MEMORANDUM NO. 53 Series of 1993

T O: Dr. Jose Sal Tan

R E: Reappointment as College Secretary

Pending a new appointment for the ViSCA Presidency, your designation as College Secretary is hereby extended for another term, unless changed under a new administration or changed through the Board of Trustees.

Please be guided accordingly.

M. M. VILLANUEVAY President

cc: Personnel Accounting Records