



2 January 2024

**MEMORANDUM NO. 01**  
Series of 2024

**T O: Dr. Dennis P. Peque**

**R E: Designation as Vice President for Research, Extension and Innovation**

In view of the sabbatical leave of the incumbent and by virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Vice President for Research, Extension and Innovation effective immediately until a new President shall have been selected or unless sooner revoked or terminated by higher authorities.

You are tasked to do the following:

1. Lead in planning, coordinating and monitoring Research, Extension and Innovation activities of the university;
2. Provide assistance to the University President in the coordination of the activities of the different research centers of the University including those that will be established in the External Campuses;
3. Supervise and coordinate the University's RD&E program planning including monitoring and evaluation and impact assessment;
4. Provide effective liaison between the research units of the University and the Administration as it relates to planning, implementation, review and evaluation of the RD&E thrusts, programs and activities at all levels and in all colleges/units in the main and external campuses;
5. Lead in the translation of research technologies and information into commercialized products and services;
6. Translate research results into policy recommendation;
7. Craft policies towards increasing publication performance of the university;
8. Develop plans to position the university as a regional inclusive innovation center;

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

Please be guided accordingly.

  
**DANIEL LESLIE S. TAN**  
OIC President

cc: OVPAA  
OVPAF  
OVPPRGAS  
OVPREI  
OVPSAS  
OUS  
Deans  
Directors  
ODHRM/RSPPRO  
ODF/Budget  
Cash  
OHIA  
COA  
Accounting  
Registrar  
Records  
File

**Vision:** A globally competitive university for science, technology, and environmental conservation.  
**Mission:** Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.