



Republic of the Philippines
North Eastern Mindanao State University

MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
No. 0133, s. 2025

TO: All Concerned Faculty and Administrators
DATE: 10 March 2025
SUBJECT: PARTICIPATION IN UPLB TRAININGS CO-ORGANIZED BY CASUC & THE UPLB OFFICE FOR INSTITUTIONAL DEVELOPMENT IN HIGHER EDUCATION (OIDHE)



Greetings of peace and solidarity.

In reference to the **PASUC Caraga Advisory No. 07, Series of 2025**, issued by **Dr. Joy C. Capistrano**, Regional Chair of PASUC Caraga and President of CASUC, Inc., North Eastern Mindanao State University (NEMSU) will participate in a series of trainings in collaboration with the University of the Philippines Los Baños (UPLB) Office for Institutional Development in Higher Education (OIDHE).

The trainings, aimed at enhancing leadership and instructional development in higher education, are scheduled as follows:

- Higher Education Leadership Mentoring Seminar (HELMS)**
March 21, 2025 (Friday)
- Micro-Credentials and Instructional Materials Development Packaging**
March 22, 2025 (Saturday)

- Venue:** Caraga State University, Butuan City

A **registration fee of Php 5,000.00 per participant** (for the two-day training) is required to cover conference expenses. Payment should be deposited to the **CASUC, Inc. account** as follows:

Payee: Caraga Association of State Universities and Colleges, Inc.
Account No.: 4512-1006-22
Bank: Land Bank of the Philippines, Bunawan, Agusan del Sur Branch

Attached is the list of NEMSU Participants to these trainings.

For inquiries, please coordinate with the Office of the SUC President III through the Executive Assistant III.

For your information and compliance. Wide and immediate dissemination of this memorandum to all concerned is highly desired. Padayon sa pag-ALPAS NEMSU!

For the grassroots and in the spirit of vibrant leadership,

NEMESIO G. LOAYON
SUC President III

📍 Rosario, Tandag City, Surigao del Sur 8300
☎ 086-211-4221
🌐 www.nemsu.edu.ph





Republic of the Philippines
North Eastern Mindanao State University

Encl.: List of Participants to the Trainings
Training Programs
CASUC Advisory No. 7, s. 2025



Republic of the Philippines
North Eastern Mindanao State University

February 24, 2025

DR. JOY S. CAPISTRANO
Regional Chair, PASUC Caraga
President, CASUC, Inc.

Madam President:

Greetings of peace and solidarity.

Respectfully submitting to your good office, the **list of participants** for HELMS and MCMIDP Training to be conducted by CASUC in collaboration with the University of the Philippines- Loas Baños.

No.	Name of Participant	Position/Designation	SUC	Seminar- Workshop
1	Maria Lady Sol A. Suazo	Vice President for Academic Affairs	NEMSU	Mirco-Credentials and Instructional Materials Development Packaging (MCMIDP)
2	Karla Jean P. Roz	Director for Curriculum Development	NEMSU	
3	Annie Y. Samarca	Dean, CTE	NEMSU	
4	Born Christian A. Isip	Dean, CITE	NEMSU	
5	Rolly G. Salvaleon	Vice President for Research and Extension	NEMSU	
6	Luzminda S. Bacquial	ITSO Manager	NEMSU	
7	Erwin B. Berry	Director for Research and Development	NEMSU	
8	Jennifer M. Montero	Dean, Graduate School	NEMSU	
9	Daniel L. Diaz	Dean, COL	NEMSU	
10	Alex S. Ladaga	Dean, CET	NEMSU	

📍 Rosario, Tandag City, Surigao del Sur 8300
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Republic of the Philippines
North Eastern Mindanao State University

11	Romeo A. Patan	Dean, CAS	NEMSU
12	Ramel D. Tomaquin	Dean, CBM	NEMSU
13	Clemencia L. Sumagaysay	Dean, COFA	NEMSU
14	Fabio C. Ruaza Jr.	Dean, COFAS	NEMSU
15	Laurence P. Bazan	Dean, CCJE	NEMSU

