

Tab 1

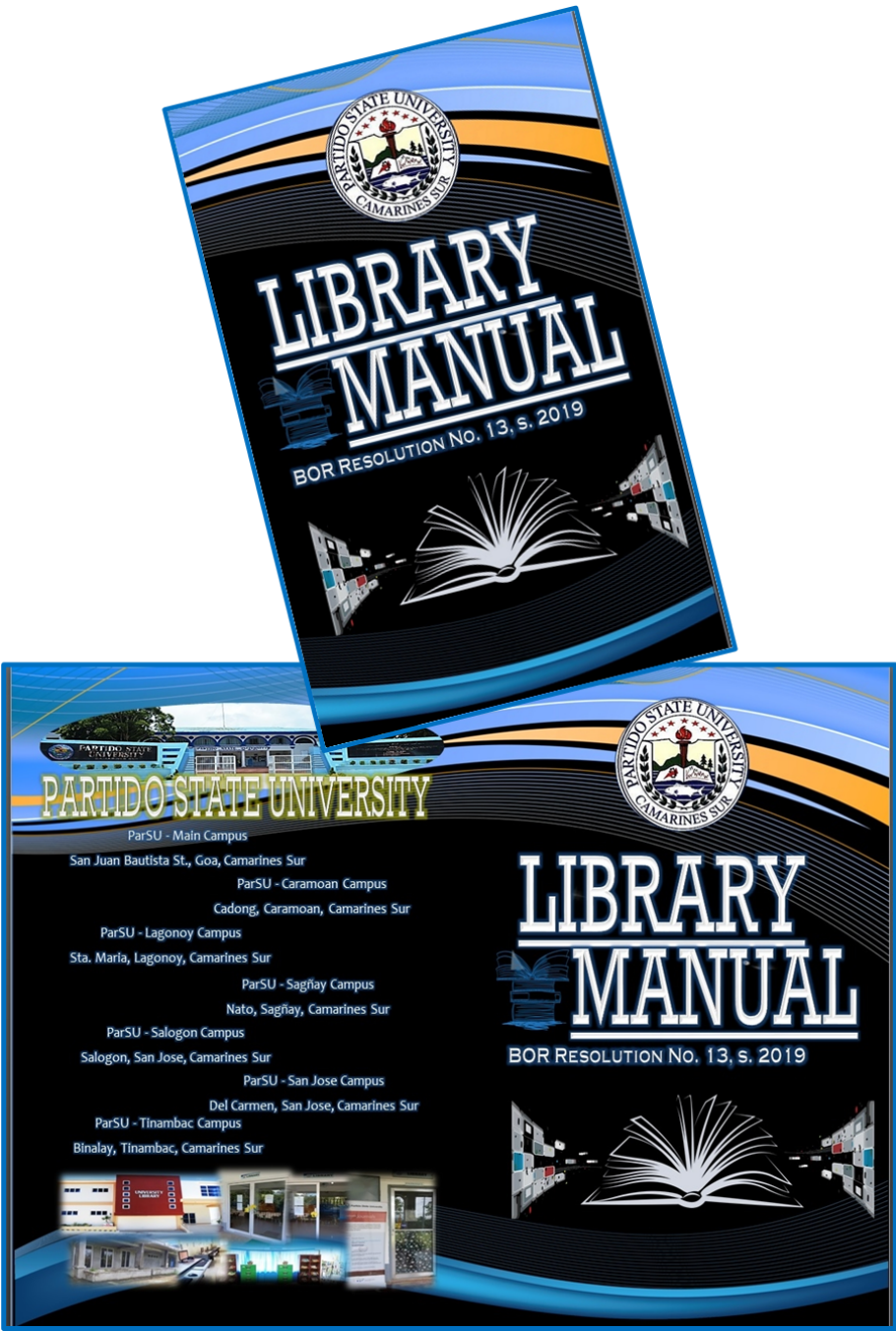


PARAMETER A. ADMINISTRATION

There is a duly approved and widely disseminated Library Manual which contains written policies and procedures covering the library's internal administration and operational activities.



The library manual is widely disseminated to students, faculty, and staff through several key strategies. The RMU office distributes the manual to all campus libraries, ensuring that each library has readily available copies that are stamped controlled. Annual library orientation sessions are conducted every start of each academic year for freshmen, transferees, and returning students, providing an overview of the library's rules, policies, regulations, and services as outlined in the library manual. Additionally, the library manual is made accessible in various formats, including printed copies in libraries and digital versions (scanned copies), promoting easy access for all users. Finally, announcements about the library and its updates are communicated through information bulletin boards and social media platforms, reaching a broad audience within the university community.





