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OFFICE OF THE PRESIDENT

January 13, 1992

MEMORANDUM NO. 3
Series of 1992

January 13, 1992

MEMORANDUM TO: Dr. Rodolfo G. Escalada - Chairman
Series of 1992 Dr. Federico R. Flores (Extension)
Dr. Paciencia P. Milan (Instruction)
T O: Dr. Federico G. Villamayor, Jr. (Research)
R E: Dr. Manuel K. Palomar (AFB)

R E: Search Committee for Director of Student Affairs (DSA)

In connection with my official travel to Tacloban, Los Baños and Manila to attend subcommittee hearing on VisCA State University, DCA, and DCA, I am hereby tasked to undertake a search for the Director of Student Affairs and the established procedure for the purpose, you are hereby tasked to undertake a search process for the DSA. For review of the procedure, please refer to the guidelines covered under Board Resolution No. 143, s. 1986.

As OIC, you are authorized to discharge the functions of the Office of the President. Please submit your top three recommendees by January 31, 1992. and responsibilities as director of General Services and Director of Instruction, respectively.

M. R. VILLANUEVA
President

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cc: All dept/center/office heads