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Office of the President

23 July 2012

MEMORANDUM CIRCULAR NO. 43

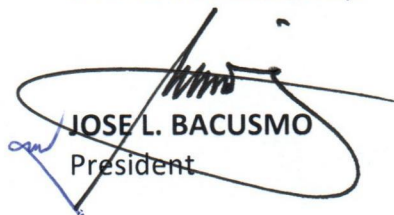
Series of 2012

**T O: Vice Presidents, College Deans, Department Heads
and Faculty Members**

R E: Preparation and Publication of Instructional Materials

It has come to the attention of this office that some of our academic departments are publishing instructional materials, including instructional modules and laboratory manuals, on their own and sell these to our students and other clientele. This practice constitutes violation of BOR Resolution No. 51, series of 2010.

This office wishes to reiterate that all activities related to instructional materials development should be consistent with the guidelines stipulated in the BOR Resolution No. 51, series of 2010. The Office of the Vice President for Instruction, Office of the Vice President for Planning and Resource Generation, Director for Administrative Affairs, Director for Income Generating Projects, and the NBC Evaluation Committee of VSU are hereby directed to ensure implementation of BOR Resolution No. 51, series of 2010 and this memorandum effective immediately.


JOSE L. BACUSMO
President

cc: OVPI
OVPPRG
ODAHRD
IGPO
Records
File