



Cor Jesu College

Office of the External and Alumni Affairs Office

Sacred Heart Ave., Digos City, Philippines
 Tel. No. (082) 553-2658 local 105 * Fax 082 553-2333

ACTIVITY REPORT

NAME OF ACTIVITY	Joint Alumni Council Planning Session	
DATE	June 12-13, 2015	
VENUE	Loleng's Mountain Spring Resort	
APPROVED BUDGET	P 25,000.00	
PARTICIPANTS	Alumni Officers : Atty. Engelbert Calgas Mr. Teodorico Dofiles II Ms. Melody Malnegro Pastor Rey Rafailes Engr. Kendrick Cabintoy Dr. Leticia Cansancio Mr. Daryl Hisola Mr. Christopher Felipe EAAO: IAO: Engr. Nelson Tandug Ms. Juliet O. Mabale	
FACILITATOR	External and Alumni Affairs Office	
I. RATIONALE To determine future actions and plans for the Alumni association This planning session is conducted to convene and discuss various plans and objectives that are to be achieved.		
II. OBJECTIVES 1. Identify targets for the school year 2. To discuss a range of issues and concerns relative to the participation of the alumni association not only in school activities but in the community as well.		
III. NARRATIVE HIGHLIGHTS DAY 1 The session started at 2:15 PM with a prayer led by Engr. Tandug followed by the Pambansang Awit. A. INTRODUCTION <ul style="list-style-type: none"> • Engr. Tandug discussed to the group of the things that will transpire all throughout the planning session • An open minds discussion was adopted wherein everybody is enjoined to contribute in the agenda or matters that we find necessary to be discussed. • Thus, I was agreed to suspend the adoption of the usual parliamentary procedure which was moved by Engr. Ken Cabinoty and seconded my Ms. Melody Malnegro. 		

B. AGENDA

- **Structure**

- *partnership of Alumni*
- *International Alumni*
- *Extended groups*
- *Status of Alumni Officers*
- *SEC Registration*
 - ✓ *SEC registration of the Alumni Association to be funded*

- **Flagship programs and projects - *tasking***

Programs and Projects	Time Frame	Person Assigned
<i>Institutionalized homecoming, acceptance, awards</i>	<i>Subject for resolution 6/2015</i>	<i>EAAO</i>
<i>Chapel</i>	<i>July 2015</i>	<i>Engr. Cabintoy, Engr. Tandug, Mr. Rafailes</i>
<i>Adopt a community</i>	<i>July 2015</i>	<i>Ms. Malnegro Mr. Hisola</i>
<i>Scholarship</i>	<i>September 2015</i>	<i>Dr. Cansancio</i>
<i>Alumni newsletter</i>	<i>July 2015</i>	<i>Ms. Malnegro Mr. Hisola</i>
<i>Alumni ID/Benefit</i>	<i>July 2015</i>	<i>Mr. Dofiles Mr. Felipe</i>

- **Institutional Alumni activities**

- ✓ *Sacred Heart Fiesta*
- ✓ *School Foundation*
 - ✚ *Mr. Dofiles cited that it is the tradition of the school that the Alumni association will be the one to hold in the opening of the school foundation, this is usually opened through the conduct of a fun run participated by all alumni, students and school employees.*

- **Other Matters**

<i>Endowment</i>	<i>September 2015</i>	<i>EAAO</i>
<i>Alumni Manual</i>	<i>September 2015</i>	<i>EAAO</i>
<i>Guidelines for fund use</i>	<i>July 2015</i>	<i>Engr. Cabintoy, Dr. Masognsong</i>

- ✓ *For the extended groups of the association , they should inform the office of the EAAO in any activities initiated by them*
- ✓ *Alumni association was also raised that it should be included in the school yearbook*
- ✓ *uniforms for the alumni association*

- ✓ Souvenir shop like Tshirts, Ballpens and others
 - ✚ It is possible if the association can now manage their own fund.

DAY 2 June 13, 2015

Engr. Tandug gave an overview of the discussions that transpired in Day 1, things that were not discussed was identified as follows:

- **Alumni Rites**
 - The alumni rites was found necessary and that it was suggested to adopt again the alumni rites, however, it was further discussed and requested Mr. Dofiles to do the modification or the formulation of a new alumni rites
 - Make the ID available right away and be distributed during the Alumni rites ceremony
 - next meeting will be the presentation and modification of the Alumni rites
 - Breakdown of the Alumni Fee
 - ✓ **100 – ID**
 - ✓ **100- Alumni Registration**
 - ✓ **100 – Acceptance rites**
- **Processing of ID**
 - negotiate with the CIMS budget is only 50.00
 - To be brought up in the meeting with the Administration
- **Homecoming**
 - College: every other year starting this year 2015 - which will be organized by the EAAO (for this year only)
 - ✓ **Saturday before September 30**
 - Dec. 30 – High School Alumni

C. Adjournment

Planning session successfully ended at 11:10 AM with a closing prayer by Mr. Rafailles.

IV. INSIGHTS/ REFLECTIONS

The planning session is an avenue to exchange minds and ideas for the progress of the institution in maintain and improving the schools' seal of excellence it is a good venue where fellow alumni meet to discuss future plans of the association .

V. AREAS OF IMPROVEMENT/CHALLENGES

- ✚ a more conducive place for the planning session.
- ✚ to make the necessary data available before the planning schedule for discussion

VI. Attached Evidences/ Documentation

- ✚ pictures

Prepared by:

JULIET OLANDA-MABALE, MBA
Planning and Quality Management Officer



