

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte
OFFICE OF THE PRESIDENT

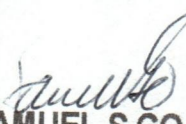
December 15, 1997

MEMORANDUM NO. 117
Series of 1997

T O: Vice President for Academic Affairs, Director of Instruction
All Faculty and Students

SUBJECT: Suspension of Classes in the Morning of December 18, 1997
and in the Afternoon of December 19, 1997

Per request from the Faculty Members of ViSCA, classes are suspended effective 8:00 a.m. to 12:00 noon on December 18, 1997 and from 1:30 p.m. to 5:00 p.m. on December 19, 1997. All faculty members with academic ranks regardless of status of appointment are enjoined to attend the VFA General Assembly meeting at 8:00 a.m. on December 18, 1997 and at 1:30 p.m. on December 19, 1997, DAEAM SLH to facilitate ratification of the Constitution and By-Laws. In this connection, all concerned faculty members are advised to hold make-up classes and/or assign proctors for scheduled exams.


SAMUEL S.GO
President

Visayas State College of Agriculture
Baybay, Leyte
December 12, 1997

Dr. Samuel S. Go
President, ViSCA
Baybay, Leyte

Dear Dr. Go:

This is with reference to your decision that suspension of classes for the ViSCA Faculty Association meeting for the ratification of its Constitution and By-laws will be in the afternoon of December 18, 1997. The reason why the association wanted to hold the meeting earlier (i.e., its first request was December 10, 1997) is the several calendared activities toward the end of classes for the Christmas break. In the afternoon of December 18, some departments will be having Christmas parties and the VLMS will have its Christmas program. Because of this situation, the VFA is earnestly asking your kind approval that suspension of classes be from 8:00 in the morning until 4:00 in the afternoon on December 16, 1997. At 4:00 in the afternoon of the same day, the ViSCCO will hold its special assembly. Hence, suspension of classes in the afternoon only would be inadequate since ratification of the constitution needs thorough deliberations.

The VFA believes in your sincerity of supporting the association; therefore, it hopes that you give this very important matter your kind consideration. Thank you.

Sincerely yours,



Perla M. Tan