



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601

e-mail: opvisca@mozcom.com; website: www.lsu-visca.edu.ph

Office of the President

3 July 2006

MEMORANDUM NO. 122

Series of 2006

T O: All Concerned LSU-Tolosa Campus Faculty and Staff

R E: Reconstitution of Standing Committees and Individual Faculty Designations of LSU-Tolosa Campus for School Year 2006-2007

By virtue of the authority vested in me by the LSU Board of Regents and upon recommendation of the LSU-Tolosa Campus Dean, for the effective administration and management of the Leyte State University – Tolosa Campus, the following Standing Committees are hereby reconstituted along with the Individual Faculty Designations for School Year 2006-2007:

A. Standing Committees

1. Grievance Committee:

Chairperson: Eduardo T. Leros
Secretary: Elvira L. Sabulao
Members: Enriqueta S. Santo
Obdulia G. Camoying
Luzviminda A. Songalia

2. IGP Management:

Chairperson: Francisco L. Camoying
Members: Obdulia G. Camoying (Fish Processing)
Vicente D. Zarsata (Vegetables)
Virginia N. de Asis (Aquaculture)
Hilario R. Daya, Jr. (Coconut & Fruit Trees)

3. Personnel Committee:

Chairperson: Roberta D. Lauzon
Secretary: Elvira L. Sabulao
Members: Obdulia G. Camoying
Luzviminda A. Songalia
Teresita C. Jocson

4. Health, Sanitation and Waste Disposal:

Chairperson: Hilario R. Daya, Jr.
Members: Fe P. Gomez
Danilo D. Leros
Agnes R. Billones
Vicente D. Zarsata

5. STUFAP Management:

Chairperson: Liza M. Palaña
Members: Lelius Catalino V. Apostol
Rosario A. Celajes
Virginia N. de Asis
Mae P. Labata

6. Disposal Committee of Government Property:

Chairperson: Elvira L. Sabulao
Members: Felinita H. Daya
Policarpo N. Duavis

7. Student Disciplinary Tribunal:

Chairperson: Enriqueta S. Santo
Members: Liza M. Palaña
Elvira E. Cinco
Lucila P. Merro
Danilo D. Lerios

8. Socio-Cultural and Sports:

Chairperson: Hildegrada C. Closa
Co-Chairperson: Danilo D. Lerios
Members: Elvira L. Sabulao
Danilo T. Balleras
Oscarlito C. Cinco

9. Curriculum Committee:

Chairperson: Teresita C. Jocson
Members: Obdulia G. Camoying
Luzviminda A. Songalia
Vicente D. Zarsata
Policarpo N. Duavis

10. Sealed Canvass Committee:

Chairperson: Teresita C. Jocson
Secretary: Luzviminda A. de la Cruz
Members: Francisco L. Camoying
Vicente D. Zarsata

11. Planning Committee:

Chairperson: Eduardo T. Lerios
Co-Chairperson: Policarpo N. Duavis
Secretary: Elvira L. Sabulao
Members: Luzviminda A. Songalia
Obdulia G. Camoying
Teresita C. Jocson
Enriqueta S. Santo
Danilo D. Lerios
Vicente D. Zarsata

12. Research Committee:

Chairperson: Teresita C. Jocson
Members: Luzviminda A. de la Cruz
Virginia N. de Asis
Lelius Catalino V. Apostol
Shereen A. Merro

13. Extension Committee:

Chairperson: Obdulia G. Camoying
Members: Francisco L. Camoying
Naomi G. Petronio
Hilario R. Daya, Jr.
Oscarlito C. Cinco

14. Multi-media Committee:

Chairperson: Lelius Catalino V. Apostol
Members: Nelson S. Trinchera
Jane F. Acuin
Luzviminda A. de la Cruz

15. Honors & Awards Committee:

Chairperson: Luzviminda A. Songalia
Members: Obdulia G. Camoying
Teresita C. Jocson
Enriqueta S. Santo
Vicente D. Zarsata

16. College Journal/Publication:

Chairperson: Policarpo N. Duavis
Members: Shereen A. Merro
Lelius Catalino V. Apostol
Jane F. Acuin
Nelson S. Trinchera

