therein;

B. THE BOARD OF TRUSTEES

1. REFERENCE

a. **Composition**: Pursuant to applicable laws, rules and regulations and in accordance with its Articles of Incorporation and By-laws, the corporate powers of Saint Mary's University of Bayombong are vested in and exercised by the Board of Trustees, which consists of 10 religious and lay members.

b. **Qualifications**: Every member of the Board is required to possess at least a bachelor's degree and have utmost integrity who are well-respected in their profession/vocation. Members of the CICM shall at all times constitute majority of the total membership of the Board of Trustees.

2. FUNCTIONS AND RESPONSIBILITIES

a. reviews and approves policies pertaining to major administrative and organizational changes within the University, such as, but not limited to, the opening of new colleges and offering of new academic programs, or the closing of existing colleges and academic programs; the appointment of major officials and the establishment of new offices and services, among others;

b. considers long range plans for the improvement of the academic programs, teaching and research activities, spiritual welfare of the students, the faculty development programs, expansion and development of the physical plant and facilities of the University;

c. approves the annual budget of the University;

d. approves loans to be obtained by the University;

e. determines policies of investment and regulates policies on income and on salaries;

f. confirms the financial privileges and benefits for

employees;

g. receives the reports on external, objective and disinterested audit and review of the total operation of the University;
h. approves the purchase of, or hold, mortgage or sale of real estate properties, and other investments;
i. relates the University with the community in accordance with its basic objectives, vision and orientation;
j. approves affiliations with sister corporations and consortia;
k. grants extraordinary powers to the University President in case of emergency;
l. appoints an Acting President in case of vacancy before a University President is officially appointed;
m. recommends to the Commission on Higher Education (CHED) the conferment of honorary degrees to persons who distinguished themselves in their respective fields;
n. grants the title "Emeritus" to faculty members and administrators who have reached the retirement age;
o. serves as the body of last appeal involving administrative cases and/or conflicts that may have been handled by administrative office/bodies of the University; and
p. discharges such other functions, powers, and duties as may be assigned by law, or corporate by-laws to the Board, or as are inherent in the Board of Trustees of an educational institution.

II. UNIVERSITY OFFICERS

A. UNIVERSITY PRESIDENT. The University President is the chief executive/ administrator of Saint Mary's University.

President may assign.

E. VICE PRESIDENT FOR FINANCE AND TREASURER

1. REFERENCE

a. **Appointment:** The President recommends the appointment of the Vice President for Finance and Treasurer subject to the approval of the Board of Trustees.

b. **Qualifications:** The Vice President for Finance and Treasurer must:

i. possess at least a master's degree or a professional license requiring at least a bachelor's degree; a doctoral degree holder, is however, preferred.

ii. have managerial competence or have a background of demonstrated service and competence in his/her field of endeavor; and

iii. be of good moral character.

c. **Term of Office:** The term of office is one year for the initial appointment. This initial appointment may be renewed for a term of two years on the second appointment. The succeeding appointments shall be for a term of three years each, provided that such appointment shall not be beyond 60 years old, unless the President extends it on a yearly basis, but not beyond the mandatory retirement age of 65.

2. FUNCTIONS AND RESPONSIBILITIES

a. he/she is the Officer-in-Charge during casual absences of the President, the Vice President for Mission and Identity, the Vice President for Administration and the Vice President for Academic Affairs;

b. is the chief financial officer of the University and as such, is responsible to the University President;

c. seeks funds to improve and develop the financial

agencies and others that are entitled to receive them;

k. acts as comptroller of operating and capital budget and expenditures under the general supervision of the University President;
l. spearheads the preparation of the budgets by the different units and schedules annual budget hearings with the Advisory Board prior to consolidation and submission to the Board of Trustees for approval;
m. approves and /or endorses for approval purchase request forms, materials requisition, canvass and purchase order forms, and gas slips;
n. spearheads the conduct of consultation meetings with students, parents and other stakeholders for the increase in tuition, miscellaneous and other fees;
o. keeps custody of bank account passbooks and checkbooks, all funds, securities and bonds of the University;
p. monitors various bank deposits and investment accounts; and
q. performs other related functions as may be assigned by the University President.

F. UNIVERSITY CHAPLAIN AND DIRECTOR, CENTER FOR CHRISTIAN FORMATION

1. REFERENCE

a. **Appointment**: The University Chaplain and Director for the Center for Christian Formation is appointed by the CICM-RP Provincial Superior, after consultation with the Local Ordinary and the University President.
b. **Term of Office**: He is appointed for a term of three years, and his term is renewable.

