

FILE

July 10, 1987

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MEMORANDUM NO. 83
Series of 1987

TO: The Academic Personnel Board
The Personnel Officer

RE: MERIT SYSTEM FOR FACULTY AND ACADEMIC STAFF

Pursuant to the requirement of the Civil Service Commission and as required under P.D. 807 and CSC Memorandum No. 3, s. 1983, VISCA, as a state college, is required to establish a merit system for its faculty and academic staff. The merit system shall serve as the framework for the recruitment, placement, promotion and retention of personnel. We have actually established our system for recruitment, but I feel our system for promotion and retention of personnel needs to be updated considering the varying assignments of our academic personnel.

I am, therefore, requesting the Academic Personnel Board and the OIC, Personnel Office to update our merit system following the attached guidelines issued by the CSC on the Establishment of a Merit System for Faculty and Academic Staff. Please submit this to the OP by July 31, 1987. For reference, you may use the Model Merit System from the CSC.

Thank you.

M. R. Villanueva
M. R. VILLANUEVA
President