



22 June 2020

MEMORANDUM NO. 117
Series of 2020

T O: Dr. Othello B. Capuno

R E: Designation as Vice President for Research, Extension and Innovation

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Vice President for Research, Extension and Innovation effective July 1, 2020 until December 31, 2020 or unless sooner revoked or terminated by higher authorities.

Your office is tasked to do the following:

1. Lead in planning, coordinating and monitoring Research, Extension and Innovation activities of the university;
2. Provide assistance to the University President in the coordination of the activities of the different research centers of the University including those that will be established in the External Campuses;
3. Supervise and coordinate the University's RD&E program planning including monitoring and evaluation and impact assessment;
4. Provide effective liaison between the research units of the University and the Administration as it relates to planning, implementation, review and evaluation of the RD&E thrusts, programs and activities at all levels and in all colleges/units in the main and external campuses;
5. Lead in the translation of research technologies and information into commercialized products and services;
6. Translate research results into policy recommendation;
7. Craft policies towards increasing publication performance of the university;
8. Develop plans to position the university as a regional inclusive innovation center;

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

Please be guided accordingly.

EDGARDO E. TULIN
President

cc:	OVPI	Cash	OUS	Deans
	OVPAF	Registrar	IASO	Directors
	OVPPRGEA	ODF/Budget	Accounting	File
	OVPRE	ODAHRD/PRPEO	COA	