



Republic of the Philippines  
**SOUTHERN LEYTE STATE UNIVERSITY**  
Sogod, Southern Leyte  
Website: [www.slsuonline.edu.ph](http://www.slsuonline.edu.ph)  
Email: [ssumaincampus@gmail.com](mailto:ssumaincampus@gmail.com)/  
op@slsuonline.edu.ph  
Telefax: (053) 382-3294

### CLIENT/CUSTOMER FEEDBACK & SUGGESTION FORM

1. **What office were your transacting business?** \_\_\_\_\_  
(*Unsang opisinaha nga duna kay tuyo?*)

2. **Who was giving you the service?** \_\_\_\_\_  
(*Kinsay naghatag nimo og serbisyo?*)

3. **Where you happy of the service provided to you?**  
(*Nakontento ba ka sa serbisyo nga gihatag diha nimo?*)

Very Happy  
(*Nalipay*)

Happy  
(*Igo ra nga nalipay*)

Unhappy  
(*Wa nalipay*)

4. **Your feedback or Suggestion**

\_\_\_\_\_  
(*Komentaryo o Suhestyon*) \_\_\_\_\_  
\_\_\_\_\_

**Optional:**

(*Pwede Suwatan, pwede dili*)

\_\_\_\_\_  
**Name** (*Ngalan*)

\_\_\_\_\_  
**Address** (*Pinuy-anan*)

Doc. Code: F-MR02

Revision: 00

Date: 20 October 2015



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*Office of the University President*

**TO:**

**SUBJECT: NOTICE OF MEETING RE:**

**DATE:**

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Very truly yours,

**PROSE IVY G. YEPES, Ed.D.**  
University President



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***Office of the University President***

\_\_\_ Memorandum Order No. \_\_\_  
Series of \_\_\_\_\_

**TO:**

**SUBJECT:**

**FROM:**

**DATE:**

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cc



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**MINUTES OF THE \_\_\_\_\_ MEETING HELD**  
**ON \_\_\_\_\_ AT THE \_\_\_\_\_**

**Attendance:**

**1. Preliminaries**

- 1.1. Call to Order
- 1.2. Acceptance of the Provisional Agenda
- 1.3. Ratification of the Minutes of the previous meeting
- 1.4. Matters arising from the approved minutes
- 1.4. President's Time

**2. New Business**

**3. Updates and Concerns**

- not applicable for University Academic/Administrative Council Meetings

**4. Other Matters**

**5. Adjournment**

**Certified True and Correct:**

\_\_\_\_\_  
Secretary

**Attested by:**

\_\_\_\_\_  
University President



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Doc. Code: F-MR05  
Revision: 00  
Date: 20 October 2015

\_\_\_\_ Regular Meeting of SLSU Board of Regents

**RESOLUTION NO. \_\_\_\_\_, s. 201\_\_**

**A RESOLUTION APPROVING**

**Whereas,**

**Whereas,**

**Whereas,**

**Whereas,**

**Wherefore,**

**Resolved**

**APPROVED.** Signed this \_\_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_

\_\_\_\_\_  
Commissioner, CHED  
SLSU-BOR Chairperson

\_\_\_\_\_  
President, SLSU  
SLSU-BOR Vice Chairperson

\_\_\_\_\_  
Chairperson, Senate Committee  
on Education, Culture and Arts  
SLSU-BOR Member

\_\_\_\_\_  
Chairperson, House Committee on  
Higher and Technical Education  
SLSU-BOR Member

\_\_\_\_\_  
Regional Director, National Economic  
and Development Authority  
SLSU-BOR Member

\_\_\_\_\_  
Regional Director, Department of  
Science and Technology  
SLSU-BOR Member

\_\_\_\_\_  
President, Association of Faculty  
Organizations  
SLSU-BOR Member

\_\_\_\_\_  
President, Federation of Alumni  
Associations  
SLSU-BOR Member

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President, Federation of Supreme Student  
Councils  
SLSU-BOR Member

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Private Sector Representative  
SLSU-BOR Member

I HEREBY certify to the correctness of the foregoing resolution:

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Board Secretary



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## PROPOSAL

I. **Title of the Proposal:**

II. **Proponent:**

III. **Date:**

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**Rationale:**

**Objectives:**

**Expected Outcome:**

Prepared by:

\_\_\_\_\_  
Proponent

Recommending Approval:

\_\_\_\_\_  
Immediate Supervisor

Action Taken ( ) Approved  
( ) Disapproved

Remarks, if any \_\_\_\_\_

\_\_\_\_\_  
University President

