



LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines

Office of the President

2 September 2003

MEMORANDUM NO. 201

Series of 2003

T	O:	Dr. Edgardo E. Tulin	- Chairperson
		Dr. Lina T. Villacarlos	- Vice Chairperson
		Dr. Oscar B. Posas	- Member
		Dr. Edwin A. Balbarino	- Member
		Dr. Pastor P. Garcia	- Member
		Dr. Justino M. Quimio	- Member
		Dr. Remberto A. Patindol	- Member
		Dr. Tomas J. Fernandez, Jr.	- Member
		Prof. Norberto F. Canada	- Member
		Dr. Corazon B. Batoy	- Member
		Ms. Linda N. Mariscal	- Member
		University Secretary	- Ex-Officio Secretary

R E: Reconstitution of the LSU Curriculum Committee

By virtue of the authority vested in me by the LSU Board of Regents and in view of the change in designation of some members, the membership of the LSU Curriculum Committee is hereby reconstituted with Dr. Edgardo E. Tulin as Chairperson, effective immediately until 31 December 2003 or unless sooner terminated or revoked by higher authorities without prejudice to reappointment. The functions of the committee are as follows:

1. To assist the Vice-President for Academic Affairs formulate effective and relevant curricular programs at the graduate and undergraduate levels;
2. To review and recommend actions to the President, through the Vice-President for Academic Affairs, on proposals and revisions of existing graduate and undergraduate curricular programs of the academic units of the main campus before these are endorsed to the Academic Council and other approving bodies for appropriate action;
3. To review and recommend actions to the President, through the Vice-President for Academic Affairs, on proposed graduate and undergraduate curricular programs from the academic units of the main campus and from the external campuses before these are endorsed to the Academic Council and other approving bodies for appropriate action; and

4. To perform other functions that may be assigned by the Vice-President for Academic Affairs and/or the President.

In the absence of the Chairperson, the Vice Chairperson can act in his/her behalf.

This Memorandum shall supercede all orders/memoranda issued earlier on the same subject.

For your information and guidance.


PACIENCIA P. MILAN
President

cc: Dr. E. A. Pilapil
Dr. A. D. Acabal
Prof. M. I. Galinato
OVPAA
OVPAF
OVPRE
ODCIMD
ODAE
OUS
HRMDO
Records
File



LEYTE STATE UNIVERSITY
Office of the Curricular and Instructional Materials Development
Visca, Baybay, Leyte 6521 Philippines

Office of the Director

August 20, 2003

Dr. Paciencia P. Milan
President
Leyte State University
ViSCA, Baybay, Leyte

Thru: Dr. Manuel K. Palomar
Vice President for Academic Affairs

Dear Madam President:


May I request your good office that Dr. Oscar B. Posas would be one of the members in the LSU Curriculum Committee for the following reasons:

1. Being a Chairperson of the LSU Curriculum Committee for more than a year, Dr. Posas can assist the committee in performing the functions particularly in the review of the proposals and revisions of existing graduate and undergraduate curricular programs both in the main and external campuses; and
2. He can help the committee in making actions and recommendation to the President, through the Vice-President for Academic Affairs on proposed graduate and undergraduate curricular programs.


I hope this request merits your favorable consideration and approval.

Thank you and more power.

RECOMMENDING APPROVAL


MANUEL K. PALOMAR
VICE-PRES. FOR ACADEMIC AFFAIRS

Very truly yours,


EDGARDO E. TULIN
Director

APPROVED:


PACIENCIA P. MILAN
PRESIDENT