



VISAYAS
STATE UNIVERSITY

**OFFICE OF THE
PRESIDENT**




Management
System
ISO 9001:2015
www.tuv.com
ID: 9108658749

MEMORANDUM CIRCULAR NO. 271
Series of 2024

TO: All Concerned VSU faculty and administrative staff

RE: Participation on the Biennial General Assembly and Seminar-Writershop in Thesis and Dissertation

FROM:  DR. PROSE IVY G. YEPES
University President

DATE: November 29, 2024

This is to inform you that the CHED Scholarships for Graduate Studies-Local Scholars' Association (CHED SGS-LSA), Inc. will be holding a **Biennial General Assembly and Seminar-Writershop in Thesis and Dissertation** on December 5-6, 2024, at Balay ni Tatay Resort in Babatngon, Leyte. In this regard the association through its President, Dr. Rufo A. Labarrete, seek assistance in the registration of the faculty members who are interested to participate. Please register and complete your payment of registration through the link below:

<https://forms.gle/iS9L3fv9P796TTsr5>

Attached is the CHED-RO8 Advisory and Programme of Activities for your reference.

Interested CHED scholars on study leave status shall participate on their personal capacity.

OFFICE OF THE PRESIDENT

2/F Administration Building, Visayas State University
PQWW+RJM, Baybay City, Leyte, Philippines 6521
Email: op@vsu.edu.ph | Website: www.vsu.edu.ph
Phone: +63 53 565 0600 Local 1000



Page 1 of 1
FM-OOP-02
V05 06-06-2024
No. 24-271



COMMISSION ON HIGHER EDUCATION
REGIONAL OFFICE VIII



ADVISORY

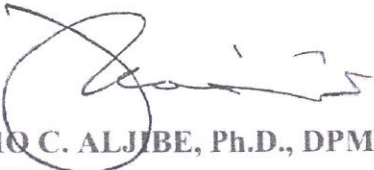
This is in reference to the letter dated 08 October 2024, from Dr. Rufo A. Labarrete, President of the CHED Scholarships for Graduate Studies – Local Scholars' Association (CHED SGS-LSA), Inc., concerning the **Biennial General Assembly for faculty members from State Universities and Colleges (SUCs) in Region 8**. The assembly will involve faculty members who have either completed or are currently enrolled in master's or doctorate programs under a CHED scholarship grant.

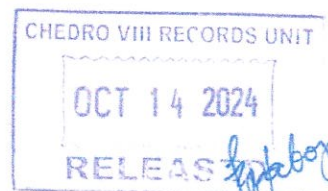
The purpose of this assembly is to elect new officers who will serve for two years and to conduct a seminar-workshop themed *Empowering CHED Scholars: Adapting to Contemporary Trends in Thesis and Dissertation Writing*. This event is scheduled to take place from **December 5-6, 2024, at Balay ni Tatay Resort in Babatngon, Leyte**.

In line with this, the office hereby informs all SUCs in Region 8 of the event and requests SUC Presidents to permit faculty members who have benefited from or are currently benefiting from a CHED scholarship for their master's or doctorate degrees to attend. It is also requested that each institution provide funding for the participation of these scholars, and issue special orders and travel orders for the participants, as well as for incumbent CHED SGS-LSA, Inc. members who will serve as organizers and resource persons.

For any queries or concerns, please contact Dr. Rufo A. Labarrete through r8ched.sgs.lsa@gmail.com or at rufo.labarrete@lnu.edu.ph.

Dissemination of this advisory to the concerned offices is enjoined.


MAXIMO C. ALJIBE, Ph.D., DPM, CESO III
Director IV





PROGRAMME OF ACTIVITIES

CHED Scholarships for Graduate Studies-Local
Scholars' Association
(CHED SGS-LSA), Inc.