2. FUNCTIONS AND RESPONSIBILITIES: The University Chaplain and Director of Center for Christian Formation is directly responsible to the Vice President for Mission

in the different key result areas that correspond with the standards set by regulatory, certification and accrediting agencies;

g. assists the Vice President for Academic Affairs in monitoring the implementation of the recommendations/memorandum orders of regulatory, certification and accrediting agencies;
h. consolidates documents for program accreditation and Institutional Sustainability Assessment (ISA) and gives recommendations for appropriate action;
i. discusses with the Vice President for Academic Affairs and with the concerned Academic Deans and the Principals the result of the evaluation by regulatory, certification and accrediting agencies; and
j. performs other related functions as the University President may assign.

N. DIRECTOR, LINGKOD MARIA COMMUNITY DEVELOPMENT AND ADVOCACY CENTER

1. REFERENCE

a. **Appointment**: The Director of the Lingkod Maria Community Development and Advocacy Center is appointed by the University President in consultation with the Advisory Board, subject to the confirmation of the Board of Trustees.
b. **Qualifications:** The Director of the Lingkod Maria Community Development and Advocacy Center must:
   i. possess at least a master's degree. A doctoral degree holder, is however, preferred;
   ii. have at least two years of satisfactory managerial experience; and
   iii. be of good moral character.
c. **Term of Office**: The term of office is one year for the initial appointment, renewable for terms of two years each, provided that such appointment shall not be beyond 60 years old, unless the University President

of clearance to the Academic Dean;

j. spearheads the activities on Clean, Healthy, Safe and Friendly (CHSF) Environment Program;

k. maintains an Indigenous Peoples Desk manned by a focal person who:

i. develops strategic partnerships and agreements with government agencies, indigenous people (IP) organizations and the non-government sector in the implementation of the unit's goals and objectives.

ii. works closely with government and non-government agencies and leads negotiations to ensure that the needs and priorities of IPs are progressively met through appropriate program design, delivery strategies and resource allocation;

iii. consults and advises the Vice President for Mission and Identity on the activities and issues regarding the preservation, promotion, and protection of IP culture in the university;

iv. initiates strategies and projects to improve access and coordination of services provided to IPs;

v. spearheads, coordinates and assists in organizing training/s for IPs; and

vi. works with the Research Center on IP researches.

l. performs other related functions as may be assigned by the Vice President for Mission and Identity or the University President.

O. DIRECTOR, PHYSICAL PLANT AND PROPERTIES DEVELOPMENT AND MAINTENANCE OFFICE

1. REFERENCE

a. **Appointment**: The Director of the Physical Plant and

k. coordinate with the different university offices on how the university health services could be well implemented for the welfare of students and employees.
l. consolidate reports of the different field offices of the University health Services office.
m. performs other related tasks and other related functions as maybe assigned by the dean of Student Affairs or the Vice President for Administration.

BB. HEAD, PROMOTIONS, EXTERNAL RELATIONS AND INTERNATIONALIZATION OFFICE (PERIO)

1. REFERENCE

a. **Appointment**: The Head of the Promotions, External Relations and Internationalization Office (PERIO) is appointed by the University President in consultation with the Advisory Board, subject to the confirmation of the Board of Trustees.
b. **Qualifications:** The Head of the Promotions, External Relations and Internationalization Office (PERIO) must:
   i. possess at least a master's degree;
   ii. have good social and communication skills; and
   iii. be of good moral character.
c. **Term of Office**: The term of office is one year for the initial appointment, renewable for terms of two years each, provided that such appointment shall not be beyond 60 years old, unless the University President extends it on a yearly basis, but not beyond the mandatory retirement age of 65.

3. FUNCTIONS AND RESPONSIBILITIES: The Head of Promotions, External Relations and Internationalization Office is directly responsible to the University President and is mandated to perform the following:

a. serves as the Public Information Officer for linkage activities of the University;

b. works with the Head of the Alumni Affairs Office in activities and functions related to national and international alumni linkages;
c. is responsible for the forging, monitoring and evaluation of local and international linkages both academic or non-academic;
d. facilitates the preparation of required documents and reviews with the concerned unit or department proposals for joint institutional projects or undertakings;
e. prepares and implements a general program for the integration of international students into the academic and social life of the University and the preparation of outbound students and faculty exchange;
f. spearheads the updating of the University website, in coordination with the CICT;
g. prepares promotional materials (print or digital) and conducts marketing activities and recruitment of students;
h. leads the Promotion and External Relations Team (PERT);
i. spearhead the branding strategies and monitors compliance to the SMU brand standards; and
j. performs other related tasks that may be assigned by the University President.