No.	Name of Participant	Position/Designation	SUC	Seminar- Workshop
1	Camilo D. Malong Jr.	CAO- Finance	NEMSU	Higher Education Leadership Mentoring Seminar (HELMS)
2	Abundio C. Miralles	Vice President for Administration and Finance	NEMSU	
3	Floresito D. Calub	OIC Campus Director, Tandag	NEMSU	
4	Catherine F. Salomon	Concurrent Campus Director, Lianga	NEMSU	
5	Juancho A. Intano	Campus Director, Cantilan	NEMSU	
6	Ariston O. Ronquillo	Campus Director, Tagbina	NEMSU	
7	Florife O. Urbiztondo	Concurrent Campus Director, San Miguel	NEMSU	
8	Rozette E. Mercado	OIC Campus Director, Cagwait	NEMSU	
9	Whelson C. Pasos	Campus Director, Bislig	NEMSU	
10	Michiko Donaire-Maglante	Attorney IV	NEMSU	
11	Mick Mars P. Silvano	Executive Assistant III	NEMSU	
12	Anthony B. Yanto	Information Technology Officer I	NEMSU	
13	Kennie F. Montenegro	Planning Officer III	NEMSU	
14	Vingie A. Maitom	Project Development Officer III	NEMSU	
15	Lea G. Gurimbao	Administrative Officer V	NEMSU	




Thank you very much.



Republic of the Philippines
North Eastern Mindanao State University


NEMESIO G. LOAYON
SUC President III

Reference: PASUC Caraga Advisory No. 05, s. 2015
Subject: List of Participants for HELMS and MCMIDP Training

 Rosario, Tandag City, Surigao del Sur 8300
 086-211-4221
 www.nemsu.edu.ph



TRAINING WORKSHOP ON MICRO-CREDENTIALS AND INSTRUCTIONAL MATERIALS DEVELOPMENT AND PACKAGING

A collaborative program between
Caraga Association of State Universities and Colleges, Inc. (CASUC) and University of the Philippines Los
Banos (UPLB) through the UPLB Office for Institutional Development in Higher Education (OIDHE)

DATE: 22 March 2025

VENUE: Caraga State University, Butuan

SEMINAR OBJECTIVES:

1.

RATIONALE:

EXPECTED OUTPUT:

EVALUATION: Evaluation will be conducted to assess the feedback on the relevance and conduct of the seminar.

CERTIFICATES: At the end of the training workshop, a certificate of recognition will be awarded to the speakers and facilitator (% CASUC) and certificate of participation will be awarded to the participants who completed the seminar. OIDHE Team will prepare and send the e-certificates for the participants.

CONCERNS:

- Airfare: c/o UPLB
- Transportation within Caraga: c/o CASUC
- Accommodation: c/o CASUC
- Food of participants and UPLB delegates: % CASUC
- Emcee: % CASUC
- Please indicate the target number of participants. Please include a list of HEIs to be invited.
- Invitation to other HEIs: % CASUC

TRAINING WORKSHOP ON MICRO-CREDENTIALS AND INSTRUCTIONAL MATERIALS DEVELOPMENT AND PACKAGING

A collaborative program between
 Caraga Association of State Universities and Colleges, Inc. (CASUC) and University of the Philippines Los Banos (UPLB)
 through the UPLB Office for Institutional Development in Higher Education (OIDHE)

22 March 2025 | Caraga State University, Butuan

8:00 AM – 8:30 AM	Registration	% CASUC
8:30 AM – 09:00 AM	Opening Program - Invocation - National Anthem	% CASUC
	Welcome Remarks	TBA
	Message	TBA
9:00 AM – 10:00 AM	Designing Micro-credentials for Higher Education	Dr. Greg T. Pawilen Professor, College of Human Ecology, UPLB
10:00 AM – 11:00 AM	Developing Micro-credentials	Dr. Greg T. Pawilen Professor, College of Human Ecology, UPLB
11:00 AM – 12:00 NN	Workshop	
12:00 PM – 1:00 PM	Lunch Break	
1:00 PM – 2:00 PM	Quality Assurance for Micro-credentials	Dr. Greg T. Pawilen Professor, College of Human Ecology, UPLB
2:00 PM – 3:30 PM	Presentation of Outputs, Sharing of Experiences and Final Coaching	
3:30 PM – 4:30 PM	Open Forum	
4:30 PM – 5:00 PM	Closing Session	