17. Landscape & Beautification Committee:

Chairperson: Fe P. Gomez
Members: Hipolito V. Ibañez
Ases G. de Asis
Danilo T. Balleras
Larry M. Mercado

18. College Housing Committee:

Chairperson: Elvira E. Cinco
Members: Norma T. Palaña
Erna M. Carcueva

19. Library Committee:

Chairperson: Ramil T. Reas
Members: Norma T. Palaña
Elvira E. Cinco

20. Scholarship Committee:

Chairperson: Vicente D. Zarsata
Members: Enriqueta S. Santo
Liza M. Palaña
Luzviminda A. Songalia
Obdulia G. Camoying

21. Management & Information Service Accreditation Center (MISAC):

Chairperson: Policarpo N. Duavis
Members:
Area I: Luzviminda A. de la Cruz
(Mission, Goals & Objectives)
Area II: Luzviminda A. Songalia
(Faculty)

- Area III: Obdulia G. Camoying
(Curriculum & Instruction)
- Area IV: Enriqueta S. Santo
(Students)
- Area V: Teresita C. Jocson
(Research)
- Area VI: Francisco L. Camoying
(Extension & Community Involvement)
- Area VII: Ramil T. Reas
(Library)
- Area VIII: Eduardo T. Lerios
(Physical Plant & Facilities)
- Area IX: Agnes R. Billones
(Laboratories)
- Area X: Elvira L. Sabulao
(Administration)

22. Reception Committee:

- Chairperson: Hildegrada C. Closa
- Members: Mae P. Labata
Shereen A. Merro
Lelius Catalino V. Apostol
Reiofeli A. Salas

23. Exhibit and Display Committee:

- Chairperson: Agnes R. Billones
- Members: Shereen A. Merro
Elmer A. Songalia
Virginia N. de Asis
Ramil T. Reas

24. Admission Committee:

- Chairperson: Luzviminda A. Songalia
- Co-Chairperson: Obdulia G. Camoying
- Member: Liza M. Palaña

25. Finance Committee:

- Chairperson: Elvira L. Sabulao
- Members: Felinita H. Daya
Anacorita B. Sacris

26. Food Preparation Committee:

- Chairperson: Naomi G. Petronio
- Members: Obdulia G. Camoying
Virginia N. de Asis

27. Stage Preparation, Décor, Light and Sound Committee:

- Chairperson: Virginia N. de Asis
- Members: Hipolito V. Ibañez
Nelson S. Trinchera
Larry M. Mercado

28. Accommodation Committee – Hall Preparation and Restoration:

- Chairperson: Oscarlito C. Cinco
- Members: Erna M. Carcueva
Francisco L. Camoying
Ases G. de Asis
Larry M. Mercado

B. Individual Faculty Designations:

- | | |
|--|------------------------------|
| 1. College Secretary | - Policarpo N. Duavis |
| 2. Head, Fisheries Department | - Obdulia G. Camoying |
| 3. Head, Education, Arts & Sciences Department | - Luzviminda A. Songalia |
| 4. Head, Office of Student Affairs | - Enriqueta S. Santo |
| 5. Head, Research and Extension | - Teresita C. Jocson |
| 6. Head, Income-Generating Project | - Francisco L. Camoying |
| 7. College Registrar | - Vicente D. Zarsata |
| 8. Assistant College Registrar | - Elvira E. Cinco |
| 9. Fund-sourcing and Liaison Officer | - Danilo D. Leros |
| 10. Records Officer | - Eduardo T. Leros |
| 11. Coordinator, Student Teaching | - Danilo D. Leros |
| 12. Coordinator, On-the-Job Training | - Virginia N. de Asis |
| 13. Coordinator, Extension | - Obdulia G. Camoying |
| 14. Adviser, Supreme Student Council | - Eduardo T. Leros |
| 15. Adviser, Student Electoral Board | - Lelius Catalino V. Apostol |

All office orders/memoranda contrary to this, previously issued by this office or by the Dean of LSU-Tolosa Campus are hereby revoked.

This order shall take effect immediately upon receipt of the concerned.

Please be guided accordingly.


PACIENCIA P. MILAN
President

cc: OVPAA
OVPAF
OVPDEA
ODREx
ODCI
OUS
Deans
Directors
Registrar
HRMDO
Accounting
COA
Cash
Records
File