

Minutes of Research Coordinators Meeting for Research Week

January 29, 2024; 10:00 AM - 12:00 PM

iDEYA Office

Attendees:

Arnold C. Alguno	Jennifer Montemayor
Abdullah Sirad	Kristine Aron
Amabelle Embornas	Mark Nolan Confesor
Edmarie Zoe Gonzaga	Nancy Hernandez
Enrique Batara	Nanette Hope Sumaya
Fernando Garingo	Rodel Guerrero
Florife Liwanag	Rosal Jane Ruda-bayor
Francis Kirby Burnea	Sherwin Guirnaldo
Gloria Coyoca	Cherly Adlawan
Irish Mae Dalona	Eulalie Mae Zamora
Ivane Gerasmio	Jaril Matute
Jamelyn Palattao	Michelle Anne Ferolino

Agenda: Research Week activities on March 4-8, 2024

Quorum: The meeting was convened at 10:15 in the morning. Dr. Arnold C. Alguno, Director of the Office of Research Management, presided over the meeting.

Agendum	Discussion
A. Overview/General discussion	<ul style="list-style-type: none">• The research week will be conducted on March 4-8, 2024• Opening program will be on March 4, morning. The afternoon session will be on the orientations of OVCRE policies and progress• Lunch will be served on opening program for directors, research coordinators, and guests
B. Research Exhibits (19 booths) - March 4-8	<ul style="list-style-type: none">• 19 booths total will be set up at the gymnasium (3 booths for PRISM, 7 booths for RIEIT, and 1 booth per college)• According to Dr. Alguno, ChanZed wants the booth to be interactive• 2 pack lunches per booth will be provided for the entire week.• We will invite colleges & SHS students from IDS and other nearby schools.• Colleges and SHS will be assigned to specific time slots for accessing the booths to prevent overcrowding inside the gym.• A4 poster per booth will be supported/funded by OVCRE (submitted job order request)• Guidelines will be released this week for the exhibit
C. Research Colloquia for students - March 5-6	<ul style="list-style-type: none">• Since all classes will be suspended all week, students are expected to attend and participate in this activity.• It has been suggested that for the two days, it is up to the college on what will be their activity, either they will conduct a research colloquia, or an open house for research topics.• ORD will coordinate this activity, but the colleges will fund• Dr. Alguno will also meet the College Deans for this

D. Research Proposal writing for externally funded projects for faculty - March 6-7	<ul style="list-style-type: none"> • ORM will send a survey on who will be interested to cater the speaker • All attendees/participants should prepare a capsule proposal for DOST • Day 1 AM will be a general activity; From Day 1 PM up to Day 2 will be the workshop. • It has been suggested that other funding agencies should be invited, not only DOST • Final: External funding agencies including PCIEERD, PCHRD, PCAARD, and NCRP are invited to present
E. Startup Basics 101 for students - March 4-8	<ul style="list-style-type: none"> • iDEYA will be in-charge of this activity • Will be held at iDEYA
F. Seminar workshop on article writing	<ul style="list-style-type: none"> • For social sciences, Dr. Mordeno will be invited • For engineering, Ruel Cabahug • For natural sciences, look for speaker • New schedule Mar 4 (PM only) to Mar 8 to accommodate for the workshop
G. Dissertation/Thesis Consultation - Mar 4-8	<ul style="list-style-type: none"> • Consultation will be held all week for those conducting dissertation/thesis
H. IP Awareness - Mar 7-8	<ul style="list-style-type: none"> • c/o KTTO
I. Patent workshop (writing and application) - Mar 5-6	<ul style="list-style-type: none"> • c/o KTTO
J. Designing & Prototyping for all - Mar 4-8	<ul style="list-style-type: none"> • c/o fablab • This activity will be open to all faculty and students
K. Closing program and recognition of all researchers - Mar 8	<ul style="list-style-type: none"> • Closing program will be held at the gymnasium, 2pm • Will give awards to productive faculty • Will give medal/token to best paper & presenter • Will give certificates to IFR completed on time (for 2023 only)


The coordinators will meet at another time for the revision of the research manual.

Agenda:

1. Research Week activities
2. Revision of Research Manual
3. Other matters

Adjournment: The meeting was adjourned at 12:22 PM.

Prepared by:


Michelle Anne Ferolino
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 Office of Research Management