



**OVCA FORM 142: OUTLINE OF INTENDED ACTIVITIES**

Semester/Term: \_\_\_\_\_ School Year: \_\_\_\_\_  
 College Department: \_\_\_\_\_  
 Program: \_\_\_\_\_  
 Course/Subject: \_\_\_\_\_  
 Year and Section: \_\_\_\_\_

Week/Date	Time and No. of Hours	Topic/Activities	Faculty In-charge

Prepared: \_\_\_\_\_  
 \_\_\_\_\_  
 Faculty In-charge

Endorsed: \_\_\_\_\_  
 \_\_\_\_\_  
 Chair

Recommended: \_\_\_\_\_  
 \_\_\_\_\_  
 Program Director

Approved: \_\_\_\_\_  
 \_\_\_\_\_  
 Dean/Director

cc: Finance and Controllership Dept., Payroll Unit, AQM, File

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