



22 June 2020

MEMORANDUM NO. 128

Series of 2020

T O: Prof. Allan A. Ramal

R E: Designation as Head of the Culture and Arts Center

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head of the Culture and Arts Center effective July 1, 2020 until December 31, 2020 or unless sooner revoked or terminated by higher authorities.

You are tasked to do the following:

1. Assist the President in seeking donations and grants-in-aid for the support of the scholarship, staff development and physical development of the University;
2. Initiate the formulation of sustainable linkages for the University in close coordination with the heads of various offices of the University;
3. Enhance the appreciation of the national cultural heritage that enthuses VSU populace to participate in nation building and strengthen the spirit of nationalism;
4. Plan and design socio-cultural activities where students, faculty and staff participate such as in the arts, music, theatre, including appreciation of the indigenous and foreign culture.

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

Please be guided accordingly.

EDGARDO E. TULIN
President

cc:	OVPI	Cash
	OVPAF	Registrar
	OVPPRGEA	ODF/Budget
	OVPRE	ODAHRD/PRPEO
	OUS	IASO
	Deans	Accounting
	Directors	COA
	Records	CAC
	File	