

VISAYAS STATE UNIVERSITY

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Office of the President

27 December 2007

MEMORANDUM NO. 288 Series of 2007

T O: Prof. Thelma C. Zafra

R E: Designation as Head, Culture and Arts Center

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated Head, Culture and Arts Center effective January 1, 2008 to December 31, 2009 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.

JOSE L. BACUSMO

President

CC:

OVARG

OVPAA

OVPAF

OVPRE

OUS Deans

Directors

CAC

HRMDO

ODF/Budget

ODA

COA

Accounting

Records

File