



OFFICE OF THE COLLEGE DEAN MEETING MINUTES

Meeting Title: **College Meeting**

Date: **May 6, 2025**

Time: **1:00pm – 5:00pm**

Location/Platform: **Industech Faculty Room**

Meeting Facilitator: **Charlie J. Maghanoy, EdD /College Dean of Industrial Technology**

Minute Taker: **Marilyn F. Juezan, LPT/College Secretary**

Agenda

1. Preparation and Finalization of BINDTECH Curriculum (Per Coordinator)
2. Classroom Assignment
3. List of Awardees
4. Other Matters
 - a) ₱7 Million Building Plan Proposal and Estimation
 - b) Incomplete Grades and "No Grade, No Enroll" Policy
 - c) Thesis Advisee Assignment and Orientation
 - d) Plan for Review Hub
 - e) Proposal for Research Writing Capacity Building
 - f) Performance and Behavior of Pre-Service Teachers

Meeting Notes

ITEMS	HIGHLIGHT/DISCUSSION	REMARKS
I. Call to Order	The Chair called the meeting to order at 1:00 PM. The opening prayer was led by Sir Lemuel P. Bravante	For information
II. Roll Call	After the quorum was established, the Chair proceeded to his Chair's Privilege.	For information
III. Business of the day		
1. Preparation and Finalization of BINDTECH Curriculum (Per Coordinator)	<p>Sir Glenn S. Talua, MERE raised concerns regarding the curriculum map and syllabus preparation of the different major programs. Each coordinator was tasked to ensure completeness of the curriculum documents in preparation for the curriculum review presentation on May 8, 2025 at the Division for Instruction.</p> <p>Assigned coordinators: Automotive Technology – Mr. Shelmer D. Carigaba. Electrical Technology – Mr. Rolando F. Arendain. Electronic Technology –</p>	For information



Republic of the Philippines
SULTAN KUDARAT STATE UNIVERSITY

EJC Montilla, City of Tacurong, 9800

Province of Sultan Kudarat

<https://www.sksu.edu.ph> officeofthepresident@sksu.edu.ph (064) 200-7336

	Mr. Jonathan T. Valdez, Drafting Technology – Mr. Jester L. Pasinag, Civil Technology – Mr. Josue Y. Guinsan, Computer Technology – Ms. Mary Grace L. Perocho and Ms. Celia Rose J. Nota, Fashion Apparel Technology – Ms. Donna Gin E. Castro and Ms. Marilyn F. Juezan, All members assured that the necessary documents have been prepared.	
2. Classroom Assignment	The body discussed and approved the assignment of faculty to their respective rooms: Intech New Room 1 & 2 – Sir Lemuel P. Bravante, Intech New Room 3 & 4 – Ma'am Realyn Pahunar, Food Technology Laboratory – Mr. Kirt Jing T. Jainar, CAD Room – Mr. Jester L. Pasinag, Electronics Room – Mr. Jonathan T. Valdez, Mr. Cirilou C. Evangelista, Automotive Room – Mr. Shelmer D. Carigaba, Mr. Randy T. Berina, Mr. Kristian Jay O. Cabañal, Electrical Room – Mr. Rolando F. Arendain, Mr. Glenn S. Talua, Drawing Room 2 – Mr. Charlie J. Maghanoy, Drawing Room 1 – Ms. Debbie Joy L. Arrivas, Drawing Room 3 – Sir Michael Arrivas, Faculty Room – Ma'am Irene Binag, Dean's Office – Ma'am Jena Mae F. Valerio.	For information and action
3. List of Awardees	The list of student awardees was take in charge by Ma'am Jena Mae F. Valerio.	For information and action
IV..Other Matters	.	
a.) P7 Million Building Plan Proposal and Estimation.	Sir Jester Pasinag presented the proposal for a new building project estimated at P7 million.	For information and action
b) Incomplete Grades and "No Grade, No Enroll" Policy	Sir Lemuel Bravante emphasized that students with incomplete or no grades should not be allowed to enroll in the next term. He urged the enrollment task force to strictly enforce this policy. Sir Jonathan Valdez proposed that there should be an orientation for 3rd-year students emphasizing that no final TR2 grade means no internship.	For information and action
c) Thesis Advisee Assignment and Orientation	Ma'am Jena Mae F. Valerio shared that the Dean's Office will release a memo stating: Students must be oriented by their TR teacher based on the Student Manual. The TR teacher will assign both the thesis panel and adviser. Memo will also clarify procedures and payments for thesis applications.	For information and action



