



Republic of the Philippines
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OFFICE OF THE PRESIDENT

MEMORANDUM NO. 32 s, 2012

TO: MRS. SANDRA IRISH MARQUEZ
Director, Department of Human Resources and Development
This University

FROM: SERAFIN L. NGOHAYON, PhD
President

SUBJECT: Management's Action/ Decision on various faculty and staff development related requests

DATE: May 30, 2012

1. In line with the University Faculty and Staff Development Policy, recent office order/s issued related thereto and the development goals of the university, herewith are management's action/ decision on various requests to wit:

Applicant Employee	Description	Request	Management's Action
1. Alicia M. Binwag	52 Yrs old, Instructor 1, AB, MAT Filipino	Study Permit 1 Year to pursue Ph.D. in Filipino at ULS + grant of dissertation assistance	Granted – Study Permit for 1 year + grant of dissertation support of Php 20,000.00
2. Vivian D. Dumelod	43 yrs old, Instructor 1, BSE, MAT Filipino	IFSU Scholarship for 1 year to pursue Ph.D. in Filipino (Dissertation) at ULS.	Deny request due to lack of slots. Give partial scholarship for a non extendible period of one semester (study leave from June 1, 2012 to October 31, 2012). Study Permit to be granted for 1 year.
3. Joseph L. Ngohayon	50 yrs old, Asso. Prof. V., BSAEd, MS Crop Sci.	IFSU Scholarship for 2 years to pursue Ph.D. in Crop Science at ISU	Deny Request due to lack of slots. Grant study permit for 2 years.
4. Genevieve L. Valdez	42 yrs old, Instructor I, BSAEd, MS in Animal Science	Request for 3 semesters study leave to pursue Ph.D. in Agri major in Ani. Science under EHRD (ATI) scholarship	Withheld action due to incomplete documents. Instruct to submit complete documents and to report and teach .
5. Alma Binwag	33 yrs old, Instructor I, BSE, MAT, Ph.D. in Educ major in Fil.	Request for Study Permit to pursue Ph.D. in Filipino at ULS	Grant study permit for 3 years.

6. Rhoda S. Bunoan	39 yrs old., Instructor I, BSCE, MS Teaching Math, Ph.D. Science Ed in Math	Request for study permit to pursue Ph.D. in Science Educ in Mathematics at NVSU	Grant request. Issue Study Permit for 3 years
7. Eva Marie C. Dugyon	33 yrs old., EPS II, BS Journalism, MA Language,	Request for study permit to pursue Ph.D. in Dev. Com.	Grant request. Issue study permit for 3 years
8. Junia C. Pugong	36 yrs old., Instructor III, BSE, MAEd	Request for study permit to pursue Ph.D. in Sci. Ed., NVSU	Grant request. Issue study permit for 3 years

2. You are instructed to implement the aforementioned management's actions by drafting formal communications to the said employees, study permits and/or needed contracts.
3. For your compliance and commitment.

Cc: FSDC, Campus Directors and Deans