

June 2021




Republic of the Philippines
City of Tagaytay
City College of Tagaytay
OFFICE OF THE COLLEGE PRESIDENT
Website: citycollegeoftagaytay.edu.ph

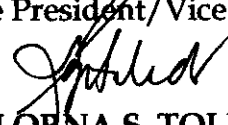


BOARD OF TRUSTEES RESOLUTION NO. 2021-06

"A RESOLUTION TO APPROVE THE RESEARCH MANUAL OF THE CITY COLLEGE OF TAGAYTAY"



HON. AGNES D. TOLENTINO, DMD
City Mayor/Chairman


MS. PACITA ROSARIO Z. AQUINO
College President/Vice - Chairman


HON. LORNA S. TOLEDO
City Councilor/Member

DR. RAYMUNDO P. ARCEGA
ALCU Representative/Member


MR. ANGELITO M. CARAAN
Faculty/President/Member


MR. RONNIE MARANAN
Alumni Association President/Member

ATTY. AVELINO SUMAGUI
NGO Representative/Member

WHEREAS, The City College of Tagaytay Research Manual contains policies that define the operation of research undertaking that include research governance, management, conduct, dissemination and utilization of outputs. Specifically it covers the research organizational goal and objectives, research and development, organizational structure, classification of research, institutional research funding eligibility criteria, , incentives to faculty/staff researcher, guidelines for access of research funding support, research proposal development, research paper presentation, research project continuity and sustainability, publication and presentation incentives, and guidelines for holding in-house review of research programs/projects.

WHEREAS, this guidebook will serve as guide among researchers in the judicious and systematic implementation, management, evaluation and monitoring of recognized R&D programs, projects and studies in the college/ It also contains different forms that are commonly used in research related activities. These forms would somehow facilitate the uniform and timely submission of research manuscripts and other technical reports.

WHEREAS, this manual will serve as a guide to researchers in producing quality research along CCT's research agenda; disseminating, publishing and applying the research outputs; and fostering research culture.

WHEREAS, the Center for Research, Development and Extension Center (CRDE) of the City College of Tagaytay (CCT) has designed this Research Operations Manual.

WHEREAS, the Board of Trustees unanimously approved the Research Manual of the City College of Tagaytay.

WHEREAS, this Board Resolution is in consonance with Republic Act No.8292.


NOW THEREFORE, upon the motion of Hon. Lorna S. Toledo, Chairperson, Committee for Education, Member - Board of Trustees, duly seconded by Ms. Pacita Rosario Z. Aquino, CCT College President / BOT Vice-Chairman, approved the Research Manual of the City College of Tagaytay.


Enacted: _____

Approved:


HON. LORNA S. TOLEDO
City Councilor/Member

DR. RAYMUNDO P. ARCEGA
ALCU Representative/Member


MR. ANGELITO M. CARAAN
Faculty President/Member


MR. RONNIE I. MARANAN
Alumni Ass'n. President/Member

ATTY. AVELINO SUMAGUI
NGO Representative/Member

CERTIFIED CORRECT:


MS. JENNIFER M. ABELLANA
BOT - Secretary

ATTESTED:


MS. PACITA ROSARIO Z. AQUINO
Vice - Chairman, Board of Trustees

APPROVED:


HON. AGNES D. TOLENTINO, DMD
Chairman, Board of Trustees _____