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Office of the President

29 September 2009

MEMORANDUM NO. 57

Series of 2009

T O: All Concerned VSU-Tolosa Campus Faculty and Staff

R E: Reconstitution of Standing Committees and Individual Faculty Designations of VSU-Tolosa Campus for School Year 2009-2010

By virtue of the authority vested in me by the VSU Board of Regents and upon recommendation of the VSU-Tolosa Campus Dean, the following Standing Committees are hereby reconstituted along with the Individual Faculty Designations for School Year 2009-2010:

A. Standing Committees

1. Grievance Committee:

Chairperson: Eduardo T. Leros
Secretary: Elvira L. Sabulao
Members: Lelius Catalino Apostol
Obdulia G. Camoying
Lucila P. Merro

2. IGP Management:

Chairperson: Vicente D. Zarsata
Members: Naomi Petronio (Fish Processing)
Oscarlito C. Cinco (Coconut & Fruit Trees)

3. Personnel Committee:

Chairperson: Policarpo N. Duavis
Secretary: Elvira L. Sabulao
Members: Obdulia G. Camoying
Eduardo T. Leros
Teresita C. Jocson

4. STUFAP Management:

Chairperson: Francisco L. Camoying
Members: Lelius Catalino V. Apostol
Rosario A. Celajes
Virginia N. de Asis
Quenstein D. Lauzon

5. Disposal Committee of Government Property:

Chairperson: Policarpo N. Duavis
Members: Elvira L. Sabulao
Felinita H. Daya

6. Student Disciplinary Tribunal:

Chairperson: Hilario R. Daya, Jr.
Members: Lucila P. Merro
Elvira E. Cinco

7. **Socio-Cultural and Sports Affairs Office:**
Chairperson: Hildegarda C. Closa
Members: Elvira L. Sabulao
Danilo T. Balleras
Oscarlito C. Cinco
8. **Curriculum Committee:**
Chairperson: Teresita C. Jocson
Members: Obdulia G. Camoying
Eduardo T. Leros
Elvira Cinco
Policarpo N. Duavis
9. **Sealed Canvass Committee:**
Chairperson: Teresita C. Jocson
Secretary: Luzviminda A. de la Cruz
Members: Francisco L. Camoying
Vicente D. Zarsata
10. **Advisory Committee:**
Chairperson: Eduardo T. Leros
Co-Chairperson: Policarpo N. Duavis
Secretary: Elvira L. Sabulao
Members: Luzviminda A. de la Cruz
Obdulia G. Camoying
Teresita C. Jocson
Hildegarda C. Closa
Vicente D. Zarsata
Elvira E. Cinco
Francisco L. Camoying
Hilario R. Daya, Jr.
11. **Research Committee:**
Chairperson: Luzviminda A. de la Cruz
Members: Agnes R. Billones
Virginia N. de Asis
Lelius Catalino V. Apostol
Lucila P. Merro
12. **Extension Committee:**
Chairperson: Obdulia G. Camoying
Members: Francisco L. Camoying
Naomi G. Petronio
Hilario R. Daya, Jr.
Oscarlito C. Cinco
13. **Multi-media Committee:**
Chairperson: Lelius Catalino V. Apostol
Members: Nelson S. Trinchera
Jane F. Acuin
Krystal Joy B. Trinchera
14. **Honors & Awards Committee:**
Chairperson: Francisco L. Camoying
Members: Obdulia G. Camoying
Teresita C. Jocson
Elvira Cinco
Policarpo N. Duavis
15. **College Journal/Publication:**
Chairperson: Policarpo N. Duavis
Members: Teresita C. Jocson
Luzviminda A. de la Cruz
Marieli Cherry C. Cipres

16. Landscape, Beautification, Health & Sanitation Committee:

Chairperson: Fe P. Gomez
Members: Oscarlito C. Cinco
Hilario R. Daya, Jr.

