

Office of the President

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RECORDS DIVISION

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2 August 2019

MEMORANDUM NO. 301
Series of 2019

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All Department Heads

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Orientation of Newly-Hired Regular and Part-time Faculty

Please be informed that there will be an **Orientation of Newly-Hired Regular and Part-time Faculty Members** on **August 8-9, 2019** at the **Convention Center**. Please allow your newlyhired faculty members to attend this two-day activity to keep them aware of the university's
existing policies, rules and regulations as well as their academic responsibilities.

Please submit the names of your newly-hired faculty who will attend to the Office of Director for Human Resource and Development c/o Ms. Jennifer E. Ando or Ms. Ma. Fe L. Gayanilo on or before August 7, 2018.

Please be guided accordingly.

EDGARDO E. TULII

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Vision: A globally competitive university of science and technology and environmental conservation.

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.