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August 8, 1989

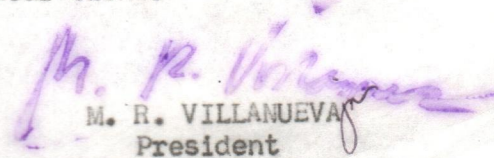
MEMORANDUM NO. 114
Series of 1989

T O: Dr. Othello B. Capuno

R E: Designation as Acting Department Head

By virtue of the authority vested in me by the VISCA Board of Trustees and upon the recommendation of the Director of Instruction and the Vice President for Academic Affairs following consultation with the department staff, your designation as Acting Head is hereby renewed for a year, until May 31, 1990, without prejudice to further renewal. Please continue guiding your department towards the achievement of its goals and allow it to grow further in preparation for a bigger role it is expected to undertake as the College assumes greater responsibilities in the national development program.

Good luck and congratulations.


M. R. VILLANUEVA
President

cc: VPAA
CDI
COA
Personnel
Accounting
Budget
Records