



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES  
COLLEGE OF ENGINEERING  
**COMPUTER ENGINEERING DEPARTMENT**

PF 1.3

I.3. update lecture notes through an interface of relevant research findings and new knowledge.

Documents attached:

- MEMORANDUM ORDER NO.



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES  
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Republic of the Philippines  
POLYTECHNIC UNIVERSITY OF THE PHILIPPINES  
Office of the Vice-President for Academic Affairs

To: C persons & Lab Head Nov 5, 2018

For Information and Appropriate Action.  
Re: VPAA Memo on Alternative Classroom Experience  
Thanks & God Bless.

*Dr.*  
Dr. Remedios G. Ado  
OIC-DEAN 11-5-18

**MEMORANDUM ORDER  
NO. 15, SERIES OF 2018**

TO : ALL DEANS AND DIRECTORS  
PROGRAM CHAIRS AND ACADEMIC HEADS  
ACADEMIC DEAN, DEAN OF COLLEGE OF ENGINEERING, DEAN OF COLLEGE OF BUSINESS EXECUTIVE DIRECTOR AND IOD DIRECTOR

FROM : *Manuel M. Muhi*  
VPAA MANUEL M. MUHI

SUBJECT : EXPLORES ALTERNATIVE CLASSROOM LEARNING EXPERIENCE

DATE : OCTOBER 30, 2018

As an additional facet of 21<sup>st</sup> Century Teaching and Learning, alternative classroom learning experience provides opportunities for students to thrive even in a non-traditional classroom set up. Therefore, all colleges are required to conceptualize an alternative lecture series during their college week or foundation day.

Let us afford our students a reimagined classroom experience through this mode of teaching/learning.

For compliance.

2nd Floor, South Wing, A. Mabini Campus, Anonas Street, Sta. Mesa, Manila  
Tel.Nos. 713-3532; 335-1718 local 206; 722  
Website: www.pup.edu.ph

"THE COUNTRY'S 1<sup>st</sup> POLYTECHNIC"



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Office of the Vice-President for Academic Affairs

MEMORANDUM ORDER  
NO. 14, SERIES OF 2018

TO : ALL DEANS AND DIRECTORS  
PROGRAM CHAIRS AND ACADEMIC HEADS  
SCHOOL EXECUTIVE DIRECTOR AND IOD DIRECTOR

FROM : VPAA MANUEL M. MUHI

SUBJECT : DYNAMIC LEARNING/TEAM TEACHING METHOD

DATE : OCTOBER 30, 2018

Academic units are encouraged to include activities inspired by **Dynamic Learning/Team Teaching Methods** with invited special lecturers or professorial chairholders. This is to maximize the benefits of such venture to our students.

Under team teaching, faculty members may arrange for professorial chairholder/special lecturer to have class/es (for one full day, or for a few hours for several days) on topics covered by the syllabus. While this activity will allow students to experience learning from a new perspective, the faculty member assigned in the subject will still have control over summative assessments and grading.

Let us explore this possibility for our students to fully experience 21<sup>st</sup> century learning.

PUP OPEN UNIVERSITY SYSTEM  
INSTITUTE OF NTSP/ETEEAP

Received by: *[Signature]*  
Date: 11/3/18

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 Office of the Vice-President for Academic Affairs

To: *Nov 5, 2018*  
 rpersons & Lab Head

For Information and Appropriate Action.  
 Re: VPAA Memo # 11  
Visiting Prof Program  
 Thanks & God Bless.

*gk*  
 Dr. Remedios G. Ado *12/5/18*  
 OIC-DEAN

**MEMORANDUM ORDER  
 NO. 11, SERIES OF 2018**

**TO :** ALL DEANS AND BRANCH/CAMPUS DIRECTORS  
 PROGRAM CHAIRS AND ACADEMIC HEADS  
 DEAN OF COLLEGE OF ENGINEERING  
 DEAN OF COLLEGE OF BUSINESS EXECUTIVE DIRECTOR AND IOD DIRECTOR

**FROM :** VPAA MANUEL M. MUHI

**SUBJECT :** VISITING PROFESSOR PROGRAM

**DATE :** OCTOBER 30, 2018

Since there is now an approved Guidelines on Visiting Professors, all academic units must take the opportunity of inviting professors (both local and international) in pursuit of establishing collaborative works and conducting learning exchange to boost the capabilities of your units.

