



BOARD RESOLUTION NO. 5

Series of 2025

**A RESOLUTION ESTABLISHING AND APPROVING GUIDELINES FOR
DEPARTMENTAL COORDINATION, REPRESENTATION AND ENGAGEMENT
UNDER THE QUEZON CITY UNIVERSITY-SUPREME STUDENT COUNCIL**

WHEREAS, the Quezon City University - Supreme Student Council (QCU-SSC) recognizes the need to update and standardize the guidelines of each department to ensure clear roles, responsibilities, and procedures;

WHEREAS, updated departmental guidelines shall strengthen coordination, accountability, and efficiency in the implementation of the programs, projects, and activities of the Quezon City University - Supreme Student Council;

WHEREAS, the guidelines shall be developed and reviewed in consultation with the Councilors, Deputy Head and officers to ensure that they are relevant to the current structure, functions, and needs of the Council;

WHEREAS, the updated guidelines shall serve as a common reference for all concerned officers and shall be subject to periodic review and necessary revisions;

NOW, THEREFORE BE IT PROPOSED, that the Quezon City University - Supreme Student Council hereby approves the updating and implementation of the Guidelines and Procedures per Department;

PROPOSED FURTHER, that each department shall implement its respective guidelines in accordance with the approved functions, responsibilities, and procedures of the Supreme Student Council;

PROPOSED FURTHER, that all concerned officers shall be oriented on the updated guidelines and shall ensure proper compliance and implementation;

PROPOSED FINALLY, that this Proposal shall take effect upon approval by the majority of the members of the Supreme Student Council and, when necessary, upon endorsement or approval of the appropriate university office.

WITNESS OUR HANDS this 25th day of October, 2025, Quezon City, Philippines.

PROPOSED FINALLY, that this Resolution shall take effect immediately upon its approval by the appropriate authorities of Quezon City University.

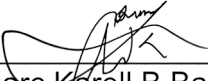
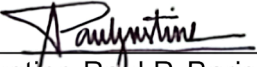
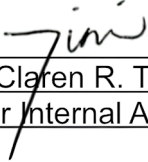
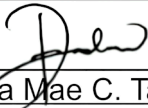
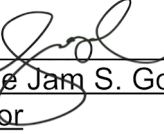
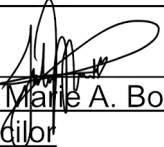


QUEZON CITY UNIVERSITY
SUPREME STUDENT COUNCIL

673 Quirino Highway, San Bartolome, Novaliches, Quezon City



BOARD ACTION:

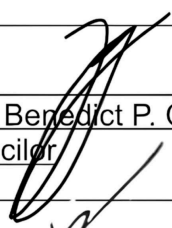
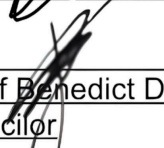
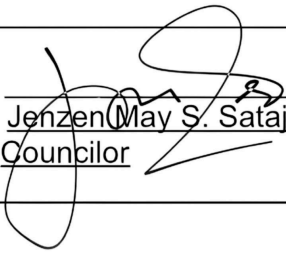
Signature: 
Name: <u>Marc Karell B. Baculi</u>
Position: <u>President</u>
Signature: 
Name: <u>Justine Paul P. Baris</u>
Position: <u>VP for Operations</u>
Signature: 
Name: <u>Kris Claren R. Tinio</u>
Position: <u>VP for Internal Affairs</u>
Signature: 
Name: <u>Jhan Mark S. Costillas</u>
Position: <u>VP for Internal Affairs</u>
Signature: 
Name: <u>Aira Mae B. Maiso</u>
Position: <u>Executive Secretary</u>
Signature: 
Name: <u>Juliana Mae C. Taculao</u>
Position: <u>Treasurer</u>
Signature: 
Name: <u>Arielle Jam S. Gonzales</u>
Position: <u>Auditor</u>
Signature: 
Name: <u>Micaella B. Bibano</u>
Position: <u>Councilor</u>
Signature: 
Name: <u>Julia Marie A. Bonaobra</u>
Position: <u>Councilor</u>



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Signature:	
Name:	<u>Cholo R. Buenaventura</u>
Position:	<u>Councilor</u>
Signature:	
Name:	<u>Paul Benedict P. Camacho</u>
Position:	<u>Councilor</u>
Signature:	
Name:	<u>Jozef Benedict D. Jacob</u>
Position:	<u>Councilor</u>
Signature:	
Name:	<u>Dave R. Salavante</u>
Position:	<u>Councilor</u>
Signature:	
Name:	<u>Jenzen May S. Satajo</u>
Position:	<u>Councilor</u>