



14 September 2018

**MEMORANDUM NO. 330**

Series of 2018

**T O:** Dr. Beatriz S. Belonias - VP for Instruction  
Dr. Othello B. Capuno - VP for Research and Extension  
Dr. Antonio P. Abamo - Dean, CME  
Dr. Anabella B. Tulin - Dean, Graduate School  
Dr. Aleli A. Villocino - Dean, College of Education  
Dr. Dennis P. Peque - Dean, CFES  
Ms. Jesusa Magno - Dean, College of Nursing  
Dr. Roberto C. Guarte - Dean, College of Engineering  
Dr. Eugene B. Lañada - Dean, CVM  
Dr. Candelario L. Calibo - Dean, College of Arts and Sciences  
Dr. Victor B. Asio - Dean, CAFS  
Ms. Andreli D. Pardales - Chief Librarian/Secretary  
USSC President - Ex-Officio Member

**R E:** Reconstitution of the University Library Committee

With Dr. Beatriz S. Belonias as Chairperson and the rest as Members, you are hereby directed to constitute the Library Committee effective immediately until December 31, 2018 or unless sooner revoked or terminated by higher authorities.

The functions of the committee shall include:

1. Approving of book purchases, subscriptions and procurement of other library materials.
2. Formulate, review and recommend policies and procedures to improve library operation.
3. Act as an advisory body in matters concerning the operation and maintenance of the Library.

This Memorandum supersedes previous issuances on the same subject.

Please be guided accordingly.

**EDGARDO E. TULIN**  
President

cc: OVPI QAC Dr. L. J. Cuadra  
OVPAF Library Ms. R. Meneses  
OVPRE Records  
OVPPRGEA File  
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