CC. HEAD, PUBLISHING AND DIGITAL PRINTING OFFICE (PDPO)

1. REFERENCE

a. **Appointment**: The Head of the Publishing and Digital Printing Office (PDPO) is appointed by the University President in consultation with the Advisory Board, subject to the confirmation of the Board of Trustees.

establishing contact with parents concerning the problems of students.

3. Academic personnel should avoid any commercial or business transactions with parents/guardians using undue influence or moral ascendancy.

E. Academic Personnel - Community Relationship

1. Every academic personnel constitutes a link with the community. In civic, cultural, social and religious gatherings an academic personnel uses effective means to inform the public about the University's objectives, functions, programs, plans and policies.
2. Academic personnel should be genuinely interested in the conditions of the community. Membership in civic, cultural and religious associations and participation in community projects are encouraged. However, academic personnel should exercise due care before accepting advisorship to non-Saint Mary's University organizations and discuss it with his/her Dean and the University President.
3. Academic personnel should refrain from accepting advisorship to fraternities or sororities within or outside of the University.
4. In order that political activities of an academic personnel may not prejudice his/her teaching services, an academic personnel who plans to run for public office should present his/her plans in writing to the Advisory Board duly noted by his/her immediate superior before the beginning of the semester. The Advisory Board may request him/her to be on leave or to reduce his/her load substantially, to let him/her devote his/her time to his/her political activities. This is an act of justice and fairness to himself/herself and to his/her students.

SAINT MARY'S UNIVERSITY
BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES
LINGKOD MARIA COMMUNITY DEVELOPMENT AND ADVOCACY CENTER

Document Code	LMC-FO-014
Revision	01
Effectivity Date	2022/11/17
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MINUTES OF THE MEETING
STAKEHOLDERS' MEETING
Thursday, June 20, 2024, 9:00 A.M., AVR1

I. ATTENDANCE

Present:

1.	Dr. Christopher Allen S. Marquez	Director, LMCDAC
2.	Mrs. Rodora P. Tipay	CDA Coordinator, SAB
3.	Engr. Candido Joseph T. Rosario, Jr.	CDA Coordinator, SEAIT
4.	Mr. Robert S. Aceret	CDA Coordinator, SHANS
5.	Miss Laurice Kaye Laguinday	CDA Coordinator, STEH
6.	Miss Joy D. Balawa	CDA Coordinator, GS
7.	Mrs. Jojilyn L. Anoche	CDA Coordinator, JHS
8.	Mrs. Pedelina D. Bulligan	CDA Coordinator, SHS
9.	Mr. Michael S. Catacutan	Laboratory Assistant, CNS
10.	Mrs. Heidee L. Lamoste	Staff, LMCDAC
11.	Mr. Samuel Damayon	Dean, ODSAS/Doctoral Student
12.	Mr. Luther F. Castillo	Doctoral Student
13.	Mrs. Fatima Nadia H. Abdurahman	Resident, Sitio Masina
14.	Ms. Laayan Faith A. Sarawad	Resident, Sitio Masina
15.	Ms. Hailie Manuel	Resident, Sitio Masina
16.	Ms. Lilibeth F. Jose	Resident, Ipil-Cuneg
17.	Mrs. Esmelinda S. Banduhan	Resident, Ipil-Cuneg
18.	Mr. Hazan C. Daniel	TIC, Ipil-Cuneg ES
19.	Mrs. Janet C. Ampat	Resident, Pawak
20.	Mrs. Rosita T. Dalmacia	Resident, Pawak
21.	Marcelino B. Tayaban	Resident, Gonggongob
22.	Novelyn I. Tan-um	Resident, Gonggongob

OPENING PRAYER: Prayer before a Meeting

II. PROCEEDINGS

	TOPIC	DISCUSSION/AGREEMENTS	REMARKS
1.	**2023-2024 Accomplishments and Challenges**	• Dr. Marquez presented to the body the significant achievement of the center, detailing its activities, projects, and advocacy programs initiated by the University. He highlighted the alignment of these	

		initiatives with the sustainable development goals, showcasing the collaborative efforts of various units and schools within SMU to support their partner communities. He also shared some of the challenges encountered by the SMU team in implementing these activities. Through these community-focused efforts, he emphasized SMU's commitment to creating a lasting impact in their five-year partnership.	
2.	**Presentation of Research Outputs:**	• Dr. Marquez presented the results and discussions of the needs assessment conducted at Sitio Pawak, Pawak Elementary School, and Baguingey Elementary School by the SMU Junior High School and Grade School. He outlined the identified challenges and immediate needs of these communities, enabling SMU to propose projects and initiatives to address them comprehensively. • Regarding the Sitio Masina Water Quality Assessment, Mr. Catacutan presented the research findings from the assessment conducted on January 27, 2024. He emphasized the need for improvements to the two primary water sources in the area to enhance water	

