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Office of the President

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MEMORANDUM NO. 228

Series of 2009

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|---------------------------|---------------|
| Dr. Oscar B. Posas | - Chairman |
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| Dr. Edwin A. Balbarino | - Member |
| Prof. Paciano T. Quirol | - Member |
| Ms. Teresita L. Quiñanola | - Secretary |
- R E:** **Special Committee for the Assessment of Faculty Workload of Academic Staff**

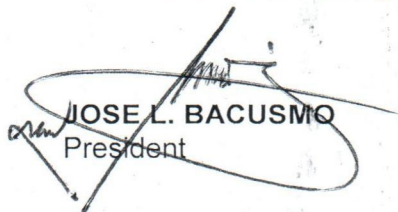
Please constitute yourselves into a Special Committee to make an assessment of the workload of all academic staff in line with the 76th UAdCO decision to create such a committee.

The Committee will have the following specific tasks:

1. *determine* the semester to semester workload of all academic staff in all departments/centers/units of the University including the External campuses;
2. *assess* the need of each department/center/unit for academic personnel;
3. *propose* ways by which existing regular plantilla-item academic staff can be given full academic load in accordance with existing policies on faculty workload.

The Committee is hereby directed to submit your recommendations to this Office not later than 15 November 2009.

For the information and guidance of all concerned.


JOSE L. BACUSMO
President