




MEMORANDUM NO. 456

Series of 2024

TO: **Ms. Christy M. Desades**

RE: **Designation as Director for Center for Continuing Education**

FROM: 
DR. PROSE IVY. G YEPES
University President

DATE: **May 22, 2024**

In the interest of government service and by virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as **Director for Center for Continuing Education**. As such, you will perform the following duties and responsibilities in addition to your regular functions:

1. Provide leadership and supervision in the planning and implementation of the different programs of the CCE;
2. Sustain the partnerships between VSU and the Professional Regulation Commission;
3. Manage the utilization of the building as venue for academic, scientific and socio-cultural activities;
4. Monitor and evaluate the implementation of review classes and the continuing professional development and education;
5. Collect data and initiate the analysis on the performance of VSU graduates in various licensure examinations.

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

This designation will take effect on **May 23, 2024 until December 31, 2024** or unless sooner revoked.

Please be guided accordingly.