



# LEYTE STATE UNIVERSITY

6521-A Visca, Baybay, Leyte, Philippines

Office of the Secretary of the University  
and of the Board of Regents

EXCERPT FROM THE APPROVED MINUTES OF THE  
14<sup>th</sup> LSU Board of Regents Meeting  
2 December 2003 \* CHED Central Office, Pasig City

Proposed Fees for the Use of University  
Review Center (URC) Equipment and Facilities

**BOR RESOLUTION NO. 86, s. 2003**

Approving the proposed Fees for the Use of University  
Review Center (URC) Equipment and Facilities, as corrected.

Correction:

*The Board of Regents requested that the rationale of the  
proposal be improved incorporating the statement that for  
University use, these equipment may be used for free.*

Approved Fees:

- |  |              |
|--|--------------|
| 1. Overhead projector                                  | P 200.00/day |
| 2. Sound System* (Function Room)                       | 500.00/day   |
| 3. Computer & TV (29") for Power<br>Point Presentation | 500.00/day   |
| 4. LCD, TV (29"), Computer                             | 300.00/hr.   |

\* Can be used only at the Function Rooms of CCE.

BOARD ACTION: **APPROVED**  
Date : 2 December 2003  
ATTACHMENT: K

**Certified True and Correct:**

  
**DANIEL M. TUDTUD JR.**  
Board Secretary

cc: CCE -   
OVPAF - 



LEYTE STATE UNIVERSITY  
Visca, Baybay, Leyte 6521 A  
Philippines

*Office of the Board Secretary*

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2 December 2003

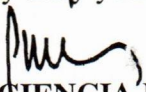
**The Honorable Chairman and  
Members of the LSU Board of Regents**

*Ladies/Gentlemen:*

I am hereby endorsing the **"Proposed Fees on the Use of Equipment and Facilities"** of the University Review Center. The proposed fees was presented and approved by the University Administrative Council during its meeting on October 29, 2003.

I am, therefore, recommending the same **FOR APPROVAL** by the Board of Regents.

Very truly yours,

  
**PACIENCIA P. MILAN**  
*University President*

BOARD ACTION: \_\_\_\_\_

DATE : 02 December 2003



LEYTE STATE UNIVERSITY  
Visca, Baybay, Leyte

University Review Center

September 15, 2003

Dr. Pacienca P. Milan  
President  
Leyte State University  
Visca, Baybay, Leyte

Dear Dr. Milan:

Respectfully submitted to your office two proposals; the new rate of Veterinary Medicine review fee for the year 2004, cost of review materials (8 courses) P3,500 and proposed fees on the use of URC equipments (see attachments).

I hope for your approval on these proposals.

Thank you.

Very truly yours,

*Emma S. Data*  
EMMA S. DATA  
Head, URC

Recommending Approval:

*Edgardo E. Tulin*  
EDGARDO E. TULIN  
Director, CIMD

*Manuel K. Palomar*  
MANUEL K. PALOMAR  
VP for Academic Affairs

APPROVED:

*Pacienca P. Milan*  
PACIENCIA P. MILAN  
President



**LEYTE STATE UNIVERSITY**  
Visca, Baybay, Leyte

**PROPOSED FEES ON THE USE OF URC EQUIPMENT AND FACILITIES**

**Rationale:**

The University Review Center (URC) has acquired equipment for use in the review for Licensure Examinations. However, the said equipment also can cater to the needs of the different conferences, trainings conducted at the Center for Continuing Education (CCE).

Since the Center has no budget for repair and maintenance of the said equipment and in order to sustain efficient service, maintain the equipment, minimal fees must be charged to the users:

**Proposed Fees:**

|  |              |
|--|--------------|
| 1. Overhead Projector                                  | P 200.00/day |
| 2. *Sound System (Function Rooms)                      | 500.00/day   |
| 3. Computer & TV (29") for Power<br>Point Presentation | 500.00/day   |
| 4. LCD, TV (29"), Computer                             | 300.00/hr.   |

**\*Can be used only at the Function Rooms of the CCE.**