To ensure that every college will take advantage of this, starting 2019, organizing of professorial visits shall be included in the targets of academic delivery units in the Office Performance Commitment Review (OPCR). You are encouraged to make plans this early in order to meet your future target.

For compliance.

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 Office of the Vice-President for Academic Affairs

**MEMORANDUM ORDER**  
 No. 4 , Series of 2018

TO : DEANS  
 CHAIRPERSONS  
 CHIEF EXECUTIVE DIRECTOR

FROM : VPAA MANUEL M. MUHI

SUBJECT : REQUIRED ACTIVITIES

DATE : MARCH 13, 2018

Please be reminded of the following activities that all colleges are required to conduct:

- Research and Extension Services

All colleges are required to conduct atleast two (2) research activities and two (2) extension services per school year. The Extension Management Office is still accepting proposals for funding of these said activities. Submission should be made on or before March 31, 2018.

- Teaching-Learning Commons

All colleges are required to offer trainings and workshops to faculty members including those from branches and campuses. The College of Computer and Information Sciences (CCIS) is the first to organize this activity last year, while the College of Education will spearhead a seminar this coming April 18-20, 2018. Budget for this activity will be taken from the Faculty Development Fund of the participants' respective colleges.

- Student Seminar

Seminars, specifically for students, should be conducted regularly to aid with the current issues and trends related to their field of discipline.

For your usual cooperation.

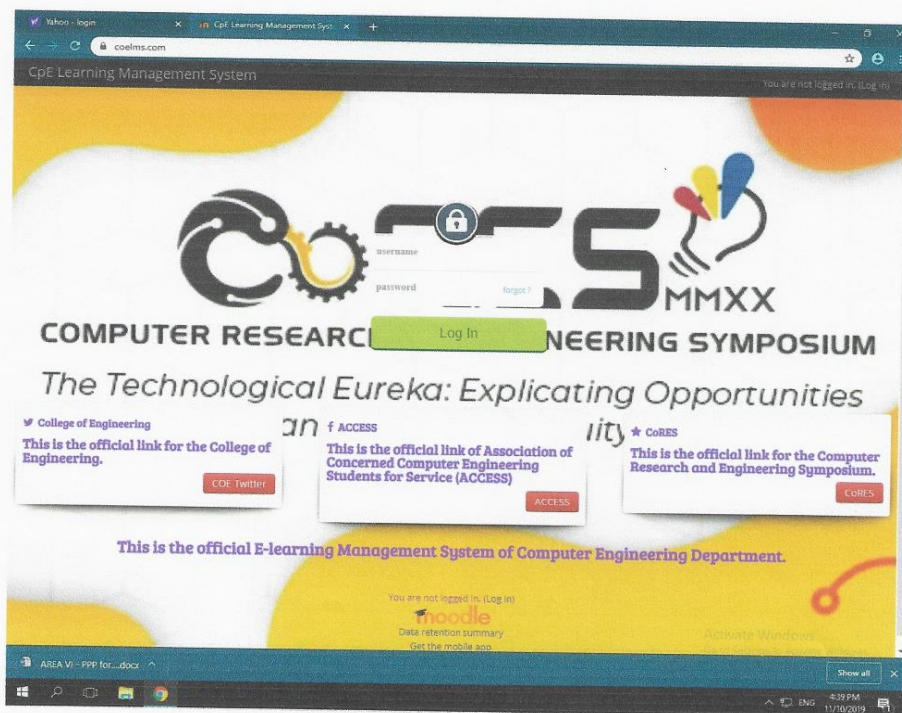
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Computer Engineering Learning Management System (coelms.com) is a portal where faculty and students have their time and pace to share ideas, upload and download lectures, online submission of requirements and examination





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