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Office of the President

24 May 2007

MEMORANDUM CIRCULAR NO. 21
Series of 2007

T O: All Faculty and Staff Concerned

R E: Training Conference Cum Workshop

To give our new and junior faculty members new perspective and competency in specific areas of education and our administrators a macro view of management and leadership in the context of educational organization development and culture in the new millennium, a conference cum workshop is scheduled at FARMI Conference Room on May 28, 2007 for junior faculty members and on May 30 – 31, 2007 for top and middle management. To facilitate and ensure the success of said workshop, the following committees are created.

- 1. Venue and Stage Preparation including AV:**
 - Dr. Fe Gabunada - Chairperson
 - Prof. Winston Tabada - Co-Chairperson
 - Prof. Elizabeth Briones - Member
 - Ms. Evelyn Bestil - Member
- 2. Sounds:**
 - Mr. Luciano Liong - Chairperson
 - Mr. Antonio Abayabay - Member
 - Mr. Clemence Borela - Member
- 3. Documentation:**
 - Dr. Wolfreda Alesna - Chairperson
 - Dr. Rotacio Gravoso - Co-Chairperson
 - Dr. Editha Cagasan - Member
 - Mr. Jesus Freddy Baldos - Member
 - Mr. Genaro Godoy - Member
- 4. Program/Secretariat/Registration:**
 - Dr. Ma. Juliet Ceniza - Chairperson
 - Dr. Alice Acabal - Co-Chairperson
 - Dr. Beatriz Belonias - Member
 - Ms. Lorna Abamo - Member
- 5. Snacks:**
 - Dr. Dolores Alcober - Chairperson
 - Ms. Rebecca Napiere - Co-Chairperson
 - Ms. Lorina Galvez - Member
- 6. Transportation:**
 - Engr. Nestor Israel - Chairperson
 - Mr. Remegio Sanico - Co-Chairperson
 - Mr. Jovenal Belarmino - Member
 - Ms. Honey Sofia Colis - Member
- 7. Venue/Reception of Participants:**
 - Dr. Lualhati Noriel - Chairperson
 - Dr. Marilyn Belarmino - Co-Chairperson
 - Prof. Reny Gerona - Member

8. **Facilitators:**
 - Dr. Manuel Palomar
 - Dr. Jose Bacusmo
 - Dr. Jose Alkuino, Jr.
 - Chairperson
 - Co-Chairperson
 - Member
9. **Workshop Coordinator:**
 - Dr. Manuel Palomar
 - Dr. Edgardo Tulin
 - Chairperson
 - Co-Chairperson
10. **Certificate of Appreciation and Participation:**
 - Ms. Cecil Joy Duatin
 - Ms. Diana Acedilla
 - Ms. Redempta Soria
 - Chairperson
 - Member
 - Member
11. **Steering Committee:**
 - Dr. Paciencia Milan
 - Dr. Manuel Palomar
 - Dr. Edgardo Tulin
 - Chairperson
 - Co-Chairperson
 - Member

Your usual cooperation is enjoined.


PACIENCIA P. MILAN
President