



**VISAYAS**  
STATE UNIVERSITY

OFFICE OF THE  
**PRESIDENT**



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**MEMORANDUM NO. 1007**

Series of 2024

TO: **Dr. Ivy C. Emnace**

RE: **Designation as Director for Research**

FROM: **DR. PROSE IVY. G YEPES**  
University President

DATE: **December 27, 2024**

In the interest of government service and by virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as **Director for Research**. As such, you will perform the following duties and responsibilities in addition to your regular functions:

1. Coordinate research activities of the University, including component colleges;
2. Prioritize micro-level research activities congruent to national priority areas;
3. Review faculty and staff research proposals and recommend funding to the VP for REI;
4. Coordinate and regulate research workloads of faculty/staff members;
5. Recommend research outputs for publication in the VSU's peer reviewed scientific journal;
6. Endorse appropriation of incentives for outstanding research activities.

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

This designation will take effect on **January 2, 2025 until December 31, 2025** or unless sooner revoked.

Please be guided accordingly.

cc:	OVPAA	OVPREI	HRMO/RSPPRO	OUS	IAS	Records
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	OVPARGAS	Cash	ODF/Budget	COA	Directors	

**OFFICE OF THE PRESIDENT**

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