



COMMISSION ON HIGHER EDUCATION

REGIONAL OFFICE III

RELEASED
NOV 29 2023
CHEDRO III

CHEDRO-III MEMORANDUM

No. 224 s. 2023

TO : **PRESIDENTS/ADMINISTRATORS/OFFICERS-IN-CHARGE OF LOCAL UNIVERSITIES AND COLLEGES (LUCs) IN REGION III**

SUBJECT: **VENUE AND OTHER DETAILS ON THE ZONAL TRAINING ON INSTITUTIONAL DEVELOPMENT PLANNING FOR LOCAL UNIVERSITIES AND COLLEGES**

DATE : **NOVEMBER 29, 2023**

This has reference to the CHEDRO-III Memorandum Order No. 212, series of 2023, "Zonal Training on Institutional Development Planning for Local Universities and Colleges" released on November 14, 2023.

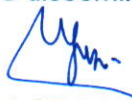
Relative to this activity, please be advised of the details below:

Training Dates:	Tuesday, December 5, 2023 to Thursday, December 7, 2023 Note: <i>Onsite registration will start at 12:30pm on December 5, 2023. Only PM Snack and Dinner will be served for Day 1.</i>
Venue:	Hotel Seoul Clark , Abacan &, Chico, E Aguineldo, Clark Freeport, Mabalacat, Pampanga (https://www.hotelseoul-clark.com/?lang=en)
Target Participants:	Two (2) representatives from each LUC and One (1) LGU authorized representative , preferably the staff involved in the operation of the respective LUC. Note: <i>LUCs are requested to coordinate with their respective Local Government Unit for their representative.</i>
Online registration link:	https://tinyurl.com/ZonalTrainingIDP
Others:	Meals (AM Snack-Dinner) during the training will be provided; however, transportation and accommodation should be arranged and shouldered by the participants. Expenses of the LUC and LGU representatives are chargeable to their respective local funds, subject to the usual government accounting and auditing regulations.

Should there be queries, the designated staff may coordinate directly with Dr. Maria Teresa S. Salta, Education Supervisor II at telephone number (045) 402-6659 or email at mtsalta@ched.gov.ph.

For everyone's usual cooperation.

Wide dissemination of this memorandum is desired.


MS. LORA L. YUSI
Officer-in-Charge,
Office of the Director IV

**Training on the Preparation of a 5-Year Institutional Development Plan (IDP)
for Local Colleges and Universities (LUCs) in Region I, II, III, CAR & NCR**
December 5-7, 2023; Hotel Seoul Clark, Mabalacat, Pampanga

**ITINERARY AND PROGRAM
(COPY FOR RESOURCE PERSONS, CHEDRO, AND CHED OIQAG)**

Date/Time	Duration	Activities	Responsible Persons/Office
DAY 1 December 5, 2023 (Tuesday)			
12:30 p.m. - 1:00 p.m.		Registration	CHED CO & CHEDRO III
1:00 p.m. - 1:30 p.m.		Preliminaries	CHED OIQAG
		Invocation	
		Pambansang Awit	
		CHED Hymn	
		Introduction of Participants	
		Welcome Remarks	
		Inspirational Message and Objectives of the Activity	Raul F. Muyong, Ed.D. Director IV, OIQAG
1:30 p.m. - 2:30 p.m.	1 hr	Module 1 IDP Overview and Objectives	Dr. Leah Dela Rosa
2:30 p.m. - 3:30 p.m.	1 hr	Module 2 Introduction to IDP	Prof. Sylvia Clemente
3:30 p.m. - 4:30 p.m.	1 hr	Module 3 SWOT for IDP	
4:30 p.m. - 5:30 p.m.	1 hr	Module 4 (Part 1) Academic Development	Dr. Leah Dela Rosa
5:30 p.m. - 5:40 p.m.	10 mins	Synthesis and Closing for Day 1	
DAY 2 December 6, 2023 (Wednesday)			
7:15 a.m. - 7:40 a.m.		Registration	
7:40 a.m. - 7:50 a.m.	10 mins	Opening and Recap of Day 1	
7:50 a.m. - 9:10 a.m.	1hr and 20 mins	Module 4 Part 2- Academic Development	Dr. Leah Dela Rosa
9:10 a.m. - 10:10 a.m.	1 hr	Module 5-Administrative Development	Prof. Sylvia Clemente
10:10 a.m. - 11:30 a.m.	1 hr and 20 mins	Module 6 Part 1-Infrastructure Development	Prof. Sylvia Clemente
11:30 a.m.-12:30 p.m.		Lunch	
12:30 p.m. - 2:00 p.m.	1 hr and 30 mins	Module 6 Part 2- Infrastructure Development Sustainability and Technological Advancement	Dr. Leah Dela Rosa
2:00 p.m. - 3:00 p.m.	1 hr	Module 7-Resource Mobilization	Prof. Sylvia Clemente
3:00 p.m. - 4:00 p.m.	1 hr	Module 8-Implementation Plan	Dr. Leah Dela Rosa
4:00 p.m. - 5:00 p.m.	1 hr	Module 9-Monitoring and Evaluation	Dr. Leah Dela Rosa
5:00 p.m. - 5:30 p.m.	30 mins	Module 10-Conclusion and Way Forward for an IDP	Prof. Sylvia Clemente
5:30 p.m. - 6:00 p.m.	30 mins	Module 11-Supporting Data and Documents	Dr. Leah Dela Rosa
6:00 p.m. - 6:30 p.m.	30 mins	Distribution of Workshop Forms Synthesis and Closing for Day 2	
DAY 3 December 7, 2023 (Thursday)			
7:00 a.m. - 7:30 a.m.		Registration	
7:30 a.m. - 7:40 a.m.	10 mins	Opening and Recap of Day 2	
7:40 a.m. - 10:00 a.m.	2 hrs and 20 mins	Workshop Part 1 Presentation	Dr. Leah Dela Rosa/ Prof Sylvia Clemente
10:00 a.m. - 12:20 nn	2 hrs and 20 minutes	Workshop Part 2 Presentation	Dr. Leah Dela Rosa/ Prof Sylvia Clemente
12:20 nn - 1:20 p.m.		Lunch	
		Closing Awarding of Certificates	CHEDRO III & CHED OIQAG

Mr. Glenn Marco M. Antonio
Master of Ceremony