

**EXECOM MEETING**  
**June 2, 2017**  
**11:35AM**  
**1E Faculty Center**

Name	Position	
Rizza Tan	COB, College President	
Rhij Janda	COB Representative	
Cel Cruz	CED, College President	
Gabbie Perez	CLA, College President	
Jorge Francisco	CCS, College President	
Christelle Jayco	SOE, Chief of Staff	
Justine Basco	COE, College President	
No Representative	STC, Campus Representative	
Kyle Junsay	COS, College President	
Monica Otayza	Executive Secretary	
Brian Chen	Executive Treasurer	
Pete Fernandez	OTREAS Representative	
Andrea Fernandez	Vice President for External Affairs	
Daryl De Guia	Vice President for Internal Affairs	
Zed Laqui	USG President	
Agenda	Descriptions	Deliverables
<b>1.1 Approval of the Prior Minutes</b>	<ul style="list-style-type: none"> <li>• Online Harassment Updates will be given by Reigner during the next meeting</li> <li>• Arrows Express concerns will be brought up in today's meeting with Chancellor Janairo</li> <li>• Online Harassment - No updates yet</li> <li>• Students can start proposing for off campus activities again</li> <li>• <b>Campus LIFE meeting moved to two weeks</b></li> </ul> <p><b><u>May 19, 2017 minutes APPROVED</u></b></p>	<ul style="list-style-type: none"> <li>• <b>Daryl - Remind Karl to re-invite everyone on Google Calendar for the next meeting</b></li> </ul>

**1.2 Freshmen Updates**

- COB - Committee: Activities (lagging behind because not everyone is cooperating especially for Culminating Night)  
— **Rizza in-charge of ensuring feasibility of 116 activities**
- COE - Price of shirts are very expensive (Php250.00) with just a small design. Make the lanyards more generic, not hot pink. They're planning to sell stickers - gave a supplier. Told them to double check the time of their activities because usually they're in the middle of the day. COMMDEV - If it's too complicated, just have an activity for ALS
- CLA - Trouble with the accounts and where to go regarding logistics. Reservations with money - which account will it come from.
- CCS - No updates yet regarding sponsors. As CPs, you can help the kids financially.
- SOE - Chloe tried to suggest that instead of shirts, pins nalang. However they're sticking with shirts. No system yet; Total expenses are sky rocketing due to not giving a price limit for programs.
- COS - Pre-acts are okay.
- CED - IMC is okay, they meet at least twice a week. Internally, they have a problem. Charlie doesn't get to align with Marga and Jannah.
- OTREAS - 200k expense, 100k income - deficit of 100k. Brian will be meeting them on Monday for their financial statements and to teach them the financial processes inside DLSU.
- OPRES - Others who are not participating in the meetings. The only usual ones are Marga, Stephen, Charlie, Nates, Kristen, Ise, Mavi, Jannah. There is an internal problem of how to talk to other people who aren't performing. CPs should take initiative to talk to those who are not participating.

- **CPs: Initiate help for 116 students**
- **CPs: Check out shirt suppliers and send the contact details to Kristen Ngui personally**

<p><b>1.3 Initial Teacher's Month Initiatives</b></p>	<ul style="list-style-type: none"> <li>• Per College Initiative</li> <li>• Colleges are allowed to retain their initiatives</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Mon: Find previous Google Document for CPs to put all initiatives</b></li> <li>• <b>CPs: Evaluate previous initiatives and see which can be retained</b></li> </ul>
<p><b>1.4 Other Efforts for Marawi</b></p>	<ul style="list-style-type: none"> <li>• Mon, Bri, Reign Marawi EB idea: On-site activation where people go around to get donations (needs to have legitimate boxes and illustration boards) <ul style="list-style-type: none"> <li>— Zed says that setting a target would be better; show the students the progress</li> <li>— Talk to Karl if it can be inserted during UnivWeek</li> <li>— Next week is the USG Student Services Week (Onsite and Online Publications)</li> </ul> <p><b>Make the donation drive part of the initiative (Sattelite Booth in Cannon)</b></p> <ul style="list-style-type: none"> <li>— <b>Each college president: Reserve own venue starting Wednesday</b></li> <li>— <b>OSEC: IMC</b></li> </ul> </li> <li>• CLA: Initiative right after univweek — "Where do you stand, CLA?" <ul style="list-style-type: none"> <li>— It promotes an intelligent stance making effort</li> <li>— Try to make people see the bigger picture and bigger perspectives on things (Miguel Hall)</li> <li>— 5 general issues partner with different organisations (have 2 stands) and CLA gets to vote</li> </ul> </li> <li>• Marawi cash donation process <ul style="list-style-type: none"> <li>Pay in the accounting — wait for the receipt — Yellow receipts are book kept by OTREAS — students need to drop the yellow receipts in a box at the accounting office</li> <li>— Publicity materials needed</li> <li>Around the campus publicity materials around the campus - Onsite activations</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Mon: IMC</li> <li>• CPs: Reserve venues for Thursday to Friday by tonight, June 2.</li> <li>• Zed: Talk to SLIFE</li> <li>• Gabbie: Provide IMC members for Marawi cash donations (Accounting Office)</li> <li>• Mon and Brian: Onsite activations (printed) + Content for Pubs</li> </ul>

