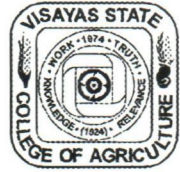


VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines
Office of the President



1 August 2000

MEMORANDUM CIRCULAR NO. 59
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T O: All Academic Department Heads
**R E: Formulation of the Department Instructional Materials
Review Committee (DIMRC)**

You are hereby requested to form an Instructional Material Review Committee in your respective departments to evaluate, review and recommend any instructional materials prepared by your faculty members before submission to College Instructional Material Review Committee (CIMRC) through the ODI for final review and reproduction.

For your guidance.


PACIENCIA P. MILAN
President

cc: OVPAA
ODI
Dept. Heads
Records/File