BOR RESOLUTION NO. 13, S. 2019 APPROVING THE LIBRARY MANUAL



Republic of the Philippines
PARTIDO STATE UNIVERSITY
Goa, Camarines Sur

PSU F-01

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Office of the University President

MEMORANDUM

No. 119 s. 2019

TO : UNIVERSITY OFFICIALS
TEACHING PERSONNEL
NON-TEACHING PERSONNEL
ALL CONCERNED

FROM: OFFICE OF THE UNIVERSITY PRESIDENT

DATE : MARCH 25, 2019

RE : RESOLUTIONS PASSED DURING THE 72ND REGULAR BOARD OF REGENTS MEETING HELD ON MARCH 21, 2019 AT CHED CENTRAL OFFICE, C.P. GARCIA AVENUE, DILIMAN, QUEZON CITY

This is to inform the entire PSU Community of the resolutions passed during the 72nd Regular Board of Regents Meeting held on March 21, 2019 at CHED Central Office, C.P. Garcia Avenue, Diliman, Quezon City. To wit:

RESOLUTIONS	OFFICE/ PERSON/S CONCERNED
Resolution No. 03, s. 2019 A resolution approving the minutes of the 71st Regular Board of Regents Meeting held on December 17, 2018 at CHED Central Office, C.P. Garcia Avenue, Diliman, Quezon City, provided that corrections be submitted to the Board Secretary within ten (10) working days after the meeting and that the corrected minutes should be re-appended in the next Board meeting.	- Board Secretary - All concerned
Resolution No. 04, s. 2019 A resolution approving the minutes of the 1st Special Board of Regents Meeting 2019 on February 21, 2019 at CHED Central Office, C.P. Garcia Avenue, Diliman, Quezon City, provided that corrections be submitted to the Board Secretary within ten (10) working days after the meeting and that the corrected minutes should be re-appended in the next Board meeting.	- Board Secretary - All concerned
Resolution No. 05, s. 2019 A resolution approving the conferment of degrees to One Thousand Nine Hundred Ninety Seven (1,997) candidates for March 2019 Graduation including the lone candidate for Academic Award, as recommended by the Academic Council and certified by the concerned officials of the University after careful scrutiny and verification of academic records, provided that all requirements have been complied with by the candidates and subject to the compliance with the rules and regulations of the government including compliance with CHED's COPC requirements.	- VPAA - OSAS - Registrar's Office - Deans - PDs - All concerned

Effectivity Date: February 3, 2014

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Resolution No. 06, s. 2019 A resolution approving the proposed Affirmative Action Program to Enhance Access of Disadvantaged and Marginalized Students to Free Quality Education effective AY 2019-2020 pursuant to Section 7, Rule II of the IRR of RA 10931, subject to compliance with the suggestions of the Board, applicable CHED memorandum circulars, DBM issuances, COA directives, and other existing laws.	▪ VPAA ▪ OSAS ▪ GAP ▪ Deans ▪ PDs ▪ All concerned
Resolution No. 07, s. 2019 A resolution approving the proposed offering of Bachelor of Science in Economics (BSECON) at PSU Goa Campus pursuant to CMO No. 32, s. 2017 effective AY 2019-2020, subject to compliance with pertinent CHED Memorandum Circulars, DBM issuances, COA memorandum circulars, and other existing laws.	▪ VPAA ▪ CBM ▪ Registrar's Office ▪ All concerned
Resolution No. 08, s. 2019 A resolution approving the proposed offering of Bachelor of Science in Industrial Security Management (BSISM) at PSU Lagonoy pursuant to CMO No. 06, s. 2018 effective AY 2019-2020, subject to compliance with pertinent CHED memorandum circulars, DBM issuances, COA directives, and other existing laws.	▪ VPAA ▪ PSU Lagonoy ▪ Registrar's Office ▪ All concerned
Resolution No. 09, s. 2019 A resolution approving the adoption of CMO No. 27, s. 2017 for Bachelor of Science in Accountancy effective AY 2018-2019, subject to compliance with pertinent CHED Memorandum Circulars, DBM issuances, COA directives, and other existing laws.	▪ VPAA ▪ CBM ▪ Registrar's Office ▪ All concerned
Resolution No. 10, s. 2019 A resolution approving the adoption of CMO No. 14, s. 2017 for Bachelor of Science in Nutrition and Dietetics (BSND) effective to all freshmen this AY 2018-2019, subject to compliance with pertinent CHED memorandum circulars, DBM issuances, COA directives, and other existing laws.	▪ VPAA ▪ PSU Lagonoy ▪ Registrar's Office ▪ All concerned
Resolution No. 11, s. 2019 A resolution approving the proposed Academic Calendar starting AY 2019-2020, subject to compliance with pertinent CHED issuances and related rules and laws.	▪ VPAA ▪ VPAF ▪ VPREEA ▪ Deans ▪ OSAS ▪ GAP ▪ All concerned
Resolution No. 12, s. 2019 A resolution approving the proposed ParSU Board Programs Education Quality Improvement, subject to compliance with pertinent CHED requirements, government issuances, rules and laws.	▪ VPAA ▪ CAS ▪ Deans ▪ All concerned
Resolution No. 13, s. 2019 A resolution approving the proposed revisions of the Library Manual effective upon approval by the Board, subject to compliance with applicable existing laws and rules.	▪ VPAA ▪ University Librarians ▪ All concerned
Resolution No. 14, s. 2019 A resolution approving the Proposed establishment of Center for Bioresource Based Enterprise Development, subject to compliance with pertinent laws, the usual government accounting and auditing rules, and availability of funds.	▪ VPREEA ▪ CBM ▪ Deans ▪ All concerned