Higher Education Leadership Mentoring Seminar (HELMS)

A collaborative program between
Caraga Association of State Universities and Colleges, Inc. (CASUC) and University of the Philippines
Los Banos (UPLB) through the UPLB Office for Institutional Development in Higher Education
(OIDHE)

DATE: 21 March 2025

VENUE: Caraga State University, Butuan

SEMINAR OBJECTIVES:

1. To provide overview of current issues related to challenges in higher education to state universities and colleges (SUCs), and private universities within Caraga Region;
2. To foster collaboration and knowledge sharing between UPLB and higher education institutions (HEIs) through joint projects and co-creation initiatives; and
3. To motivate HEIs to explore novel approaches and strategies to enhance their academic offerings, research outputs, and public service programs.

RATIONALE: The purpose of the HELMS conference is to improve the educational landscape in HEIs and address the changing needs of higher education. HEIs face growing responsibilities beyond traditional research and instruction. HELMS aims to equip these HEIs with the knowledge and resources to overcome these challenges. Moreover, the conference fosters collaboration between UPLB and HEIs, enabling knowledge exchange and promoting the development of novel approaches for higher education. By means of proactive discourse and partnership-building, UPLB seeks to strengthen its role as a leader in higher education and contribute to the overall development of the country's academic landscape.

EXPECTED OUTPUT: The participants are expected to develop strategic plans for addressing challenges and enhancing their respective institutions' research and academic offerings based on the learnings and collaborations at the HELMS.

EVALUATION: Evaluation will be conducted to assess the feedback on the relevance and conduct of the seminar.

CERTIFICATES: At the end of the training workshop, a certificate of recognition will be awarded to the speakers and facilitator (% CASUC) and certificate of participation will be awarded to the participants who completed the seminar. OIDHE Team will prepare and send the e-certificates for the participants.

CONCERNS:

- Airfare: c/o UPLB
- Transportation within Caraga: c/o CASUC

- Accommodation: c/o CASUC
- Food of participants and UPLB delegates: % CASUC
- Emcee: % CASUC
- Please indicate the target number of participants. Please include a list of HEIs to be invited.
- Invitation to other HEIs: % CASUC

Higher Education Leadership Mentoring Seminar (HELMS)

*A collaborative program between
Caraga Association of State Universities and Colleges, Inc. (CASUC) and University of the Philippines Los
Banos (UPLB) through the UPLB Office for Institutional Development in Higher Education (OIDHE)*

21 March 2025 | Caraga State University, Butuan

8:00 AM – 8:30 AM	Registration	% CASUC
8:30 AM – 09:00 AM	Opening Program - Invocation - National Anthem	% CASUC
	Welcome Remarks	TBA
	Message	TBA
9:00 AM – 9:45 AM	Plenary Session 1: Building Connections, Shaping Futures: UPLB Initiatives on Co-creating Knowledge and Public Service with Higher Education Institutions	Dr. Jenielyn T. Padrones Director, Office for Institutional Development in Higher Education, UPLB
9:45 AM – 10:30 AM	Plenary Session 2: University Research Governance and Culture	Dr. Nathaniel C. Bantayan Vice Chancellor for Research and Extension, UPLB
10:30 AM – 11:15 AM	Plenary Session 3: Digitalizing Student Affairs and Services: Model of Practice in the New Normal	Dr. Janette H. Malata-Silva Vice Chancellor for Student Affairs, UPLB
11:15 AM – 12:00 NN	Open Forum	
12:00 PM – 1:00 PM	Lunch Break	
1:00 PM – 1:45 PM	Plenary Session 4: HEIs as Edutourism Destinations	For. Roberto P. Cereno Vice Chancellor for Community Affairs, UPLB
1:45 PM – 2:30 PM	Plenary Session 5: Understanding Micro-credentials	Dr. Greg T. Pawilen Professor, College of Human Ecology, UPLB
2:30 PM – 3:15 PM	Plenary Session 6: Imperatives of Digital Transformation in Higher Education Institutions	Dr. Val Randolph M. Madrid Associate Professor, College of Arts and Sciences, UPLB
3:15 PM – 4:00 PM	The Future of Higher Education Governance and Academic Leadership: A Plenary Roundtable Discussion Moderator: TBA	Please include other Presidents/ Head of HEIs who will confirm their attendance
4:00 PM – 4:30 PM	Open Forum	
4:30 PM – 5:00 PM	Closing Session	