		quality. Additionally, he suggested constructing a small water reservoir, similar to the installed water tanks in Prk. Gonggongob, to further support the community's safe water needs.	
3.	**Action Plan**	• Dr. Marquez requested the CDA Coordinators to convene and engage in the discussions with representatives from their partner communities to develop a comprehensive action plan. • For inclusion in the 2024 Action Plan: ➢ Livelihood: • Pawak: Turmeric/salted egg/bugnay wine. • Ipil-Cuneg: soap making • Masina: Wine making (ongoing) • Gonggongob: Chayote pickles (ongoing) ➢ Water quality-related projects with partner communities; ➢ Library for the partner schools	

IV. ADJOURNMENT

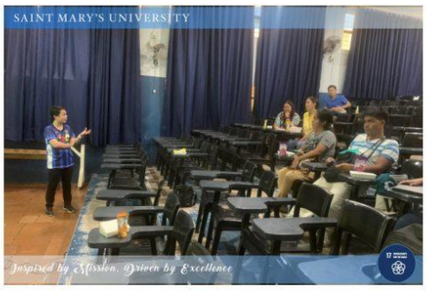
The meeting adjourned at 12:00 P.M. with a closing prayer

V. PHOTO DOCUMENTATION

SAINT MARY'S UNIVERSITY
BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES
LINGKOD MARIA COMMUNITY DEVELOPMENT AND ADVOCACY CENTER

Document Code	LMC-FO-014
Revision	01
Effectivity Date	2022/11/17
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Prepared by:

HEIDEE L. LAMOSTE
Staff, LMCDAC

Checked and Reviewed by:

DR. CHRISTOPHER ALLEN S. MARQUEZ
Director, LMCDAC

Narrative Report: Provincial Traffic Decongestion Summit 2025, January 28, 2025

SAINT MARY'S UNIVERSITY
BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES
INSTITUTIONAL DEVELOPMENT AND QUALITY ASSURANCE OFFICE

Document Code	EOMS-QAO-FO-010, Rev. 00
Effectivity Date	2024/12/08
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NARRATIVE REPORT

SDG: 11 (Supported by SGD 3, 13, 17)

Title of Activity: Provincial Traffic Decongestion Summit 2025
"Working Together for Effective Solution to Traffic Challenges

Date/Time: January 28, 2025, 8:00 am-6:00 pm

Venue: Ammungan Hall, Capitol, Bayombong, Nueva Vizcaya

Organizers: PLGU

Objectives: To discuss critical traffic management issues and explore viable solutions

Beneficiaries : The constituents of the whole Province of Nueva Vizcaya and people traversing the province, and especially the SMU community

Participants: Multi-sectoral (Department of Public Works and Highways (DPWH), Land Transportation Office (LTO), National Economic and Development Authority (NEDA), Philippine National Police (PNP), the 86th Infantry Battalion, and R2TMC)

A. Highlights of the Activity:

Through an invitation from the Office of the Governor of Nueva Vizcaya, addressed to University President Dr. John Octavious S. Palina, **Saint Mary's University (SMU)** actively participated in the **Provincial Traffic Decongestion Summit 2025**, held on **January 28, 2025**, at **Amungan Hall, Capitol, Bayombong, Nueva Vizcaya**. Representing SMU were **Mr. Samuel B. Damayon, DSAS, and Mr. Henry F. Gamboa, ADSAS-Men**. The summit, themed **"Working Together for Effective Solutions to Traffic Challenges,"** was organized by the **Office of the Governor of Nueva Vizcaya** and spearheaded by **SF04 Carmelo B. Andrada (Ret.)**.

The event brought together multi-sectoral institutions and agencies to discuss critical traffic management issues and explore viable solutions. It was graced by esteemed officials, including Governor Atty. Jose V. Gambito, Vice Governor Eufemia A. Dacayo, Mrs. Ruth R. Padilla (Chairperson, Regional Tourism Council), BM Florante Herdan, BM Roland Carub, BM Patricio "Patpat" Dumlao, alongside dignitaries from regional offices, representatives from the transport and education sectors, trucking operators, and other stakeholders.

