

March 8, 1988

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MEMORANDUM NO. 28
Series of 1988

SUBJECT: Working Committees and Their Corresponding Chairmen/
Co-Chairmen for Graduation Activities this School
Year 1987-1988

T O: All Concerned

In preparation for graduation day on April 8, 1988,
I hereby appoint the following as Chairmen and Co-Chairmen of
the various important committees whose assistances are vital to
the success of the affair.

May I request the respective Chairmen/Co-Chairmen to
submit the names of their members to the Office of the College
Secretary on or before Wednesday, March 9, 1988 for consolidation
and subsequent issuance of the complete list of the working
committees.

Below are the committees and Chairmen/Co-Chairmen for
the 1988 graduation activities:

- A. Academic Gowns for Speaker/Guests and Faculty
Mr. Dominador A. Laumon, Jr., Chairman
- B. Academic Gowns for Graduating Students
Ms. Lolita A. Zapatos, Chairman
Ms. Elena E. Cabilar, Co-Chairman
- C. Accommodation (FSDP-EI/ATI Dormitories)
Dr. Federico R. Flores, Chairman
Mr. Paul Avila, Co-Chairman
- D. Accommodation (Guest House/International House)
Dr. Lucylen E. Ponce, Chairman
- E. Accommodation (Dormitories for Parents)
Ms. Fe Geneberth Montes, Chairman
Ms. Carmencita Reyes, Co-Chairman
- F. Baccalaureate
Dr. Federico G. Villamayor Jr., Chairman
- G. Campus Tour
Ms. Archil H. Bacareza, Chairman
Ms. Josephine Kintanar, Co-Chairman
- H. Commencement Rites
Prof. Andres F. Duatin, Chairman
Dr. Jose Sal Tan, Co-Chairman
- I. Exhibits
Dr. Manuel K. Palomar, Chairman
Dr. Rolinda L. Talatala, Co-Chairman

Dir. Camilo D. Villanueva, Chairman
Ms. Norma V. Cala, Co-Chairman

- K. Food Preparation
Dr. Lucylen B. Ponce, Chairman
Ms. Rebecca B. Napiere, Co-Chairman
- L. Food Service
Ms. Pacita R. Escalante, Chairman
Ms. Adelaida M. Abit, Co-Chairman
- M. Graduation Ground/Seats/Tables
Prof. Ruben B. Mercado, Chairman
- N. Honors and Awards
Dr. Vicente A. Quiton, Chairman
Dr. Paciencia P. Milan, Co-Chairman
- O. Invitation Issuance
Dr. Jose Sal Tan, Chairman
Ms. Remedios R. Russel, Co-Chairman
- P. Light and Sound System
Prof. Felixberto Canoy, Chairman
- Q. Programs/Invitation/Ribbon (Preparation & Printing)
Prof. Norberto F. Canada, Chairman
Dr. Nerelito P. Pascual, Co-Chairman
- R. Publicity
Dr. Wolfreda Alesna, Chairman
Ms. Archil H. Bacareza, Co-Chairman
- S. Reception (At Guest House for Graduation Speaker & Party)
Prof. Phoebe B. Villanueva, Chairman
- T. Reception (Ushering-Commencement Grounds)
Ms. Beatriz P. Modina, Chairman
Ms. Norma V. Cala, Co-Chairman
- U. Socials (For the Entertainment of Guests)
Prof. Thelma Zafra, Chairman
Ms. Simeon Bernados, Co-Chairman
- V. Stage Preparation/Demolition
Dr. Margarito C. Escalante, Chairman
Engr. Nestor M. Israel, Co-Chairman
- W. Security
Mr. Dominador S. Ugsang, Chairman
Mr. Carlos Cala, Co-Chairman
- X. Steering Committee
Dr. Marianito R. Villanueva, Chairman
President's Advisory Council- Members
- Y. Transportation
Prof. Sergio E. Abit, Chairman
Mr. Juan S. Labra, Co-Chairman

For the necessary funding, each Chairman is expected to prepare the required RIVs and travel requests, if necessary.

For the information, guidance and compliance of all concerned.

C. A. Q. Villanueva
M. R. VILLANUEVA
President