Biennial General Assembly and

Seminar-Writeshop in Thesis and Dissertation Writing

Theme: Empowering CHED Scholars: Adapting to Contemporary Trends in
Thesis
and Dissertation Writing

December 5-6, 2024

Balay ni Tatay Resort in Babatngon, Leyte

Day 1: Schedule of Activities

6:00 – 8:00	Arrival of Participants Continuation of Registration Distribution of Kits	SGS-LSA Inc. Officers and Members of the Technical Working Committees
8:00-8:15	Doxology National Anthem ASEAN Hymn	
8:15-8:25		Dr. Maximo C. Aljibe Director IV - CHED Regional Office 8
8:25-8:35	Message of Support	
	Welcome Message	Dr. Leo D. Camposano Adviser- CHED SGS-LSA Inc.
8:35-8:45	Official Opening Rationale and Recognition of Participants and TWC Members	Dr. Rufo A. Labarrete President- CHED SGS-LSA Inc.
8:45-9:00	ENERGIZER	ALL SCHOLARS
9:00-9:15	Snacks	
9:15- 9:20	Introduction of Resource Persons	CHED SGS-LSA Inc. Member- Scholar (UEP)
9:20-10:20	Leveraging GAI as a Research Tool	Dr. Teody Lester V. Panela Prof. Cristobal A. Rabuya, Jr.
10:20-11:20	Contemporary Trends in Writing Literature Review	Maria Lucil H. Dollado Anavil Lou B. Tulin
11:20 – 11:30	Open Forum	
11:40- 12:00	Awarding of Certificate of Appreciation	Dr. Leo D. Camposano and CHED SGS-LSA Inc. Officers
12:00-1:00	Lunch Break	
1:00-1:10	Introduction of Resource Persons	CHED SGS-LSA Inc. Member- Scholar (VSU)
1:10-4:00	Exploring and Utilizing DATAtab Software as Tool for Analyzing Quantitative Data Sets	Engr. Paul Mathew S. Bontor Information Officer – BIPSU

4:00-5:00	<ul style="list-style-type: none"> Ethical Considerations in Thesis and Dissertation Writing 	Dr. Rufo A. Labarrete
	<ul style="list-style-type: none"> Preparation and Filling-up of World Health Organization Prescribed Informed Consent 	Dr. Maricris M. Loso
	<ul style="list-style-type: none"> Preparation and Filling-up of World Health Organization Prescribed Assent Forms 	Prof. Mariano D. Gillo
5:00-5:15	Awarding of Certificate of Appreciation	Dr. Leo D. Camposano and CHED SGS-LSA Inc. Officers
5:15- 8:00	Election of NEW Set of Officers and SCHOLARS' NIGHT and Dinner	Dr. Teody Lester V. Panela and CHED SGS-LSA Inc. Officers

Day 2: Schedule of Activities

6:00 – 8:00	Arrival of Participants Continuation of Registration Distribution of Kits	
8:00-8:15	Doxology National Anthem ASEAN Hymn	
8:15-8:20	Introduction of the Resource Persons	CHED SGS-LSA Inc. Member- Scholar (BIPSU)
8:20-11:50	Statistical Data: Treatment and Reporting	Dr. Enriqueta D. Reston Full-Professor – University of San Carlos One of the Top 40 Scientists for Mathematics and Science Education in the Philippines Based on the AD Scientific Index
11:50-12:00	Open Forum and Working Lunch	
1:00- 3:00	Research Instrument Development <ul style="list-style-type: none"> Survey Questionnaire Likert Scale Interview Guide Validation of Research Instruments <ul style="list-style-type: none"> Survey Questionnaire Likert Scale Interview Guide 	Dr. Fabian P. Peñeda Dr. Maria Lourdes G. Tan
3:00- 5:30	Mixed Method as Research Design	Dr. Jonas P. Villas Executive Director- Research and Innovation LNU
4:45-5:00	Open Forum	
5:00-5:15	Awarding of Certificate of Appreciation	Dr. Rufo A. Labarrete President- CHED SGS-LSA Inc.
5:15-5:20	Closing Message	Dr. Maria Lourdes G. Tan Vice President- CHED SGS-LSA Inc.
5:20-5:30	Induction of New Set of Officers	Dr. Leo D. Camposano Adviser- CHED SGS-LSA Inc.