Key resource speakers from agencies such as the Department of Public Works and Highways (DPWH), Land Transportation Office (LTO), National Economic and Development Authority (NEDA), Philippine National Police (PNP), the 86th Infantry Battalion, and R2TMC provided crucial insights on road infrastructure, traffic accidents, vehicular collisions, medical

implications of road mishaps, and the broader economic impact of traffic congestion in Nueva Vizcaya and the region.

SMU's "No Vehicle/Motorcycle Day" Initiative Gains Recognition

During the plenary session, Saint Mary's University—represented by Mr. Gamboa—shared its innovative "No Vehicle/Motorcycle Day" initiative, observed every first Wednesday of the month. This program, rooted in SMU's commitment to social and moral responsibility, promotes environmental sustainability and contributes to alleviating traffic congestion. The initiative was highly commended by summit participants and recognized as a model for other educational institutions.

In response, BM Herdan and Vice Governor Dacayo expressed admiration for the initiative and encouraged collaborative efforts between SMU and other agencies to expand its impact. Mr. Gamboa also appealed to the Provincial and Local Government Units (PLGU & LGUs) to ensure the availability of public transportation for students and employees on designated "No Vehicle/Motorcycle Days."

The initiative continued to gain traction as BM Herdan shared it during a DWRV radio program, sparking public interest and discussion. The people of Nueva Vizcaya were encouraged to adopt similar practices to help ease traffic congestion and sustain the province's natural vibrancy.

Through its participation in the summit, Saint Mary's University reaffirmed its dedication to sustainable development and active community engagement, reinforcing its role as a leader in both education and social responsibility. The program ended with the signing of pledge and commitment.

B. Summary of the Activity Evaluation

C. Appendices

1. Attendance Sheet (N/A)

2. Program of Activities

(Each multi-sectoral representative presented the situation and status of their agencies based on their mandate. After the presentations, an open-forum and discussion was conducted directed towards some viable solutions to the emerging provincial traffic congestion affecting the well-being of the constituents, travelers, road safety and others. The meeting was highlighted by the signing of commitment.

3. Photo Documentation







Prepared by:

HENRY F. GAMBOA, PhD
ADSAS for Men

Vincit Omnia Veritas Law Student Council, Collated Report on the Proposed Tuition Fee Increase, February 24, 2025

SAINT MARY'S UNIVERSITY
BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES
COLLEGE OF LAW
VINCIT OMNIA VERITAS LAW STUDENT COUNCIL

February 24, 2025

ATTY. EPIFANIO DELBERT G. GALIMA III
Academic Dean
College of Law

Atty. Galima,

Grace and Peace!

Attached is the collated report on the proposed tuition fee increase in the College of Law, reflecting the perspectives of COL students on the matter.

ITEM	Original Amount	Suggested Amount	Remarks
Fee per unit	1,000.00	-	The students are open to the increase as deemed necessary by the school.
Dental Fee	100.00	Omit	COL students do not fully enjoy dental services, as they are only available at school from 5:30 PM onwards.
Energy Fee	500.00	-	The students are open to the increase as deemed necessary by the school.
Internationalization Fee	100.00	Omit	The College of Law operates under the supervision of and in relation to the Legal Education Board, without a direct link to internationalization.
Internet Fee	350.00	-	Limited to no internet access beyond 5 PM. ● JVD – No access at all ● RT – No access beyond 5 PM ● CL – Limited

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Bayombong, 3700 Nueva Vizcaya, Philippines
smu.edu.ph / law@smu.edu.ph
0936-286-7271 (Globe) I 0961- 870-8405 (Smart)

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BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES

			access only If the school deems the increase necessary, ensure fair and accessible internet for all.

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Library Fee	1,500.00	-	Some believe the fee is justified for maintaining the College of Law Library, but only if resources are updated. Concerns include limited book access, and lack of facility improvements.
Registration Fee	900	-	The students are open to the increase as deemed necessary by the school.
Research Fee	500	-	**RESEARCH AND LEGAL EDUCATION DEVELOPMENT FEE** *This fund is designated to support legal research and the advancement of legal education, including academic research, legal publications, student research projects, and compliance with regulatory standards. It serves its purpose by supporting legal research and the development of the College of Law in accordance with the requirements of the Legal Education Board and the Marian Commission on Bar Operations.*

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VINCIT OMNIA VERITAS LAW STUDENT COUNCIL

