



**Gov. Alfonso D. Tan College**  
Maloro, Tanguib City

# **FACULTY**

## **G- Faculty Development Program**

- **Consolidated Report of  
Meeting**



The meeting was called to order at 1:30 in the afternoon, November 06, 2018 and presided by Mrs. Ilyn R. Daguman, the IBFS Institute Dean.

Prayer:

Calatrava Lovely Marygold

Attendees:

1. Calatrava, Lovely Marygold
2. Cartajenas, Diego
3. Concepcion, Jordine
4. Corpuz, Felvys
5. Cuizon, Christian Louie
6. Dela Sierra, Venice Mae
7. Donque Caryl Jean
8. Elesterio, Ryan Ram
9. Emong, Edryl
10. Palad, Emree
11. Reys, Rodolfo
12. Sabellano, Nelyjoy

Late:

1. Nova Joy S. Sarno

Absent:

1. Luciano C. Pondoc

Matter/s Taken Up:

1. IPCR Actual -1<sup>st</sup> Semester 2018-2019

A motion to approve the said matter to be discussed was moved and seconded. The same was discussed by the body.

- The presiding officer informed to the body that they must send their IPCR in her Gmail account for she can rate it.

-The presiding officer said to the body that their IPCR for the 1<sup>st</sup> semester should be submitted this November 12, 2018 together with the attachments.

2. MAST and NMRRA

- The presiding officer informed to the body that during the MAST and NMRRA all regular employees may or may not report to school during those days. All job order employees must report to their different assigned committees.

3. Christmas Party

body

A motion to approve the said matter to be discussed was moved and seconded. The same was discussed by the

- The presiding officer informed to the body about the Christmas party plans.

- She also stated that there will be having a different Christmas party in the institute as their practice every year.

Reminders:

- Follow up the training design for the submission of the Basic Research.
- IPCR Deadline November 12, 2018
- OBTLF, Course Outline and Instructional Materials Deadline

Adjournment: 02:30 pm

Prepared by:

  
JLY LAMIE R. GALVEZ  
BFS, Secretary

Noted by:

  
LYN R. DAGUMAN, MBA  
Dean, BFS



The meeting was called to order at 5:00 in the afternoon, January 30, 2019 and presided by Mrs. Ilyn R. Daguman, the IBFS Institute Dean.

Prayer: Cartajenas, Diego

Attendees:

1. Calatrava, Lovely Marygold
2. Cartajenas, Diego
3. Corpuz, Felvys
4. Cuizon, Christian Louie
5. Dela Sierra, Venice Mae
6. Donque Caryl Jean
7. Elesterio, Ryan Ram
8. Emong, Edryl
9. Palad, Emiree
10. Keys, Rodolfo
11. Sabellano, Nelyjoy
12. Samo, Nova Joy

Absent:

1. Concepcion, Jordine
2. Pondoc, Luciano

Matter/s Taken Up:

1. IPCR 2<sup>nd</sup> Semester 2018-2019

A motion to approve the said matter to be discussed was moved and seconded. The same was discussed by the body.

- The presiding officer informed to the body that their IPCR for the 2<sup>nd</sup> Semester was in-line with the ten areas of the deliverables for ALCU COA.

2. Student Development Plan

A motion to approve the said matter to be discussed was moved and seconded. The same was discussed by the body.

- The presiding officer said that to that faculty who are assigned to be an adviser in different year level of students, they should continue their different activities that are inclined in their courses. The same was noted.

