



Republic of the Philippines
WESTERN MINDANAO STATE UNIVERSITY
Office of the University and Board Secretary
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EXCERPTS FROM THE MINUTES OF THE 205th REGULAR BOARD MEETING (3rd QUARTER REGULAR BOARD MEETING, C.Y. 2024) OF THE WESTERN MINDANAO STATE UNIVERSITY BOARD OF REGENTS HELD AT THE BOARD ROOM, OFFICE OF COMMISSIONER RONALD L. ADAMAT, 4th FLOOR, HEDC BUILDING, COMMISSION ON HIGHER EDUCATION, C.P. GARCIA AVENUE, UP CAMPUS, DILIMAN, QUEZON CITY, ON OCTOBER 3, 2024, 3:00 P.M.

RESOLUTION NO. 117
Series of 2024

**A RESOLUTION APPROVING THE DESIGNATION OF PERSONNEL TO
VARIOUS OFFICES OF THE WESTERN MINDANAO STATE UNIVERSITY**

WHEREAS, it is essential for the effective administration and management of the Western Mindanao State University (WMSU) to ensure that qualified personnel are designated to appropriate offices;

WHEREAS, the WMSU administration has proposed the designation of personnel to various offices to enhance operational efficiency and support the university's mission and objectives;

WHEREAS, the Board of Regents has reviewed the proposed designations and confirms the qualifications and capabilities of the personnel recommended for these positions;

WHEREAS, the Board of Regents deliberated the "*Designation of Personnel to Various Offices of the University*" as discussed in "*Annex BB*" of the Agenda Folder with Attachments as part and parcel of this resolution;

NOW, THEREFORE, upon motion of Regent Adrian P. Semorlan and duly seconded by Regent Rylle Darryll T. Estrella, **BE IT RESOLVED AS IT IS HEREBY RESOLVED**, that the Board of Regents of Western Mindanao State the designation of the following personnel to the respective offices as listed below:

	DESIGNATION	RELEASE TIME	SPECIAL ORDER / MEMO ORDER	RATA / COMMUNICATION ALLOWANCE
<u>VICE-PRESIDENT</u>				
Dr. Teresita A. Narvaez	Vice-President for Resource Generation in concurrent capacity as Agribusiness Department Chair	15 hrs.	S.O # 000108	P 19,000.00 / 1,800.00
Dr. Fredelino M. San Juan	OIC- Office of the Vice-President for Student Affairs and Services in concurrent capacity as Director of Special Programs and Projects Office	15 hrs.	S.O # 000112	P 19,000.00 / 1,800.00
<u>DIRECTOR</u>				
Asso. Prof. Josellito R. Custodio	Director of Center for Continuing Education	9 hrs.	S.O # 000110	P 600.00
<u>ASSISTANT DIRECTOR</u>				
Asso. Prof. Vinchail A. Siason	Assistant Director of the Quality Assurance Office	6 hrs.	S.O # 000119	
<u>DEAN</u>				
Engr. Odon A. Maravillas, Jr.	OIC - Dean, College of Computing Studies	12 hrs.	S.O # 000093	P 600.00
<u>OP STAFF</u>				
Asst. Prof. Darlyn P. Flores	Special Assistant to the President	9 hrs.	S.O # 000094	
<u>ASSOCIATE DEAN</u>				
Asso. Prof. Roel P. Borja	Associate Dean, College of Liberal Arts	6 hrs.	S.O # 000103	
<u>HEAD</u>				
Ms. Ma. Teresita J. Rodriguez	OIC-Human Resource Management Office in concurrent capacity as Director for Administration		M.O # 001542	
<u>MANAGER</u>				
Asst. Prof. Maria Dolores J. Macrohon	Dormitory Manager in concurrent capacity as Director of the Office of the Auxiliary Services	12 hrs.	S.O # 000102	

BE IT FURTHER RESOLVED, that each designated personnel member is hereby authorized to perform the duties and responsibilities assigned to their respective offices, in accordance with the policies and guidelines of the university.

BE IT RESOLVED FINALLY, that the designated personnel will report directly to their respective supervisors and are expected to contribute positively to the university's goals and initiatives.

This resolution shall take effect immediately upon its adoption.

Adopted this 3rd day of October, 2024 in Quezon City, Philippines.

CERTIFICATION

I, the undersigned, hereby certify that the foregoing is a true and correct copy of the resolution duly adopted by the Board of Regents of Western Mindanao State University at a meeting held on October 3, 2024 at Quezon City, Philippines.

PROF. AL-GHANID. MOHAMMAD
University and Board Secretary

Attested:

MA. CARLA A. OCHOTORENA, RN, Ph.D.
University President

Resolution No. 117, Series of 2024
3rd Quarter Regular Board Meeting
October 3, 2024