CHED Scholar from SSU
Master of Ceremony

This activity is composed of working committees to take charge of the following responsibilities:

Committees	Members	Tasks	Deliverables
Executive	Dr. Leo O. Camposano Dr. Rufo A. Labarrete Authorized representatives from CHED Regional Office 8	<ul style="list-style-type: none"> Serve as consultants for all committees 	<ul style="list-style-type: none"> Successful conduct of the seminar-writershop activity
Steering	Dr. Leo O. Camposano Dr. Rufo A. Labarrete Authorized representatives from CHED Regional Office 8	<ul style="list-style-type: none"> Distribute the special and travel orders Coordinate with the resource persons Coordinate with CHED-RO 8 and SUCs Oversee all activities 	<ul style="list-style-type: none"> Activity List of Committees Flow of Activities
Activity Proposal Writing and Invitation of Resource Persons	Dr. Rufo A. Labarrete	<ul style="list-style-type: none"> Design, print and seek the approval of the Activity Proposal of CHED-RO 8 Invite resource persons 	<ul style="list-style-type: none"> Approved Activity Proposal
Activity Program	Dr. Maria Lourdes G. Tan	<ul style="list-style-type: none"> Design and print the activity program 	<ul style="list-style-type: none"> Printed Activity Program
Activity Facilitator	Dr. Rufo A. Labarrete and all incumbent CHED SGS-LSA, Inc. Officers	<ul style="list-style-type: none"> Serve as master of ceremonies Facilitate the flow of the launching 	<ul style="list-style-type: none"> Smooth flow of the launching activity
Secretariat/ Registration of New Members	Dr. Maria Lucil H. Dollado Prof. Cristobal A. Rabuya Dr. Anavil Lou B. Tulin	<ul style="list-style-type: none"> Prepare, print, and distribute the: <ul style="list-style-type: none"> Programs Attendance sheets Register new members 	<ul style="list-style-type: none"> Programs Certificates All documents needed for JC-DBM and CHED
Reports	Dr. Teody Lester V. Panela	<ul style="list-style-type: none"> Write the activity report 	<ul style="list-style-type: none"> Activity Report
Food	Dr. Rufo A. Labarrete Dr. Maria Lourdes G. Tan Dr. Teody Lester V. Panela Dr. Maria Lucil H. Dollado Prof. Cristobal A. Rabuya Dr. Anavil Lou B. Tulin	<ul style="list-style-type: none"> Plan, purchase, and distribute the food for the: <ul style="list-style-type: none"> Snacks and lunch for guests, participants, and committee members. 	<ul style="list-style-type: none"> Snacks and Lunch
Tokens and Certificates	Dr. Teody Lester V. Panela Dr. Anavil Lou B. Tulin	<ul style="list-style-type: none"> Prepare a token, plaque for the school, Certificate of Completion for the teachers, and Certificate of Recognition for the Principal and Coordinators 	<ul style="list-style-type: none"> Token Plaque Certificates
Documentation	Dr. Maria Lucil H. Dollado	<ul style="list-style-type: none"> Take Photos and Videos during the activity proceedings 	<ul style="list-style-type: none"> Photos and Videos
Election	Dr. Teody Lester V. Panela	<ul style="list-style-type: none"> Spearhead the election of the new sets of Officers 	<ul style="list-style-type: none"> Announce the new set of Officers
Technical Working Committees	Prof. Arjay Enciso Prof. Mariano D. Gillo Prof. Joie Manadong Prof. Nelson Manadong Prof. Jessica Alalid Dr. Vilma P. Gayrama Prof. Claire Therese S. Bontor Prof. Rene Sedillo Prof. Dulce Caidoy Prof. Gillian Mae G. Villaflores Prof. Leonard M. Arado ALL CHED SCHOLARS of the participating SUCs	<ul style="list-style-type: none"> Assist in the conduct of the activities during the 2-day event 	