

OFFICE OF THE PRESIDENT

May 13, 1994

MEMORANDUM NO. 52

Series of 1994

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Series T O: Dr. Alicia S. Go

R E: Designation as Assistant Director, ODREx

T O: Dept./Office/Center/Unit Heads

SUBJECT As recommended by the Search Committee and approved by the VISCA Board of Trustees you are designated Assistant Director of the Office of the Director of Research and Extension effective June 1, 1994 until May 31, 1997 or until sooner terminated by appropriate authorities.

As Assistant Director of ODREx, you are entitled to whatever privileges that are inherent to the position.

However, the approval is necessary for publications and other documents which cannot be accommodated by the VISCA Printing Press as certified by the Printing Press Manager. Publications printed outside VISCA.

Samuel S. Go
SAMUEL S. GO
President

Since the VISCA Printing Press has the capability to print use the other documents, you are encouraged to use the press facilities.

cc: Director, ODREx
Director, ODI
Department Head, DAL
Records
File Understood however that other supporting papers will also be prepared following the standard operating procedure.

For information and guidance of all concerned.

Samuel S. Go
SAMUEL S. GO
President