School Publication Fee	200	Omit/Reduce = 100.00 or Re-Align The Marian - 100 Pre-Bar Review Publication Fee - 100	Students propose removing or reducing this fee since they no longer receive *The Marian* magazine. If retained, all publications must be distributed to law students.
Pre-Bar Review Publication Fee	-	100	One hundred pesos (₱100) will be sourced from the proposed reallocation of the existing ₱200 school publication fee, ensuring that a portion of the fund is specifically designated for the development and distribution of pre-bar materials and reviewers for law students.
Student Activity Fee *(TRUST FUND)*	300	-	Students are open to the increase if deemed necessary.
BAROps *(TRUST FUND)*	1,000 (500 VOV ; 500 BAROPS)	1,000 (BAROPS FUND-1,000)	This fee is necessary, justified, and should be retained. An increase is warranted as it supports the Marian Barristers. ***Breakdown of Fund Allocation:*** *-Financial Assistance* *-Bar Kits* *-Transpo for BarOps*

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VINCIT OMNIA VERITAS LAW STUDENT COUNCIL

			-*Food for Barristers and Students* -*Token to Barristers*
VOV Fee *(TRUST FUND)*	500	1,000.00	An increase in funding is necessary to support the growth and enhancement of student activities, ensuring a more enriching and well-rounded academic experience for students. Activities per sementer-5 **FUND ALLOCATION:** -Testimonial Dinner -Send-Off -Student Activity Fund

Insurance	100	-	This fee is necessary and must be retained.
Legal Aid Fee	1,000	Retain	This fee is necessary and must be retained, with proper orientation for students. It should also be utilized annually to support the College of Law's Legal Aid Program, Human Rights Center, and Clinical Legal Education Program activities.
Test Paper Fee	100	Omit	This fee should be omitted as the College of Law now mandates the use of Exemplify for exams, making it unnecessary.

SAINT MARY'S UNIVERSITY
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COLLEGE OF LAW
VINCIT OMNIA VERITAS LAW STUDENT COUNCIL

Prepared by:

PATRICIA MAE A. PILOTIN
VOV-LSS President

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ODSAS Annual Report, AY 2024-2025 (cover and page listing the Consultation Meeting on Tuition Fee Increase)



6.	Online Postings · Rizal Day · Bonifacio Day · Regional Convention · National Teachers' Day · Community Issues · Martial Law · National Press Freedom Day · National Heroes' Day · Ninoy Aquino Day · Dress Code Announcements · Back to School Greetings · Campus Tour Video · New Administrative Positions · Typhoon Updates	· December 30, 2024 · November 30, 2024 · October 15, 2024 · October 5, 2024 · September, 2024 · September 20, 2024 · August 30, 2024 · August 24, 2024 · August 21, 2024 · August 13, 2024 · August 12, 2024 · August 7, 2024 · July 31, 2024	The Marian
7.	The Marian Reels	November 30, 2024	The Marian
8.	Feast of the Light	November 28, 2024	ODSAS/CAO/SCC
9.	CHSF Anniversary	November 18-23, 2024	SPCO/ODSAS
10.	Carlos M. Padilla Lecture Series	November 13, 2024	PLGU Nva Vizcaya
11.	Inktober	October, 2024	The Marian
12.	School Weeks	October-November, 2024	ODSAS/LSC/Deans
13.	Loose Ink Submission	October 31, 2024	The Marian
14.	Co and Extra Curricular Organization Orientation	October 23, 2024	ODSAS
15.	Service Grantees Meeting	October 23, 2024	ODSAS
16.	CICM Schools' Student Leaders Convergence	October 1-4, 2024	ODSAS
17.	The Marian General Assembly	September 28, 2024	The Marian
18.	Gabi ng mga Bagong Marians	September 11, 2024	SCC/ODSAS
19.	Entrance Seminar-Workshop	September 2, 2024	The Marian
20.	Sapientia A Deo Walk	August 19, 2024	ODSAS/SCC/CAO
21.	Clubs' Fair	August 19, 2024	ODSAS/SCC
22.	Student Leaders' Oattaking Ceremony	August 13, 2024	ODSAS/SCC
23.	SCC Turn-over Ceremony	August 13, 2024	ODSAS/SCC
24.	Brigada Eskwela	August 9, 2024	ODSAS/VPA
25.	The Marian Editorial Board Recruitment Activities	July – September, 2024	The Marian
26.	Marian Leaders' Capacitation Training	July 6/July 25, 2024	ODSAS/SCC
27.	Flag Raising Ceremony	June 3/July 2/August 6/ September 3/October 1/ November 4/December 3	ODSAS
	Sirip-Sirib Writeshop		CAO/SCC
	Marian Leadership Convergence		ODSAS/SCC
	University Week		ODSAS/SCC/ CAO/SDP
	Consultation Meeting on Tuition Fee Increase		TAO/SCC/ODSAS

