



4 December 2020

MEMORANDUM NO. 477
Series of 2020

T O: Dr. Aleli A. Villocino

**R E: Membership to the VSU Scholarship/Fellowship Awards Committee
- Academic Staff**

As recommended by the VP for Academic Affairs, you are hereby designated as Member of the VSU Scholarship/Fellowship Awards Committee – Academic Staff effective immediately until December 31, 2020 or unless sooner terminated or revoked by higher authorities.

The functions of the Committee are as follows:

1. To assist the Academic Personnel Board in formulating an effective staff development program based on the requirements and staffing patterns of the various academic units.
2. To schedule annual faculty development based on available university resources.
3. To review and improve existing policies, rules, standards, general guidelines and practices affecting the scholarship/fellowship program of the University.
4. To review applications of staff and or recommendations of departments/center heads for all short and long-term formal and non-formal trainings/scholarships, attendance to conferences, sabbatical assignments and other similar human resource interventions that require allocation of resources and/or official sanction by the University President and recommend action to the Office of the President.
5. To perform other functions related to scholarship/fellowship and other faculty development programs that may be assigned by the President.

Please be guided accordingly.


EDGARDO E. TULIN
President

cc: Dr. Beatriz S. Belonias
Dr. Othello B. Capuno
Dr. Moises Neil V. Serioño
Dr. Anabella B. Tulin
Dr. Victor B. Asio

Ms. Erlinda S. Esguerra
Ms. Tisha Marie L. Cortez
Mr. Bon Anthony F. Costillas
Ms. Jennifer E. Ando
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