



24 February 2022

**MEMORANDUM NO. 243**  
Series of 2022

**T O: Prof. Elsie E. Salamat**

**R E: Designation as Head Alumni and Community Relations**

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head of the Alumni and Community Relations effective immediately until December 31, 2022 or unless sooner revoked or terminated by higher authorities.

As Head, you are directed to:

1. Strengthen the collaboration of the alumni association and VSU to enhance implementation of development programs of the university
2. Develop and implement programs that benefit the alumni and the alumni association through social events, and professional seminars that provides updates on science, technology and volunteerism

Moreover, 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:	OVPA	Registrar
	OVPAF	Deans
	OVPREI	Directors
	OVPSAS	Records
	OVPPRGAS	File
	OUS	
	ODHRM/RSPPRO	
	ODF/Budget	
	OHIA	
	Accounting	
	Cash	
	COA	
	Alumni	