



MEMORANDUM NO. 450
Series of 2024

TO: All Faculty Members

RE: Review of Guidelines on Selling Books and other Scholarly Outputs


FROM: DR. PROSE IVY. G YEPES
University President

DATE: May 22, 2024

In our continuous effort to uphold academic integrity and ensure compliance with institutional and regulatory standards, all faculty members are required to revisit and review the guidelines regarding the selling of books and other scholarly outputs.

Furthermore, the undersigned would like to emphasize the adherence to CHED Memorandum Order No. 20, Series of 2013 that outlines the ethical standards and guidelines for faculty members in higher education institutions, including the management and dissemination of scholarly works and Republic Act No. 8293 (Intellectual Property Code of the Philippines) that governs the protection and commercialization of intellectual property, ensuring that all scholarly outputs and technologies are managed in accordance with national standards.

To ensure full compliance, all faculty members are requested to seek prior approval from the appropriate university offices before engaging in the sale of books and other scholarly materials, and ensure that all commercial activities related to scholarly outputs do not conflict with your academic responsibilities and the university's interests.

For your information and usual support.

cc: File
Department Heads
College Deans
Chancellors
VPAA
VPPRGAS
VPAF
VPREI