Republic of the Philippines
SULTAN KUDARAT STATE UNIVERSITY

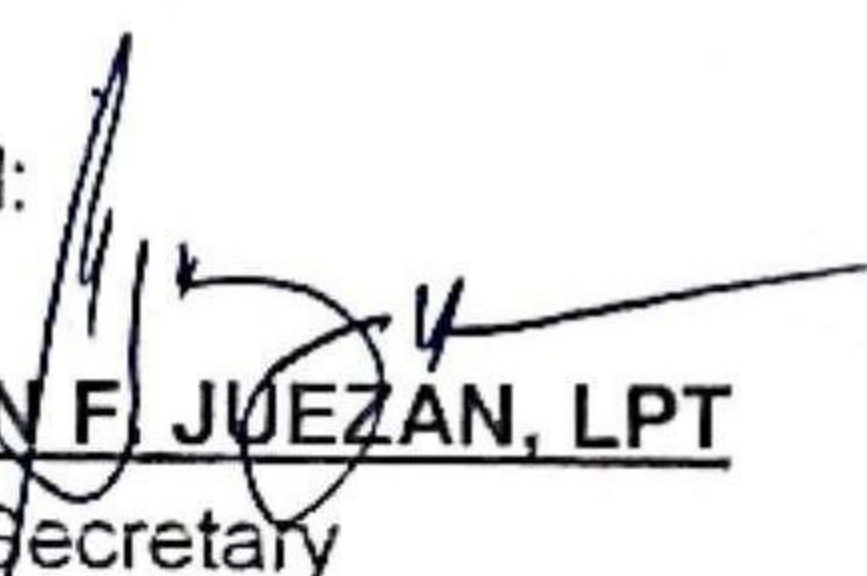
EJC Montilla, City of Tacurong, 9800

Province of Sultan Kudarat

<https://www.sksu.edu.ph> officeofthepresident@sksu.edu.ph (064) 200-7336

d) Plan for Review Hub	Sir Jonathan Valdez shared the "TeachWise" initiative to establish a Review Hub Center for BTVTE 4th-year students preparing for the LET exam. Sessions will be held every Saturday and Sunday, facilitated by the TeachWise Organization.	For information and action
e) Proposal for Research Writing Capacity Building	Sir Cyril John Domingo proposed a schedule for a research writing capacity-building activity. The schedule will be finalized based on the convenience and availability of the participants.	For information and action
f) Performance and Behavior of Pre-Service Teachers	Several Cooperating Teachers raised concerns over irregular attendance and poor commitment among some pre-service teachers. Reports indicate that some students believe their final grades were already given, which may explain their declining performance. It was suggested that final grades be composed of 30% from the college and 70% from DepEd, even if some students have not consistently fulfilled their internship duties. Supervising teachers requested clarity on whether they may proceed with final grading despite these issues.	For information and action
IV. Adjournment	There being no matter to be discussed, the meeting was adjourned at 5:00 in the afternoon.	For information

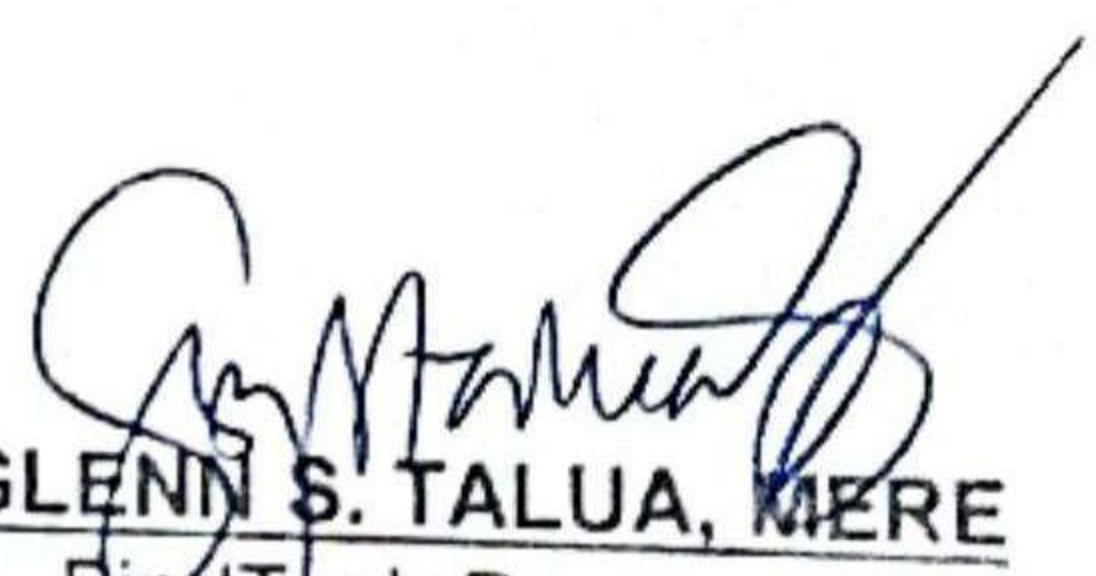
Prepared:


MARILYN F. JUEZAN, LPT

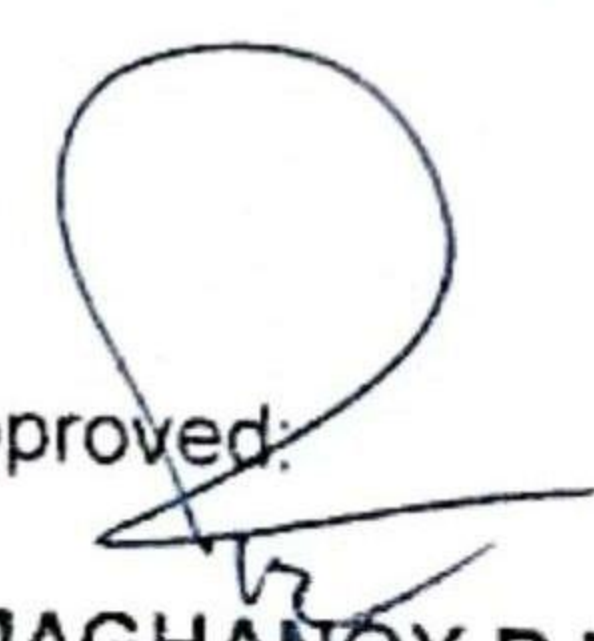
College Secretary

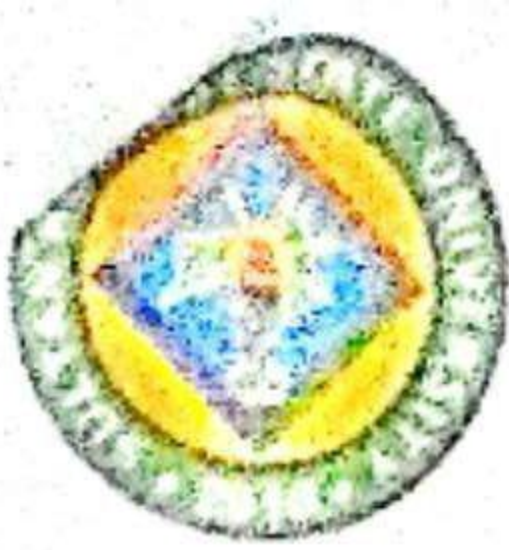
Noted:


JENA MAE F. VALERIO, MAT
BTVTE Program Chairperson


GLENN S. TALUA, MERE
BindTech Program Chairperson

Approved:


CHARLIE J. MAGHANOY, P EdD
Dean, College of Industrial Technology



Republic of the Philippines
SULTAN KUDARAT STATE UNIVERSITY
EJC Montilla, City of Tacurong, 9800
Province of Sultan Kudarat

<https://www.sksu.edu.ph> officeofthepresident@sksu.edu.ph (084) 220-7338

OFFICE OF THE COLLEGE DEAN
INDUSTRIAL TECHNOLOGY

SKSU_ISU_CIT_MEMO No. 25 2025

To : ALL CORE FACULTY OF INDUSTRIAL TECHNOLOGY

From : CHARLIE J. MAGHANOY, EdD
Dean, College of Industrial Technology

Subject : COLLEGE MEETING

Date : May 5, 2025

1. You are hereby enjoined to attend the College Meeting to be held at IndusTech Faculty Room on May 6, 2025 (Tuesday) afternoon 1:00 pm.
2. The agenda to be discussed:
 - Preparation and Finalization of BindTech curriculum per coordinator
 - Classroom assignment
 - List of awardees
 - Other matters
3. For your information, guidance and cooperation.



Republic of the Philippines
SULTAN KUDARAT STATE UNIVERSITY
College of Industrial Technology



FACULTY MASTERLIST

Concerned Personnel / Offices	SIGNATURE	REMARKS
Accad, Abraham S.		
Accad, Mildred F.		
Almanon, Lebilyn		
Arendaln, Rolando		
Armada, Amy		
Arrivas, Debbie Joy L.		
Arrivas, Michael		
Berlna, Randy T.		
Bernardino, Rhea Jayne		
Blmag, Irene A.		
Cabañal, Kristian Jay		
Carlaga, Shelmer		
Castro, Donna Gln		
Daza, Dave		
Domingo, Cyril John		
Evangelista, Cirilo C.		!!!
Fataganl, Jena Mae M.		
Fuentes, Mary Rolanne		College Meeting
Guinsan, Josue V.		
Jalnar, Kirk Jing, T		
Jueran, Marilyn		
Losañes, Susan		
Maghanoy, Charlie J.		
Matillos, Adelaida		
Murillo, Paterna		
Nota, Cella Rose		
Pahunar, Realyn		
Pangsayan, Sarlp		

Pasinag, Jester L.

Perocho, Mary Grace

Talua, Glenn

Taneleon, Jenny Ann

Tapot, May Flor

Valdez, Jonathan

Wawa, Sheilu

Bravante, Lemuel