Republic of the Philippines
CARAGA ASSOCIATION OF STATE UNIVERSITIES AND COLLEGES, INC.
Agusan del Sur State College of Agriculture and Technology
Caraga State University
North Eastern Mindanao State University
Surigao del Norte State University

SEC Registration No. CN201537025 dated 21 September 2015

PASUC Caraga Advisory No. 07
Series of 2025

For : **Dr. Rolyn C. Daguil** **Dr. Nemesio G. Loayon**
 CSU President **NEMSU President**

Dr. Rowena A. Plando
 SNSU President

From : **Dr. Joy C. Capistrano**
 Regional Chair, PASUC Caraga
 President, CASUC, Inc.

Subject: **UPLB Trainings**

Date : **05 March 2025**

This is in relation to the collaboration of Caraga Association of State Universities and Colleges, Inc. (CASUC) and University of the Philippines Los Banos (UPLB) through the UPLB Office for Institutional Development in Higher Education (OIDHE) in conducting trainings to improve the educational landscape in HEIs and address the changing needs of higher education.

Please be informed that the trainings will be held at Caraga State University, Butuan City with the following schedule:

1. Higher Education Leadership Mentoring Seminar (HELMS)
March 21, 2025 (Friday)
2. Micro-Credentials and Instructional Materials Development Packaging
March 22, 2025 (Saturday)

A Registration fee of Php 5,000.00 per participant for 2-day training will be collected to defray conference operational expenses. Kindly deposit payment to the CASUC account with the following details:

Payee: Caraga Association of State Universities and Colleges, Inc.
Account No.: 4512-1006-22
Bank: Land Bank of the Philippines
Bunawan, Agusan del Sur Branch

Please finalize the list of participants in each training and submit on or before March 14, 2025.

For your information and compliance.




Republic of the Philippines
CARAGA ASSOCIATION OF STATE UNIVERSITIES AND COLLEGES, INC.
 Agusan del Sur State College of Agriculture and Technology
 Caraga State University
 North Eastern Mindanao State University
 Surigao del Norte State University

SEC Registration No. CN201537025 dated 21 September 2015

PASUC Caraga Advisory No. **05**
 Series of **2025**

For : All SUC Presidents
 CSU, NEMSU, SNSU

From : **Dr. Joy C. Capistrano** 
 Regional Chair, PASUC Caraga
 President, CASUC, Inc.

Subject: List of Participants for HELMS and MCMIDP Training

Date : 21 February 2025

The CASUC, in collaboration with the University of the Philippines—Los Baños, will host a seminar-workshop on Higher Education Leadership Mentoring Seminar (HELMS) and Micro-Credentials and Instructional Materials Development Packaging (MCMIDP) with a tentative schedule on the 2nd or 4th week of March, 2025.

In relation, to arrange logistics and other preparations, you are hereby requested to submit list of participants for the two (2) seminars mentioned above. Each SUC must have fifteen (15) participants for each seminar. Please fill in the details in the table below:

No.	Name of Participant	Position/Designation	SUC	Seminar-Workshop
1.	<i>Juanillo Cruz</i>	<i>Dean CTI</i>	<i>JSSU-IT</i>	<i>Micro-Credentials</i>
2.	<i>Maria deli Cruz</i>	<i>VP Admin</i>	<i>CSU</i>	<i>HELMS</i>
3.				

Kindly submit the list on or before February 28, 2025, at op@asscat.edu.ph.

For your information and compliance.