



UNIVERSITY OF SANTO TOMAS  
OFFICE OF THE SECRETARY-GENERAL

UST:SO06-00-ME12  
A.Y. 2024-2025

**TO :** ACADEMIC UNIT HEADS AND REGENTS  
**FROM :** OFFICE OF THE SECRETARY-GENERAL  
**RE :** USTFU SPECIAL GENERAL ASSEMBLY  
**DATE :** 13 May 2025

The University announces that the **UST Faculty Union (USTFU)** will hold its **Special General Assembly** on **Thursday, 15 May 2025**, from **8:00 am to 12:00 nn** at the **Medicine Auditorium**.

To ensure continuity of student learning and proper documentation of participation by the academic staff, the following guidelines are to be observed:

1. **Academic staff attending the assembly must provide asynchronous activities or alternative class arrangements for their affected schedule;** and
2. **The USTFU will maintain an official attendance record.** Only those listed will be excused from holding exams or regular classes during the assembly. This record will be submitted to the Office of the Vice Rector for Academic Affairs.

We thank our academic staff for their continued dedication and active involvement in advancing our shared mission of *Veritas in Caritate*.

Thank you.

In Christ,

  
**FR. LOUIE R. CORONEL, OP**  
Secretary-General

