

Records

VISAYAS STATE UNIVERSITY
ViSCA, Baybay, Leyte

FOR SABBATICAL LEAVE

TERMS OF REFERENCE

KNOW ALL MEN BY THESE PRESENTS:

This agreement made and entered into by and between:

The Visayas State University (VSU) formerly the Leyte State University (LSU), which was renamed from LSU to VSU by virtue of R.A 9437 with principal office at Baybay City, Leyte, duly represented by the University President, **Dr. EDGARDO E. TULIN** hereinafter referred to as the **GRANTOR**;

-and-

DR. NANCY V. DUMAGUING of legal age, married, Filipino, with residence and postal address at **Apt. 72 Kilbourne St. VSU, Visca, Baybay City, Leyte** hereinafter referred to as the **GRANTEE**;

WITNESSETH

WHEREAS, the Visayas State University has to promote and maintain its own merit system by encouraging its academic staff to study, investigate, undertake research on exchange professorship to improve staff competencies, efficiency and effectiveness through sabbatical assignment;

WHEREAS, the **GRANTEE** has fully and satisfactorily met all the requirements as to qualification, standards and criteria set for the sabbatical assignment;

NOW, THEREFORE, for and in consideration of the mutual stipulations and conditions hereinafter contained, the parties do hereby agree as follows:

1. Subject to the terms and conditions stated below, the University hereby awards to the **GRANTEE** and the latter accepts a **Sabbatical Leave** to be effective on **January 1, 2019** and to terminate on **December 31, 2019** and in compliance with the pertinent provisions of this Agreement for the completion of the sabbatical assignment to be pursued to and by virtue of this award, unless otherwise terminated earlier in accordance with this covenant;
2. The **GRANTEE** agrees and binds himself to:
 - a. Pursue a sabbatical assignment for which this award is granted for one (1) year from **January 1, 2019** and to terminate on **December 31, 2019** of which her leave will be spent in the university;
 - b. Clear herself from the university of all responsibilities in teaching, research, extension and other functions by turning over all these responsibilities to another faculty or staff in the unit while they are on leave since they are expected to be out from the department/office but working only on their Sabbatical output during the period of his/her leave.

[Handwritten signatures]

c. Submit to the OVPI thru the APB, the following outputs at the end of the Sabbatical period:

1. At least two Instructional Materials (IMs) and one (1) Publication or;
2. Two (2) published research article as senior author, published in a peer reviewed reputable journal. A Certification from the Editor/s-In-Chief indicating that such article has been accepted for publication will suffice if the publication is not yet off the press at the end of the sabbatical assignment and one Instructional Materials.
3. Research publication output should be products of her own research and not those derived from student theses.
4. Pay back VSU the full amount spent for *her Sabbatical Grant* if the **GRANTEE** fails to submit her sabbatical outputs at end the Sabbatical Leave.
5. Serve VSU for a period of one (1) year after her sabbatical assignment;
6. The GRANTEE shall forfeit or otherwise cease to be entitled to all benefits and privileges (including travel privileges charged to the university) due her under this Agreement and shall likewise be required to reimburse in the same manner herein specified should she fail to comply or observe any of the obligations stipulated herein and for other causes within her control such as the following:
 - f.1 Going on leave without pay after the end of her sabbatical leave;
 - f.2 Optional retirement from the service;
 - f.3 Removal from office for a cause; or
 - f.4 Revocation of the grant/privilege by competent authority on account of the Grantee's conduct or behavior prejudicial to the University interests.
5. The **GRANTOR** binds herself to pay salary and other benefits as provided by law for the duration of her sabbatical assignment.

agreed

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DEC 20 2018

IN WITNESS WHEREOF, we hereunto set our hands this _____ day of _____, 2018 at Visca, Baybay City, Leyte, Philippines.

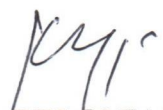
VISAYAS STATE UNIVERSITY
ViSCA, Baybay City, Leyte


By:


EDGARDO E. TULIN
Grantor


NANCY V. DUMAGUING
Grantee

Signed in the presence of:


BEATRIZ S. BELONIAS
Witness


LOURDES B. CANO
Witness

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
PROVINCE OF LEYTE) S. S.
MUNICIPALITY OF BAYBAY)

BEFORE ME, this _____ day of DEC 20 2018, 2018, in the City of Baybay, Province of Leyte, Philippines, personally appeared **DR. EDGARDO E. TULIN** and **DR. NANCY V. DUMAGUING** exhibiting to me their VSU ID Nos. V00522 and V00185 issued in Visca, Baybay City, Leyte, respectively, personally known to me to be the same persons who executed the foregoing instrument and they acknowledged to me that the same is their free and voluntary act and deed.

This instrument consisting of three (3) pages including this acknowledgement has been signed on each page by the parties and their witnesses and sealed with my notarial seal.

IN WITNESS WHEREOF I have hereunto set my hand on the day, year, and place above written.

Notary Public
Until December 31, 2018
PTR _____
TAN _____

Doc. No. 426 ;
Page No. 86 ;
Book No. XII ;
Series No. 2018 ;