

## Visayas State University

Visca, Baybay City, Leyte 6521-A
Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601 website: <u>www.vsu.edu.ph</u>

## Office of the President

30 May 2014

MEMORANDUM NO. 191

Series of 2014

T O: Dr. Gloria R. Pelayo

R E: Designation as Head, Office of Academic Services, VSU-Villaba Campus

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated Head, Office of Academic Services, VSU-Villaba Campus effective June 1, 2014 until May 31, 2015 or unless sooner revoked or terminated by higher authorities.

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

Please be guided accordingly.

cc:

Dr. Felipe Q. Albeos

JOSE L. BACUSMO

VSU-Villaba Campus

OVPI

President

**OVPAF** 

**OVPPRG** 

OVPRE

OUS

ODAHRD/PRPEO

ODF/Budget

COA

Accounting

Cash

Registrar

Records

File