. to 6:00 p.m.</p> <p>Day 2 Cluster C: CED and CHS 7:00 a.m. to 12:00 noon</p> <p>Cluster D: CASS, SIS, CCS and CEBA 1:00 p.m. to 6:00 p.m.</p>	

Other Matters	None	
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Adjournment	The meeting was adjourned at 4:02 pm.	
Prepared by: Miguel Den R. Sade Approved by: Ricardo C. Enguito		