

June 24, 1991

MEMORANDUM NO. 85
Series of 1991

T O: Dr. Lucylen B. Ponce - Head, Dept. of Home Science
Dr. Perla M. Tan - OSA Acting Director
Dr. Margarito C. Escalante- GSO Director & Housing Committee
Chairman

R E: Reassignment of the International House

After personally assessing the role of the International House in the overall needs of the College, I made a decision to convert a portion of the structure as a dormitory for graduate students, even on temporary basis. There was a high-level consultation made before implementing the decision. My decision was based on the following considerations:


1. The International House no longer serves its earlier purpose as a guest house.
2. An alternative practise house for Home Science students has been provided by investing on the repair of the former Governor's Cottage.
3. Maintenance of the International House by Guest House staff does not support their effective utilization in serving the needs of the College.

Consequently, the care and management of the International House shall now be placed under the responsibilities of two units as follows:

1. GSO/Housing Committee - takes care of the basement occupied by VISCA staff.
2. OSA - takes care of the First Floor and part of the basement not assigned to GSO.

All parties concerned are advised to conduct an inventory of facilities. The Dept. of Home Science shall continue to retain the appliances and furniture. Any assignment for their temporary use shall be left with the Department's own discretion.

For immediate compliance.


M. R. VILLANUEVA
President