Narrative Report: Kappia ken Talged, Marian Traffic Management and Safety Forum with LTO Bayombong, April 24, 2025

NARRATIVE REPORT

SDG:	11 (Supported by SGD 3, 13, 17)
Title of Activity:	*Linggo ng Lingkod at Likha 2025:* Kappia ken Talged: Marian Traffic Management and Safety Forum (cum Theoretical Driving Course)
Date/Time:	April 24, 2025, 8:00 AM-5:00PM
Location:	SMU Calungsod Hall
Organizers:	ADSAS and Bayombong Land Transportation Office
Objectives:	To discuss critical traffic management issues and road safety concerns including free Theoretical Driving Course.
Beneficiaries :	The SMU Community
Participants:	Marian Students, Employees and their families

A. Highlights of the Activity:

As part of Linggo ng Lingkod at Likha 2025, Saint Mary's University, through the Office of the Associate Dean of Student Affairs and Services (ADSAS), in partnership with the Bayombong Land Transportation Office (LTO), conducted the "Kappia ken Talged: Marian Traffic Management and Safety Forum (cum Theoretical Driving Course)" on April 24, 2025, at the SMU Calungsod Hall from 8:00 AM to 5:00 PM.

This timely initiative aimed to raise awareness on critical traffic management issues, promote road safety education, and offer a free Theoretical Driving Course (TDC) to members of the SMU community. The TDC is an essential step for those applying for student driver's permits and was made more accessible through this collaboration.

The forum was facilitated by officials from the Bayombong LTO, who delivered informative lectures on road rules, traffic signs, driving discipline, and safety regulations. The discussions also addressed local traffic concerns, reinforcing the importance of responsible road use in preventing congestion and accidents.

The activity drew active participation from Marian students, employees, and their families, who welcomed the opportunity to learn and engage in practical, community-centered topics. The integration of the free TDC made the program especially meaningful for many participants, aligning with the weeklong celebration's theme of service and innovation.

As part of the broader observance of Linggo ng Lingkod at Likha, this event underscored the university's commitment to social responsibility, civic engagement, and holistic student development. The Kappia ken Talged Forum stands as a model of how academic institutions can work hand-in-hand with government agencies to address real-world challenges while nurturing informed and responsible citizens.

B. Summary of the Activity Evaluation (NA)

C. Appendices

1. Attendance Sheet

2. Program of Activities

The Kappia ken Talged: Marian Traffic Management and Safety Forum (cum Theoretical Driving Course) followed a well-organized program to ensure smooth participation and effective learning. Pre-registration was conducted online through a Google Form, allowing participants to reserve their slots in advance.

On-site activities began at 7:30 AM with registration and attendance checking, followed by the lecture on the Theoretical Driving Course (TDC) facilitated by officers from the Bayombong Land Transportation Office. The session covered essential topics on road safety, traffic rules, and responsible driving behavior.

After the lecture, eligible participants proceeded with the processing of their student permits, with LTO staff assisting throughout the application procedure. The streamlined flow of the program ensured both educational enrichment and access to essential government services in one coordinated event.

3. Photo Documentation

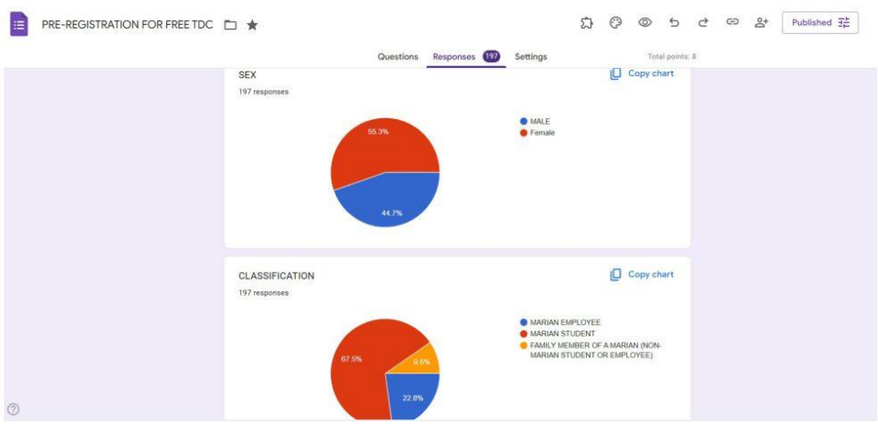












Prepared by:

