



VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines
Office of the President

MEMORANDUM CIRCULAR NO. 20
Series of 2000

09 March 2000

T O: Concerned Faculty and Staff

R E: Working Committees for the Year 2000 Commencement Exercises

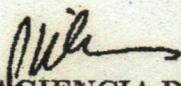
This year's Commencement Exercises is scheduled on 06 April 2000. Our Commencement Speaker is the Hon. Dr. Dante O. Liban, Chairman of the Committee on Education, House of Representatives.

In this regard, there is a need to organize different committees to carryout the work for this year's commencement exercises. All faculty and staff are hereby directed to prepare for this affair.

The following faculty and staff are hereby designated Chairman, Co-Chairman and Members of the different committees for this year's Commencement Exercises. You are requested to make plans for your respective committees and submit these to the Office of the President as soon as possible.

Your cooperation is highly appreciated.

For your information and guidance.


PACIENCIA P. MILAN
President

WORKING COMMITTEES FOR THE YEAR 2000 COMMENCEMENT EXERCISES

1. Academic Caps & Gowns for Students

Chairman: Dr. Lolita Zapatos
Co-Chairman: Prof. Lucila Ligason
Members: Dr. Elena Cabilar
Ms. Marilou Sta. Iglesia

2. Academic Gowns for Speaker/Guests, Faculty and Graduate Students

Chairman: Mr. Dominador A. Lauzon, Jr.
Co-Chairman: Ms. Fe Calunangan
Members: All SPMD staff

3. Accommodation at the Hostel & ATI Dorm

Chairman: Mr. Dominador A. Lauzon, Jr.
Co-Chairman: Mr. Paul Avila
Members: Mr. Marlon Morcilla
Mr. William Cortijos

4. Honors and Awards Committee

Chairman: Dr. Vicente Quiton
Co-Chairman: Dr. Rodolfo Escalada
Members: Dr. Corazon Batoy
Dr. Remegio Mollaneda
Ms. Linda Mariscal

5. Stage Preparation/Demolition Committee

Chairman: Engr. Nestor Israel
Co-Chairman: Engr. Climaco Espina
Members: All LUAPD staff
All PPO Carpenters
Mr. Domingo Flandez
Mr. Silvestre Cagande

6. Program/Invitations/Ribbons Committee

Chairman: Prof. Daniel M. Tadtud, Jr.
Co-Chairmen: Prof. Edith Cagasan
Dr. Ramon Orias
Members: All CMO Staff
All Printing Press Staff

7. Lights and Sounds Committee

Chairman: Engr. Apolonio Encierto
Co-Chairman: Mr. Dominador Poliquit
Members: All PPO Electrical Staff

8. Accommodation at the Guest House Governor's Cottage/Learning Center

Chairman: Dr. Nelen Lambert
Co-Chairman: Ms. Vilma Olleras
Members: All Guest House Staff

9. Accommodation at the College Dorm for Parents

Chairman: Dr. Corazon B. Batoy
Co-Chairman: Ms. Wenifreda Oclinarina
Member: Mr. Junito Panonce
Ms. Meriam de la Torre
Ms. Miriam Luna

10. Transportation Committee

Chairman: Engr. Celso Gumaod
Co-Chairman: Ms. Honey Sofia Colis
Members: Mr. Jovenal Belarmino
Ms. Ma. Christina Ramirez
Ms. Fe Lacerna

11. Graduation Grounds (Seats/Tables/Rostrums Plants/Flowers, etc) and Hall Preparation

Chairman: Engr. Climaco Espina
Co-Chairman: Dr. Alan Loreto
Members: Ms. Cecille Joy Duatin
Prof. Elizabeth Briones
Mr. Sales Loreto
All GDR & PRCRTC laborers

12. Publicity Committee (Information Dissemination and Streamers)

Chairman: Dr. Wolfreda Alesna
Co-Chairman: Dr. Rolinda Sanico
Members: Ms. Adelina Carreno
All PICRO Staff
Mr. Domingo Flandez
Mr. Virgilio Pomida

Board Placard

*Faculty
Vet med
Eng.*

*9:00 AM
F*

13. Campus Tour (Commencement Day)

Chairman: Dr. Rolinda Sanico
Co-Chairman: Ms. Zenaida Gerona
Members: All PICRO Staff
Mr. Vicente Cordero
Mr. Randy Omega
Mr. Dewoowoogen Baclayon

14. Exhibits Committee

Chairman: Dr. Jose L. Bacusmo.
Co-Chairman: Dr. Guindolino Gerona
Dr. Jose Pardales, Jr.
Members: Dr. Rebecca Santiago
Dr. Felix Arnestoso
Dr. Misael Diputado
Dr. Othello Capuno
Dr. Zosimo de la Rosa

15. Guest Reception Committee

Chairman: Dr. Lualhati Noriel
Co-Chairman: Prof. Marita Galinato
Member: Prof. Reny Gerona
Dr. Julita Gapuz
Dr. Ma. Juliet Ceniza
Ms. Ma. Christina Ramirez
Ms. Erna Sedigo

16. Baccalaureate Mass Committee

Chairman: Dr. Basilio Dabuet
Co-Chairman: Prof. Norberto Canada
Members: Dr. Misael Diputado
Prof. Lolito Bestil
Prof. Edith Cagasan
Mr. Ediezer Noriel

17. Finance Committee

Chairman: Dr. Nerelito Pascual
Co-Chairman: Ms. Norma Cala
Members: All Finance Committee Members

**18. Security, Colors, Formation and Marshall
(Philippine Flag and ViSCA Banner)**

Chairman: Mr. Joel Ancheta
Co-Chairman: ViSCA ROTC Commandant
Members: Mr. Venerando Jose
All ViSCA Security Guards
~~All PNP Men assigned at ViSCA~~

19. Food Preparations Committee

Chairman: Dr. Nelen Lambert
Co-Chairman: Prof. Jocelyn Urgello
Members: All Guest House Staff
Ms. Remenita Soria

20. Commencement Rites Committee

Chairman: Prof. Daniel M. Tuditad, Jr.
Co-Chairman: Ms. Linda Mariscal
Members: All Dept. Head
All Registrar Staff
Mr. El-troubador Escabal
Mr. Nathaniel Rosolada

**21. Table Setting, Utensils Preparation
and Food Service Committee**

Chairman: Dr. Roberta Lauzon
Co-Chairman: Ms. Vilma Olleras
Members: Prof. Lucila Ligason
Prof. Jocelyn Urgello
Ms. Erna Sedigo
Ms. Ruth Martinez
Ms. Nancy Dumaguing
Ms. Asteria Sevilla

**22. Commencement Ushering and Reception
Committee (at the Gymnatorium)**

Chairman: Ms. Carmencita Reyes
Co-Chairmen: Ms. Wenifreda Oclitaria
Prof. Trinidad Faelnar
Members: Ms. Lourdes Cano
Ms. Norma Cala
Ms. Bonita Montes
Ms. Elvira Soria
Ms. Evelyn Bestil
Ms. Myrna Pancito
Mr. Alexis Bertulfo
Mr. Randy Omega

23. Steering Committee:

Chairman: Dr. Paciencia P. Milan
Co-Chairman: Prof. Daniel M. Tuditad, Jr.
Members: Administrative Council

*Urgello
Mrs. Napone*

7:30 am

*Speaker
CSI - 5
7*

Chairman

*→ make request
to Sec'y*