



## Office of the President

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20 February 2019

MEMORANDUM NO. 101 Series of 2019 DATE: 2-22-10 TIME 7: AT PM

T O: All College Deans of Main and External Campuses

R E: Designation of Academic Department Heads for CY 2019

In relation to the aforementioned subject, this office ensures collaborative process with the result being general concurrence of the faculty and staff of each department regarding the best-qualified candidate for the position. In this regard, you are hereby directed to conduct consultation in each department to identify available leaders for the department.

Submit the list of recommended faculty member/s to be considered for designation as department head to this office on or before March 5, 2019.

For your compliance.

EDGARDO E. TULIN President

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