



# LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

Telefax: 053-3352601

*Office of the President*

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## MEMORANDUM NO. 236

Series of 2002

**T O:** Dr. Dolores L. Alcober *DLA* - Chairperson  
Dr. Tomas J. Fernandez, Jr. *TJF* - Member  
Dr. Remberto A. Patindol *RAP* - Member  
Prof. Editha G. Cagasan *EGC* - Member  
Dr. Ruben M. Gapasin *RMG* - Member  
Prof. Efren B. Saz *ES* - Member

**R E:** Reconstitution of the University Instructional Materials Review Committee (UIMRC)

In view of the resignation Dr. Perla M. Tan as Chairperson of the CIMRC and the secondment of Dr. Monina M. Escalada to IRRI, the University Instructional Materials Review Committee (UIMRC) is hereby reconstituted with Dr. Dolores L. Alcober as Chairperson and the rest a members. The committee is tasked to review the instructional materials submitted by faculty members with regard to format, style and grammar before final printing and reproduction effective immediately until July 31, 2003 or unless sooner revoked by higher authorities. Furthermore, the committee is also requested to review all sabbatical output submitted for "peer" evaluation if these can be reproduced/printed as references for our students in coordination with the Office of Vice President for Academic Affairs.

Please be guided accordingly.

*Paciencia P. Milan*  
**PACIENCIA P. MILAN**  
President

cc: OVPAA *pral*  
ODCIMO *dr aliz*  
Dr. P. M. Tan *PM*  
Dr. M. M. Escalada *ME*  
Dr. S. B. Bulayog *SB*  
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