



**VISAYAS**  
STATE UNIVERSITY


OFFICE OF THE  
**PRESIDENT**



**MEMORANDUM NO. 1068**  
Series of 2025

**TO: Dr. Cecille Marie O. Quinones**

**RE: Designation as Director, Biodiversity Research Center**



**FROM: DR. PROSE IVY G. YEPES**  
University President

**DATE: August 7, 2025**

In the interest of government service and by virtue of the authority vested in me by the VSU Board of Regents, and as per recommendation by the Vice President for Research, Extension and Innovation, you are hereby designated as **Director, Biodiversity Research Center**. As such, you will perform the following duties and responsibilities in addition to your regular functions:

1. Exercise the general supervision and coordination of all the programs, and activities of the various divisions and units under the Biodiversity Center;
2. Plans programs for RDEI activities which are geared towards the growth and development of the center and University;
3. Review periodically the Mission and Vision of the Center concerning the specific goals and objectives of the University;
4. Direct the implementation of RDEI programs of the center;
5. Coordinate, monitor, and appraise the performance of the various RDEI units of the center;
6. Plan, promote and carry out close working relations with appropriate government agencies, non-government organizations, people's organizations, international collaborators;
7. Represent the center for fund sourcing and establish linkages with private, government, and international funding agencies for possible research grants and programs/projects;
8. Recommend the recruitment and hiring of the needed personnel of the center and prescribe their duties and responsibilities;
9. Conduct quarterly inventory of resources, on-going and completed researches, and technologies generated for the development of the center, the University and service areas;
10. Direct and supervise technology generation, technology and knowledge transfer, and conservation and utilization of biodiversity;
11. Promote dynamic strong linkages with other institutions, GOs, LGUs, NGOs and potential international partners; and
12. Perform related functions as may be directed by the Office of the President.

**OFFICE OF THE PRESIDENT**

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As Director, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

This designation will take effect **immediately until December 31, 2025** or unless sooner revoked.

Please be guided accordingly.

**Vision:** A global green university providing progressive leadership in agriculture, science & technology, education and allied fields for societal transformation.

**Mission:** To produce graduates equipped with advanced knowledge and lifelong learning skills with ethical standards through high quality instruction, innovative research, and impactful community engagements.