



VISAYAS STATE UNIVERSITY

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Office of the President

17 January 2008

MEMORANDUM NO. 9

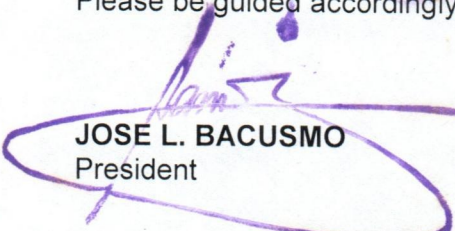
Series of 2008

T O: Ms. Mary Jean Sapan
Ms. Florife Gatchalian
Ms. Ruth Martinez
Ms. Joyce Pura
Ms. Adora Fe Baltazar
Ms. Jennifer Gan
Ms. Connel Antipaso
Ms. Annie Gravoso
Atty. Gloriosa Guinocor
Dr. Ma. Juliet Ceniza
Prof. Rufina Capuno
Prof. Reny Gerona
Ms. Olga Corales

R E: Reconstitution of the Reception Committee during the Inaugural Ball

With Ms. Mary Jean Sapan as Chairperson, the Reception Committee for the Inaugural Ball on January 31, 2008 is hereby reconstituted.

Please be guided accordingly.


JOSE L. BACUSMO
President



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Office of the President

15 January 2008

MEMORANDUM CIRCULAR NO. 5

Series of 2008

T O: All Concerned

R E: Working Committees for the Inaugural Ball

The following working committees are created to make the inaugural ball a success:

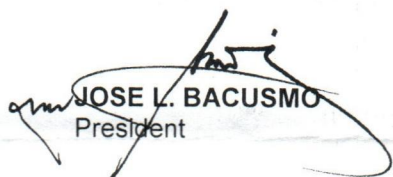
1. **Invitation**
Chairperson: Engr. Alan Loreto
Members: Ms. Honey Sofia Colis
All OP Staff
2. **Program, Preparations, Printing and Distribution**
Chairperson: Ms. Zenaida Gerona
Members: Ms. Antonieta Israel
Ms. Mirian Tan
Mr. Alex Tulin
3. **Guest Reception**
Chairperson: Prof. Reny Gerona
Members: Ms. Annie Gravoso
Atty. Gloriosa Guinocor
Dr. Ma. Juliet Ceniza
4. **Food and Snacks for Guests**
Chairperson: Ms. Rebecca Napiere
Members: All Guest House Staff
5. **Faculty and Staff Active Participation**
Chairperson: Dr. Roberto Guarte - Admin.
Members: Dr. Eugene Lañada - CVM
Dr. Jose Alkuino, Jr. - CA
Dr. Justino Quimio - CFNR
Dr. Remberto Patindol - CAS
Dr. Antonio Abamo - CEAI
Dr. Othello Capuno - Research and Extension
Dr. Conchita Ito - Villaba Campus
Dr. Roberta Lauzon - Tolosa Campus
Dr. Edwin Balbarino - Isabel Campus
Dr. Pablo Pedrera - Alangalang Campus
6. **Transportation**
Chairperson: Mr. Remegio Sanico
Members: Mr. Jovenal Belarmino
Ms. Honey Sofia Colis
7. **Inaugural Dance Presentation**
Chairperson: Ms. Norma Cala
Co-Chairperson: Mr. Jovel Aberilla
Members: Mr. Fermin Inoferio
Mr. Allan Ramal
Ms. Annie Gravoso
Prof. Reny Gerona

8. **Ball Management/Non-Stop Dancing**
Chairperson: Prof. Aleli Villocino
Members: All IHK Faculty
9. **Music, Lights and Sounds**
Chairperson: Engr. Nestor Israel
Members: Engr. Apolonio Encierto
Mr. Roberto Cala
Mr. Dominador Poliquit
Ms. Carmela Yamada
Mr. Clemence Borela
10. **Production Klieg Lights**
Chairperson: Mr. Jude Nonie Sales
Member: Engr. Apolonio Encierto
11. **Participation of Dance Troupe Members & P.E. Majors as DIs**
Chairperson: Prof. Thelma Zafra
Members: Mr. Fermin Inoferio
Mr. Jovel Aberilla
Mr. Allan Ramal
12. **Finance**
Chairperson: Dr. Roberto Guarte
Members: Ms. Norma Cala
Ms. Roberta Lemos
Ms. Corazon Nuevo
13. **Security/Safety**
Chairperson: Engr. Celso Gumaod
Members: All Security Personnel
14. **Venue Preparation**
Stage and Hall Arrangement:
Chairperson: Engr. Nestor Israel
Members: Engr. Mario Lilio Valenzona
Mr. Silvestre Cagande
All GSD Personnel

Stage and Hall Decoration:
Chairperson: Prof. Mario Baliad
Members: Mr. Domingo Flandez
Prof. Elizabeth Briones
Ms. Cecil Joy Duatin
15. **Over-all Coordination:**
Chairperson: Dr. Lourdes Cano
Co-Chairpersons: Engr. Alan Loreto
Mr. Jovel Aberilla
Members: Ms. Norma Cala
Mr. Allan Ramal
Prof. Reny Gerona
Ms. Annie Gravoso
Mr. Fermin Inoferio

All Chairpersons and Co-Chairpersons are requested to attend a meeting on January 16, 2008, 3:00 p.m. at the OVPAF Conference Room to discuss their respective assignments.

Please be guided accordingly.


JOSE L. BACUSMO
President