



# LEYTE STATE UNIVERSITY

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*Office of the President*

15 July 2005

**MEMORANDUM NO. 141**

Series of 2005

**T O: Dr. Felipe Q. Albeos** *QFA 8/7/05*

**R E: Designation as Head, Department of Research and Extension  
LSU – Villaba Campus**

By virtue of the authority vested in me by the LSU Board of Regents and upon recommendation of the LSU-Villaba Campus Dean, Dr. Conchita A. Ito, you are hereby designated Head of the Department of Research and Extension effective August 31, 2005 until August 31, 2006 or unless sooner terminated or revoked by higher authorities.

As Department Head, you are entitled to the privileges and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.

*[Signature]*  
**PACIENCIA P. MILAN**  
President *[Signature]*

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Leyte State University – Villaba Campus  
College of Education and Agricultural Technology  
Villaba, Leyte

Office of the College Dean

June 30, 2005

The President  
Leyte State University  
VISCA, Baybay, Leyte

Madam:

I have the honor to request approval for the renewal of the designation of the following Department Heads effective August 31, 2005 to August 31, 2006.

1. Dr. Felipe S. Casas – Head, Department of Teacher Education
2. Dr. Felipe Q. Albeos- Head, Department of Research and Extension
3. Dr. Gavino E. Romero-Head, Department of Agricultural Technology

Hoping for your kind consideration on this regard.

Thank you and more power.

Very truly yours,

*aw*  
**CONCHITA A. ITO, Ph. D.**  
College Dean

APPROVE:

*[Signature]*  
**PACENCIA P. MILA**  
PRESIDENT

*[Signature]*  
**MANUEL K. PALOMAR**  
VICE-PROV. FOR ACADEMIC AFFAIRS