Other Matters:

1. Business Days Celebration

This coming January 31, 2019-February 1, 2019, All faculty are encourage to join the Zumba and Fun Run. Adjournment: 5:30 pm

Prepared by:

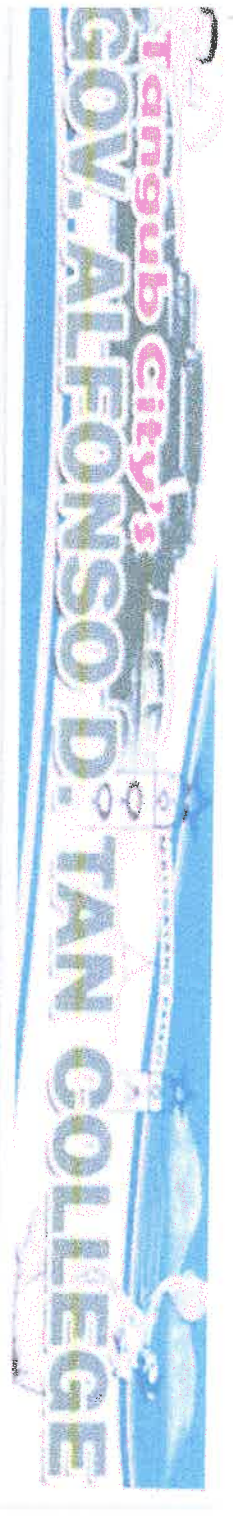


GLYNNAMIE R. GALVEZ

IBFS, Secretary

Noted by:

  
ILYN R. DAGUMAN, MBA  
Dean, IBFS



The meeting was called to order at 4:30 in the afternoon, October 04, 2018 and presided by Mrs. Ilyn R. Daguman, the IBFS Institute Dean.

Prayer: Ryan Ram Elesterio

Attendees:

1. Calatrava, Lovely Marygold
2. Cartajenas, Diego
3. Concepcion, Jordine
4. Corpuz, Felvys
5. Cuizon, Christian Louie
6. Dela Sierra, Venice Mae
7. Donque Caryl Jean
8. Elesterio, Ryan Ram
9. Emong, Edryl
10. Palad, Emiree
11. Pondoc, Luciano
12. Reyes, Rodolfo
13. Sabellano, Nelyjoy
14. Sarno, Nova Joy

Matter/s Taken Up:

1. Inventory of ALCTU COA Deliverables

A motion to approve the said matter to be discussed was moved and seconded. The same was discussed by the body.

Discussions were as follow:

- The presiding officer said to the body that to those faculties who are assigned in in different areas they must comply it with the needed documents.
- She also express that in doing request they should addressed it to the specific person who is in-charge
- The presiding officer then said that the two program heads are task to check the deliverables collected with the faculty in different areas. The same was noted
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2. IPCR First Semester 2018

A motion to approve the said matter to be discussed was moved and seconded. The same was discussed by the body.

Discussion as follow:

- The presiding officer said that the rated IPCR for the first semester was overdue yet there are still faculties who are not able to pass with it. So as soon as possible they must pass it to make their Clearance Signed. The same was noted by the body.

3. Faculty Profile

A motion to approve the said matter to be discussed was moved and seconded. The same was discussed by the body.

Discussion as follow:

- The presiding officer give update regarding on the faculty line up this semester she said that it is not truly a strong line because some of the faculty are not MBA, So she encourage those faculty who are not engage in having masters to enroll it.

#### 4. Student Honors

A motion to approve the said matter to be discussed was moved and seconded. The same was discussed by the body.

Discussion as follow:

- The presiding chair informed the body regarding those students who are qualified to be an honor students for the first semester their instructor must recommend them to the registrars for the students to be recognized. The same was noted by the body.

#### 5. Consultation Forms

- The presiding chair reminded the body that their consultation forms should not be done and furnished only in 1 day in one time for they have different schedules and days of their consultations hours.
- As instructed by the dean the secretary was instructed to checked and post the schedules of the consultation of faculty.

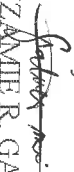
Reminder:

1) Practice Clay go Policy

2) Set plan

Adjournment: 4:50 pm

Prepared by:

  
GLYZ/MME R. GALVEZ

IBFS, Secretary

Noted by:

  
IL YN I. ADAGUMAN, MBA  
Dean, IBFS