



01 April 2016

**MEMORANDUM NO. 97**

Series of 2016

<b>T O :</b>	<b>Prof. Daniel M. Tudit, Jr.</b>	<b>- Chairperson</b>
	<b>Prof. Argina M. Pomida</b>	<b>- Member</b>
	<b>Engr. Mario Lilio P. Valenzona</b>	<b>- Member</b>
	<b>Atty. Rysan C. Guinocor</b>	<b>- Member</b>
	<b>Prof. Jude B. Rola</b>	<b>- Member</b>
	<b>Engr. Jeffrey L. Cagande</b>	<b>- Member</b>
	<b>Engr. Celso F. Gumaod</b>	<b>- Member</b>
	<b>Ms. Honey Sofia V. Colis</b>	<b>- Member</b>
	<b>Ms. Graciana M. Espinosa</b>	<b>- Secretary</b>

**R E : Reconstitution of the VSU Housing Commission**

By virtue of the authority vested in me by the VSU Board of Regents, the VSU Housing Commission is hereby reconstituted with Prof. Daniel M. Tudit, Jr. as Chairperson effective April 1, 2016 until December 31, 2016 or unless sooner revoked or terminated by appropriate authorities.

As a Commission, your duties and responsibilities are the following:

1. Regularly review and improve existing policies, rules, standards, general guidelines and practices affecting housing assignment;
2. Evaluate all housing applications of staff and recommend actions to the President for approval;
3. Manage funds collected from rental and donations for housing;
4. Recommend housing plans and programs for VSU faculty and staff;
5. Come up with recommendations on the effective and efficient management and maintenance of all VSU housing units including external campuses; and
6. Perform other functions related to housing that may be assigned by the President.

For your guidance and compliance.

**EDGARDO E. TULIN**  
President

cc: OVPI  
OVPPRGEA  
OVPAF  
OVPRE  
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VSUFA  
Records  
File