



27 June 2022

MEMORANDUM NO. 571

Series of 2022

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| Dr. Jannet C. Bencure | - Chairperson, CET |
| Engr. Eldon P. De Padua | - Member, DABE |
| Engr. Gladys G. Doydora | - Member, DCE |
| Prof. Magdalene C. Unajan | - Member, DCST |
| Prof. Florentino F. Morales, Jr. | - Member, DGE |
| Engr. Jundy R. Castil | - Member, DME |
| Mr. Charlie S. Andan | - Member, DMet |
- R E:** **College Research, Extension, and Innovation (REI) Committee of the College of Engineering and Technology**

By virtue of the authority vested in me by the VSU Board of Regents and as recommended by the Dean, College of Engineering, you are hereby designated to constitute the College Research, Extension, and Innovation (REI) Committee of the College of Engineering and Technology effective immediately until December 31, 2022 or unless sooner revoked or terminated by higher authorities.

The committee shall perform the following:

1. Conduct regular meetings and submit minutes of meetings to the Office of the College Dean.
2. Review committee's performance and prepare updated plans and programs for implementation in the current year.
3. Document and update existing university policies and guidelines, national and international medium and long development plans, policies, legal, and statutory requirements related research and development.
4. Formulate policies, standards, and guidelines in the formulation and implementation of RDE activities of the college and the different departments in accordance with existing university RDE policies and guidelines.
5. Review and evaluate RDE proposals submitted by the different departments and discuss relevant issues.
6. Recommend and submit for approval by higher authorities RDE proposals that passed the evaluation of the committee for implementation by the different departments of the College.
7. Monitor the progress of the submitted proposal and implementation of approved RDE projects.
8. Perform other related functions as deemed necessary by the College Dean.

Please be guided accordingly.


EDGARDO E. TULIN
President

cc: OVPAA
CET
Records
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