Resolution No. 15, s. 2019 A resolution confirming the Memorandum of Agreement/Understanding with different agencies/entities for the implementation of various activities of the University, subject to compliance with pertinent laws, the usual government accounting and auditing rules, and availability of funds. To wit: - Coalition for Bicol Development, Inc. (CBD), Jesse M. Robredo Center for Good Governance, Social Action Center (SAC), Naga City People's Council (NCPC), and Bugkos-Catandungan re: implementation of UNDP Project entitled Governance Hubs (G-Hubs) - Peace Corps re: Research and Capacity Development Collaboration on Marine Biology and Geology - LGU Sagñay, Camarines Sur re: Exchange of Technical Services and Access of Facilities by Fishery Technologists, Faculty & Students of PSU Sagñay Campus and LGU Sagñay, Camarines Sur - Universidad de Sta. Isabel (USI) re: Academic and Research Collaboration - De La Salle University re: collaborations and exchanges in the fields of shared interest and expertise - Department of Interior and Local Government, re: conduct of the Citizen Satisfaction Index System (CSIS) in Siruma, Camarines Sur	- VPAF - VPAA - VPREEA - Graduate School - International Affairs - CAS - PSU Sagñay - CBM - All concerned
Resolution No. 16, s. 2019 A resolution approving and endorsing the FY 2020 Budget Proposal of Partido State University to the Commission on Higher Education (CHED) and the Department of Budget and Management (DBM), subject to the compliance with DBM, CHED and NEDA issuances on budget preparation for FY 2020.	- VPAF - Finance Division - Budget Office - All concerned
Resolution No. 17, s. 2019 A resolution approving the Proposed Program of Receipts and Expenditures for the Implementation of Senior High School Program FY 2019 including the Annual Procurement Plan, subject to compliance with pertinent DepEd, CHED, DBM and COA issuances.	- VPAF - Finance Division - Budget Office - BAC - Procurement Office - COED - All concerned
Resolution No. 18, s. 2019 A resolution approving the authority for the University President to enter into contract with A.M. Sison Press Incorporated for the 2019 Yearbook Lay-out, Printing and Photography Package amounting to P2,828,000.00 (ABC: P3,120,900.00) as endorsed by the Bids and Awards Committee (BAC), subject to strict compliance with R.A. 9184, DBM issuances, COA circulars, and other existing laws.	- VPAF - BAC - Procurement Office - Supply Office - Finance Division - Registrar's Office - All concerned
Resolution No. 19, s. 2019 A resolution approving the authority for the University President to enter into contract with Scigate Technology Corp. for the procurement of Automated Weather Station amounting to P705,000.00 (ABC: P1,050,000.00) as endorsed by the Bids and Awards Committee (BAC), subject to strict compliance with R.A. 9184, DBM issuances, COA circulars, and other existing laws.	- VPAF - VPREEA - R&D Director - BAC - Procurement Office - Supply Office - Dr. Laureta - Finance Division - All concerned

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Resolution No. 20, s. 2019 A resolution approving the authority for the University President to enter into contract with Indentrade Systems Corporation for the purchase of generator set for PSU San Jose Campus in the amount of P1,160,000.00 (ABC: P1,500,000.00) as endorsed by the Bids and Awards Committee, subject to strict compliance with R.A. 9184, DBM issuances, COA circulars, and other existing laws.	▪ VPAF ▪ BAC ▪ Procurement Office ▪ Supply Office ▪ PSU San Jose ▪ Finance Division ▪ All concerned
Resolution No. 21, s. 2019 A resolution approving the authority for the University President to procure the infrastructure project and equipment for the 1st Quarter CY 2019 using the Alternative Mode of Procurement (Negotiated – Small Value Procurement) as endorsed by the Bids and Awards Committee, subject to strict compliance with R.A. 9184, DBM issuances, COA circulars, and other existing laws.	▪ VPAF ▪ BAC ▪ Procurement Office ▪ Supply Office ▪ Finance Division ▪ All concerned

Everyone is expected to cooperate with the persons or offices concerned for the implementation of the approved resolutions. Moreover, for more details regarding the approved resolutions, kindly coordinate with the Board Secretary.

For widest dissemination and strict compliance.


RAUL G. BRADECINA, Ph.D.
SUC President III