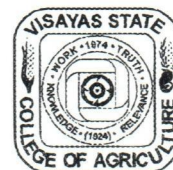


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# VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines

Office of the President



26 February 2001

## MEMORANDUM NO. 51

Series of 2001

T	O:	Dr. Rodolfo G. Escalada	-	Chairman	- R. G. Escalada
		Dr. Lina T. Villacarlos	-	Member	- Lina T. Villacarlos
		Dr. Guindolino R. Gerona	-	Member	- Guindolino R. Gerona
		Dr. Jose R. Pardales, Jr.	-	Member	- Jose R. Pardales, Jr.
		Dr. Tomas J. Fernandez, Jr.	-	Member	- Tomas J. Fernandez, Jr.
		Dr. Felix M. Salas	-	Member	- Felix M. Salas
		Ms. Norma V. Cala	-	Member	- Norma V. Cala
		Dr. Myrna M. Avila	-	Secretary	- Myrna M. Avila

R E: ViSCA Scholarship/Fellowship Awards Committee – Academic Staff

With Dr. Rodolfo G. Escalada as Chairman, Dr. Myrna M. Avila as Secretary and the rest as members, the VSFAC – Academic Staff is hereby reconstituted effective immediately until December 31, 2001. This designation remains valid unless terminated or revoked by the undersigned. The functions of the Committee are as follows:



1. To review regularly and improve, existing policies, rules, standards, general guidelines and practices affecting the scholarship/fellowship program of the College.
2. To assist the Academic Personnel Board in formulating an effective staff development program based on the requirements and staff patterns of the various academic units.
3. To review applications of staff and/or recommendations of department/center heads for all short and long term formal and non-formal trainings/scholarships and sabbatical assignments that require allocation of resources and/or official sanction by the College President and recommend action through the Academic Personnel Board.
4. To schedule annual staff development program based on available college resources.

5. To perform other functions related to scholarship/fellowship that may be assigned by the President.

This memorandum supersedes all other orders/memoranda issued earlier on the same subject.

Please be guided accordingly.

  
**PACIENCIA P. MILAN**  
President

cc: OVPA -   
Dr. P. M. Tan -   
Records  
File