17. Library Committee:

Chairperson: Fe P. Gomez
Members: Agnes R. Billones
Lelius Catalino V. Apostol

18. Management & Information Service and Accreditation Center (MISAC):

Chairperson: Policarpo N. Duavis
Members:
Area I: Luzviminda A. de la Cruz
(Mission, Goals & Objectives)
Area II: Obdulia G. Camoying
(Faculty)
Area III: Teresita C. Jocson
(Curriculum & Instruction)
Area IV: Francisco L. Camoying
(Students)
Area V: Luzviminda A. de la Cruz
(Research)
Area VI: Naomi G. Petronio
(Extension & Community Involvement)
Area VII: Fe P. Gomez
(Library)
Area VIII: Eduardo T. Lerios
(Physical Plant & Facilities)
Area IX: Agnes R. Billones
(Laboratories)
Area X: Elvira L. Sabulao
(Administration)

19. Reception Committee:

Chairperson: Hildegrada C. Closa
Members: Quenstein D. Lauzon
Shereen A. Merro
Marieli Cherry C. Cipres

20. Exhibit and Display Committee:

Chairperson: Agnes R. Billones
Members: Lelius Catalino V. Apostol
Virginia N. de Asis
Oscarlito C. Cinco

21. Admissions Committee:

Chairperson: Policarpo N. Duavis
Obdulia G. Camoying
Members: Teresita C. Jocson

22. Finance Committee:

Chairperson: Elvira L. Sabulao
Members: Felinita H. Daya
Jane F. Acuin
Nelson S. Trinchera
Anacorita B. Sacris

23. Food Preparation Committee:

Chairperson: Naomi G. Petronio
Members: Obdulia G. Camoying
Virginia N. de Asis

24. Stage Preparation, Décor, Light and Sound Committee:

Chairperson: Virginia N. de Asis
Members: Hildegrada C. Closa
Lelius Catalino V. Apostol

25. Accommodation Committee – Hall Preparation and Restoration:

Chairperson: Oscarlito C. Cinco
 Members: Francisco L. Camoying
 Lelius Catalino V. Apostol

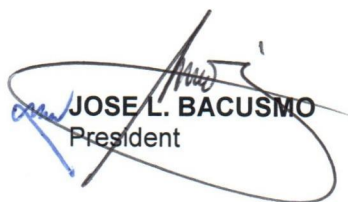
B. Individual Faculty Designations:

- | | |
|--|------------------------------|
| 1. College Secretary | - Eduardo T. Lerios |
| 2. Head, Office of the Graduate Studies and Special Programs | - Policarpo N. Duavis |
| 3. Head, Fisheries Department | - Teresita C. Jocson |
| 4. Head, Education, Arts & Sciences Department | - Obdulia G. Camoying |
| 5. Head, Office of Student Services | - Francisco L. Camoying |
| 6. Head, Research and Extension | - Luzviminda A. de la Cruz |
| 7. Head, Income-Generating Project | - Vicente D. Zarsata |
| 8. College Registrar | - Elvira E. Cinco |
| 9. Records Officer | - Vicente D. Zarsata |
| 10. Coordinator, Student Teaching | - Elvira E. Cinco |
| 11. Coordinator, On-the-Job Training | - Virginia N. de Asis |
| 12. Coordinator, Extension | - Obdulia G. Camoying |
| 13. Adviser, Supreme Student Council | - Eduardo T. Lerios |
| 14. Adviser, Student Electoral Board | - Lelius Catalino V. Apostol |
| 15. In-Charge, Anti-Sexual Harassment Office | - Hildegrada C. Closa |
| 16. In-Charge, Alumni and Community Relations Office | - Virginia N. de Asis |
| 17. NSTP Coordinator | - Fe P. Gomez |
| 18. In-Charge, Health Services | - Hilario R. Daya, Jr. |

All office orders/memoranda contrary to this, previously issued by this office or by the Dean of VSU-Tolosa Campus are hereby revoked.

This order shall take effect immediately upon receipt of the concerned.

Please be guided accordingly.


JOSE L. BACUSMO
 President

cc: OVPAA
 OVPAF
 OVPPRG
 OVPRE
 OUS
 Deans
 Directors
 Registrar
 HRMDO
 Accounting
 COA
 Cash
 Records
 File