

## Republic of the Philippines City of Tagaytay

## City College of Tagaytay OFFICE OF THE COLLEGE ADMINISTRATOR



Tel. Nos: (046)483-06-72 / (046)483-04-70

## BOARD OF TRUSTEES RESOLUTION NO. 2014 - 02

"A RESOLUTION ON THE APPROVAL OF THE OFFERING OF BACHELOR OF SCIENCE IN OFFICE ADMINISTRATION BY CITY COLLEGE TAGAYTAY"

HON. AGNES D. TOLENTINO, DMD.

City Mayor/Chairman

MR. EDGARDØ T. CASTILLO

College Administrator/Vice - Chairman

HON. VIOLETA C PARRA City Councilor/Member

DR. LEONIDA CALAGUI CHED Director, Region IV/Member

DR. ADELINA PATRIARCA ALCU Representative/Member

MR. JOEL CABRERA Faculty President/Member

MS. JOSEFA CHARLENE BUGTONG Supreme Student Council President / Member

MS. GENELYN PUNZALAN Alumni Association President/Member

ATTY. AVELINO SUMAGUI NGO Representative/Member WHEREAS, the City College of Tagaytay has been existing for more than ten years. It offers programs in Teacher Education, Management, Computer Science and Information Technology and Hotel and Restaurant Management;

WHEREAS, the Business Administration Department is proposing to offer Bachelor of Science in Office Administration (BSOA) this 1st semester, AY 2014-2015;

WHEREAS, the CCT Academic Council is recommending the approval of the Offering of BSOA starting AY 2014 – 2015;

WHEREAS, one of the requirement for the approval of new program by the Commission on Higher Education is the approval of Board of Trustees (BOT) and its recommendation to the Commission;

NOW THEREFORE, BE IT RESOLVED AS IT IS HEREBY RESOLVED, that the CCT Board of Trustees approves the offering of the BSOA program beginning AY 2014 -2015 and endorse the same to the Commission on Higher Education for final approval.

Enacted: Approved:

HON. VIOLETA C. ARRA City Councilor/Member

DR. ADELINA PATRIARCA ALCU Representative/Member

NS. JOSE A CHARLENE BUGTONG Supreme Student Council President/Member DR. LEONIDA CALAGUI CHED Director, Region IV/ Member

MR. JOEL CABRERA Faculty President/Member

MS. GENELYN PUNZALAN Alumni Ass'n. President/Member

ATTY. AVELINO SUMAGUI NGO Representative/Member

CERTIFIED CORRECT:

MS. ALMA A. MALABANAN BOT - Secretary ATTESTED:

MR. EDGARDO T. CASTILLO Vice - Chairman

APPROVED:

HON. AGNES D. TOLENTINO, DMD.

Chairman, Board of Trustees