



# Visayas State University

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## Office of the President

3 November 2014

MEMORANDUM NO. 241

Series of 2014

**T O: Dr. Victor B. Asio**

**R E: Designation as OIC, Vice President for Planning, Resource Generation and External Affairs (OVPPRGEA)**

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as OIC, Vice President for Planning, Resource Generation and External Affairs effective immediately until December 31, 2014 or unless sooner revoked or terminated by higher authorities.

Aside from being an OIC of OVPPRGEA, you are tasked to coordinate the International Affairs Office under the Office of the President with the following functions:

1. Promotes VSU's academic programs and research thrusts globally.
2. Coordinates international linkages of the university.
3. Coordinates the DOST Science Consortium.
4. Initiates/facilitates the establishment of academic and research collaborations with institutions abroad.
5. Facilitates the on-the-job trainings of VSU students abroad.
6. Facilitates the admission, enrollment, accommodation and VISA needs of foreign students at VSU.
7. Facilitates the visit of foreign academics and scientists to VSU as well as the official foreign travels of VSU faculty and staff.
8. Facilitates the conduct of research, practicum, thesis or field work by students from foreign universities at VSU.
9. Facilitates the conduct of thesis/dissertation by VSU graduate students in another institution abroad.

10. Monitors the international engagements of all units of the university.

As OIC Vice President, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.

**JOSE L. BACUSMO**  
President

cc: OVPI  
OVPAF  
OVPPRGEA  
OVPRE  
OUS  
Deans  
Directors  
ODF/Budget  
ODAHRD/PRPEO  
IASO  
Accounting  
COA  
Cash  
Registrar  
Records  
File