<p><b>1.5 New Curriculum for 2018</b></p>	<ul style="list-style-type: none"> <li>• Departments already have their own curriculum (they changed it already) <ul style="list-style-type: none"> <li>— Not sure if each college took the perspectives of the students except SOE because they had an FDG</li> <li>— CPs: Consult department chairs if they need help getting students' perspectives</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>CPs: Consult department chairs if they need help getting students' perspectives</b></li> </ul>
<p><b>1.6 Concerns with Chancellor and Campus Development</b></p>	<ul style="list-style-type: none"> <li>• COS: SJ Classrooms</li> <li>• Sticking to agenda posted by Zed in the EXECOM group</li> </ul>	
<p><b>1.7 Evaluation ng ENG Week</b></p>	<ul style="list-style-type: none"> <li>• Henry Sy grounds looks empty <ul style="list-style-type: none"> <li>— Issue with the safety office due to venue (stricter regarding layouts)</li> </ul> </li> <li>• Props for ENG Night - permits for everything, no christmas lights</li> <li>• Stage, Lights, and Sounds — no manpower from company, committee had to carry it themselves</li> <li>• <b>Tough logistics - more processes</b></li> <li>• Damaged tiles in Henry 5th - ECG needs to replace it (scratched)</li> </ul>	
<p><b>1.8 Chancellor Concerns</b></p>	<ul style="list-style-type: none"> <li>• Procurement Seminar: Process seminar of the procurement office <ul style="list-style-type: none"> <li>— When do we need to procure, etc.</li> </ul> </li> <li>• There is a possibility that the USG units and CSO orgs need to undergo procurement every time <ul style="list-style-type: none"> <li>— Can they accommodate everyone?</li> </ul> </li> <li>• Trying to defend the side of students regarding the new process <ul style="list-style-type: none"> <li>— Maybe big transactions may undergo it but for simple transactions, it may take a while and would hold the programs</li> </ul> </li> <li>• Php5000.00 above needs to be procured (worst case scenario)</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Brian and Zed update regarding the processes</b></li> </ul>

<p><b>1.9 ENG Week Evaluations</b></p>	<ul style="list-style-type: none"> <li>• CCS: <ul style="list-style-type: none"> <li>— Can we partner up for GK, we want more CommDev activities</li> <li>— Meeting with Sir Jay (Jorge needs to do it) - Yuchengco 6th floor</li> <li>— Karl - Help Jorge draft proposal and content for letter proposal of renovation of Gokongwei and eating in Gokongwei lobby</li> <li>— Karl suggests to meet with Sir Jay first</li> <li>— Suggestion of a handbook committee (Policy regarding professors)</li> </ul> </li> <li>• OSEC: <ul style="list-style-type: none"> <li>— Submit content for termly Open Book</li> <li>— Submit content for website before each Saturday</li> </ul> </li> <li>• OTREAS: <ul style="list-style-type: none"> <li>— 31k to SLIFE; Suggest: How many people attended that is the percentage of money to be given</li> <li>— Cost per person x number of people who attended</li> <li>— Utilise OF</li> </ul> </li> <li>• OVPIA: <ul style="list-style-type: none"> <li>— Senior High School will double next year</li> <li>— Established a committee (Committee on Campus Life) with Campus Development (May 19, 1:30-3:30pm)</li> <li>— Issues regarding classrooms, progress in the university, etc.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Brian updates regarding budget</li> </ul>
<p><b>1.10 OPM Initiative</b></p>	<ul style="list-style-type: none"> <li>• Mon states the OPM process wherein each elected collects 50 from 5 people to donate Php250.00 for a school kit <ul style="list-style-type: none"> <li>— Explain it to CPs during EXECOM meeting</li> <li>— Let CPs explain it to the batches</li> </ul> </li> <li>• Zed - don't make it clash with Marawi efforts</li> </ul>	<ul style="list-style-type: none"> <li>• Mon and Brian: Post the helpdesk announcement <ul style="list-style-type: none"> <li>— Coordinate with OPM regarding the deadline of the donation drive</li> </ul> </li> </ul>

<p><b>1.11 Other Matters</b></p>	<p>Jorge - Safety office processes  Gabbie - VD gave her a program for November  Brian -  1.) Starting next year, everything will undergo the Procurement Office. All 100 organisations of the student body will go through them.  2.) Brian will process a way for units to have Petty Cash. 5000 for Cash on Hand.  3.) Refunds for tuition - Refund will be given in the accounting office during midterms week.  — Brian will make a proposal on where the stale checks will go  — Brian will get the details on how much the money is  — <b>Add publications regarding when to get refunds, where to get, and how to get</b>  — <b>Initiatives regarding letting them know: Clearance and ringing of ID</b></p>	<ul style="list-style-type: none"> <li>• Zed: Request list of processes of Safety Office</li> <li>• Jorge double check the LA rule on institutionalisation</li> <li>• Zed: Align with Brother Bobby</li> </ul>
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