



9 October 2018

**MEMORANDUM NO. 353**  
Series of 2018

**T O: All Concerned**

**R E: Composition of the Different Graduate School Committees**

As recommended by the Graduate School Dean, you are hereby requested to constitute the following Graduate School Committees effective immediately unless sooner revoked or terminated by higher authorities:

**1. Graduate School Policy and Guidelines Committee**

Dr. Anabella B. Tulin	- Chairperson
Dr. Victor B. Asio	- Member
Dr. Candelario L. Calibo	- Member
Prof. Jesusito L. Lim	- Member
Dr. Fe M. Gabunada	- Member

- Review the Graduate School Code and make proposals for revisions/amendments, when necessary for discussion by the Graduate School Council;
- Prepare Yearly Schedule of Deadlines of Graduating Graduate Students in the submission of thesis/dissertation outlines/manuscripts, taking of comprehensive examination, filing of application for final examination (oral defense), taking final examination (oral defense), and public presentation of dissertation for deliberation and approval by the Graduate School Council; and
- Propose needed policies and guidelines governing the administration of graduate programs and operation of the Graduate School for discussion by the Graduate School Council.

**2. Dissertation Outline Review Committee**

Dr. Anabella B. Tulin	- Chairperson
Dr. Beatriz S. Belonias	- Member
Dr. Victor B. Asio	- Member
Dr. Candelario L. Calibo	- Member
Dr. Aleli A. Villocino	- Member
Dr. Antonio P. Abamo	- Member
Dr. Norberto E. Milla	- Member – Statistician

- Attend during the presentation of dissertation outline, make comments/suggestions to ensure quality research of doctoral students.



**3. Science and Humanities Journal Editors**

- Editor-in-Chief Dr. Anabella B. Tulin
- Associate Editors Dr. Rotacio S. Gravoso  
Dr. Fe M. Gabunada  
Dr. Lucia M. Borines  
Dr. Ivy C. Emnace  
Dr. Suzette B. Lina  
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- Managing Editor Ms. Jedess Miladel N. Nuñez
- Editorial Board Dr. Lemuel D. Diamante  
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Dr. Deejay S. Maranguit
- Language Editor Dr. Annie P. Gravoso
- Editorial Assistant Ms. Rhea Jenny A. Ogalesco
- Consultant Dr. Edgardo E. Tulin

**4. Information, Education and Communication Materials (GradNewsline, Graduate Student Handbook, etc.) Editorial Staff**

- Editor-in-Chief Dr. Anabella B. Tulin
- Writer and Layout Artist Ms. Rhea Jenny A. Ogalesco
- Editorial Consultant Dr. Beatriz S. Belonias

**5. Format and Style of Graduate Thesis/Dissertation Manuscript Committee**

- Dr. Anabella B. Tulin Chairperson
- Dr. Rotacio S. Gravoso Member
- Dr. Romel B. Armecin Member
- Dr. Beatriz S. Belonias Member
- Dr. Fe M. Gabunada Member
- Review the existing Format and Style of Graduate Thesis/Dissertation Manuscript, make revisions when necessary to come up with a comprehensive and acceptable format and style.

Please be guided accordingly.

  
EDGARDO E. TULIN  
President