

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

OFFICE OF THE PRESIDENT

June 20, 1995

MEMORANDUM NO. 77
Series of 1995

T O: Department/Office/Center Heads

SUBJECT: Search Committee in the Selection of Department/Office/
Center Heads

As approved by the VISCA Board of Trustees under Resolution No. 25, series of 1995, the Search Committee is hereby organized in accordance with the Modified Scheme in the Selection of Department/Office/Center Heads as follows:

Dr. Vicente A. Quiton
Dr. Nerelito P. Pascual
Prof. Sixto P. Sandoval
Prof. Roque C. de Pedro, Jr.
Faculty or Administrative Staff Representative
Representative from outside of VISCA

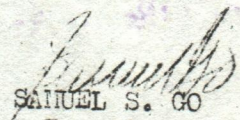
Dr. Vicente A. Quiton shall serve as Chairman in the selection of department heads and center directors, while Dr. N. P. Pascual shall automatically serve as Vice Chairman. On the other hand, Dr. N. P. Pascual shall be the Chairman with Dr. V. A. Quiton as Vice Chairman in the selection of Administrative office heads. Prof. Roque C. de Pedro shall serve as Search Committee secretary.

The committee shall formulate the selection criteria before the start of the selection process.

Attached herewith is an excerpt of the approved resolution for information and guidance.

All previous memoranda and orders inconsistent herewith are hereby modified or repealed accordingly.

This memorandum shall take effect immediately and shall remain in force unless revoked by the College President or higher authorities.


SAMUEL S. GO
President

cc: Records

EXCERPT FROM THE APPROVED MINUTES OF THE 128TH VISCA
BOARD OF TRUSTEES MEETING HELD ON MARCH 28, 1995
AT VISCA, BAYBAY, LEYTE

ATTENTION: Members, Executive Committee
Records

Board Resolution No. 25, s. 1995

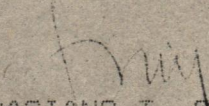
Approving Scheme 5, the Modified Scheme in the Selection of Department/Office/Center Heads. The Search Committee is organized with representation from outside of the agency. The nominees shall be grouped as Group A, B and C and there must be an established criteria in the classification of nominees. The search committee will not rank the nominees but will submit to the College President the list of nominees by groups. Nominees in each group are arranged in alphabetical order. The committee will certify that the nominees qualify and meet the criteria. The College President shall select first from the nominees in Group A to be designated as Department/Office/Center Head and may proceed to Group B or C in the event that Group A nominees turn down the designation.

This shall take effect immediately subject to pertinent policies.

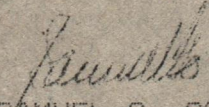
Board Action: APPROVED

Date: March 28, 1995

SIGNATURE:


PACIANO T. QUIROL
Board Secretary

NOTED:


SAMUEL S. GO
President