



Visayas State University

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Office of the President

13 October 2014

MEMORANDUM NO. 235

Series of 2014

TO : Dr. Edgardo E. Tulin – VP for Instruction *Ed Tulin*
VP for Planning and Resource Generation
Dr. Roberto C. Guarte – VP for Administration and Finance
Dr. Othello B. Capuno – VP for Research and Extension *10/13*

RE : Submission of report

In connection with the 3rd Quarter VSU's Board of Regents meeting to be held on Oct. 21, 2014 at Cebu City, you are requested to submit accomplishment report on or before Oct. 15, 2014 of your respective offices under your management for the months of July – September 2014.

Please be guided of the following CHED's suggested agenda to be reported during the President's Report:

- Accomplishments based on plans and targets
- Important development/events in the SUC related to BOR/BOT approved programs and projects
- Scholarships, OJT local and abroad
- Enrollment in E-tax payment, other related transactions with the authorized depository bank
- MOUs
- Contractual/JO appointments subject to compliance with DBM, CSC rules and regulations
- Appointments of personnel with salary grade lower than 18 subject to DBM, CSC rules and regulations
- Capital outlay projects, purchase of equipment, supplies and materials; other contracts earlier authorized by the BOR/BOT subject to compliance with relevant laws, rules and regulations, specifically COA Circular 2009-001, R.A. 9184 and its IRR
- Graduates/candidates with Honors (provided the President has been authorized by the Board to approve the list of graduating students through a resolution in compliance with set requirements)
- Conduct of seminars, workshops, commencement, other routine matters

For your compliance and support.

JOSE L. BACUSMO
President

PROPOSED OUTLINE OF AGENDA**I. Preliminary****G. President's Report**

Important: FOR INFORMATION to be included in the president's report:

- Accomplishments based on plans and targets
- Important development/events in the SUC related to BOR/BOT approved programs and projects
- Scholarships, OJT local and abroad
- Enrollment in E-tax payment, other related transactions with the authorized depository bank
- MOUs

PROPOSED OUTLINE OF AGENDA

For inclusion in the president's report, cont.:

- Contractual/JO appointments subject to compliance with DBM, CSC rules and regulations
- Appointments of personnel with salary grade lower than 18 subject to DBM, CSC rules and regulations
- Capital outlay projects, purchase of equipment, supplies and materials; other contracts earlier authorized by the BOR/BOT subject to compliance with relevant laws, rules and regulations, specifically COA Circular 2009-001, R.A. 9184 and its IRR

Note: Provided that the above items were approved by the Board.

PROPOSED OUTLINE OF AGENDA

For inclusion in president's report, cont.:

- Graduates/candidates with Honors (provided the President has been authorized by the Board to approve the list of graduating students through a resolution in compliance with set requirements)
- Conduct of seminars, workshops, commencement, other routine matters