MEMORANDUM NO. 133 Series of 1990

T 0: Prof. Iluminada C. Abihay

R E: Designation as Acting Head of DDC

By virtue of the authority vested in me by the ViSCA Board of Trustees and following the recommendation of the Search Committee, you are hereby designated Acting Head of the Dept. of Development Communication, vice Dr. Monina M. Escalada whose term has expired, effective immediately until May 31, 1991. As Acting Head, you shall carry out the functions of a department head and shall correspondingly be entitled to all privileges attached to the position.

Please be guided accordingly.

M. R. VILLANUEVA

cc: College/Board Secretary

OVPAA

ODI

Dr. M. M. Escalada

DDC

Personnel

COA

Accounting

Records

File