HENRY F. GAMBOA, PhD
ADSAS for Men

PERIO Annual Report, AY 2024-2025 (cover; tripartite agreement; list of 15 LGU and community partners)

SAINT MARY'S UNIVERSITY
BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES
PROMOTIONS, EXTERNAL RELATIONS, AND INTERNATIONALIZATION OFFICE

Document Code	EOMS-QAO-FO-008, Rev. 00
Effectivity Date	2024/12/08
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ANNUAL REPORT
A.Y. 2024-2025

June 2024 - May 2025

Subarea	Title	Brief Description (Limit to 100 words indicating Who, What, When, Where)	Link to Narrative Report	Link to Evidence (photos, certificates, etc.)
		8. Tripartite Agreement Among SMU, Howest and LGU Solano		
a.9. List of International Linkages	**List of International Linkages as of May 2025**	To date, SMU has a total of 33 international partners, as follows: 1. AFS Intercultural Programs 2. ASIA e University, Malaysia 3. Central Institute of Business Management, India 4. Coventry University, United Kingdom 5. Daffodil International University, Bangladesh 6. Fu Jen Catholic University, Taiwan, R.O.C. 7. Howest University of Applied Sciences, Belgium 8. Hwashin Cyber University, South Korea 9. Northern University, Bangladesh 10. Saint Roberts Training and Management/ Bellarmine Global Education (Thailand) 11. Southeast Asian Ministers of Education Organization Secretariat (SEAMEO, located in Thailand) and Universities of Indonesia-Malaysia-Mayanmar-Philippines-Thailand (SEA-Teacher Project) 12. Southern Taiwan University of Science and Technology, Taiwan 13. Universitas Kanjuran Malang (UNIKAMA), Indonesia	List of International Linkages	

Subarea	Title	Brief Description (Limit to 100 words indicating Who, What, When, Where)	Link to Narrative Report	Link to Evidence (photos, certificates, etc.)
		18. WorldWide for Nature (WWF)-Philippines 19. De La Salle University 20. De La Salle University- With TTBDO		
c. **Local Partnerships**	**List of Partners in the Local Government Unit as of May 2025**	In SY 2024-2025, SMU has a total of 15 partners in the Local Government Unit, as follows: 1. Barangay LGU of Masoc, Bayombong, Nueva Vizcaya and Sitio Pawak, and Pawak Elementary School 2. Brgy. LGU Communal, Solano, NV and Banguingey Elementary School 3. Independent Kabalikat CIVICOM, Inc. 4. Ipil-Cuneg, Bayombong, Nueva Vizcaya 5. Isabela State University (Healthguard) 6. Kalahan Educational Foundation Inc. 7. Municipality of Banaue, Ifugao, Brgy. Batad 8. Our Lady of Fatima Parish 9. Our Lady of Victory Grotto at Mangkelleb Hill 10. Purok Gonggongob, Cabuluan, Villaverde, Nueva Vizcaya 11. Rural Bank of Solano (N.V.) Inc. 12. Sitio Masina, Baretbet, Bagabag, Nueva Vizcaya 13. Solano East Central School & SPED Center Zonta Club Nueva Vizcaya 14. Timpuyog ti Babbalasang idi Kalman, Nueva Vizcaya (TIBIK-NV), Inc.		List of Local Partnerships

Subarea	Title	Brief Description (Limit to 100 words indicating Who, What, When, Where)	Link to Narrative Report	Link to Evidence (photos, certificates, etc.)
		15. LGU Solano		
	SMU welcomes KCP for Benchmarking on International Rankings	Saint Mary's University hosted a benchmarking visit by King's College of the Philippines-Bambang, Inc. (KCP) on March 20, 2025, at the SMU University Boardroom. The visit aimed to discuss SMU's achievements in global rankings and best practices in academic excellence. The KCP delegation was led by Dr. Ely Jose F. As-il, KCP President, and his four team members.	SMU Welcomes KCP for Benchmarking on International Rankings	SMU Website Post: SMU welcomes KCP for benchmarking on International Rankings
	List of Affiliations with Government Agencies as of May 2025	In SY 2024-2025, SMU has a total of 10 affiliations with government agencies, as follows: 1. Department of Trade and Industry 2. Department of Science and Technology 3. DOST Science Education Institute – Capacity Building Program in Science and Mathematics Education (CBPSME) 4. Commission on Higher Education 5. Commission on Human Rights Region 2 6. National Commission for Culture and the Arts 7. Philippine National Volunteer Service Coordinating Agency 8. Commission on Population-Regional Population Information Center 02 9. Region II Trauma and Medical Center	List of Government Affiliations	