

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte
Office of the President

April 25, 1996

MEMORANDUM NO. 54
Series of 1996

T O: Dr. Ramon S. Laguna

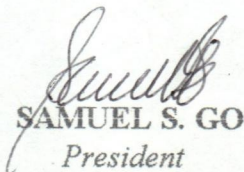
SUBJECT: Designation as Officer-in-Charge

You are hereby designated Officer-in-Charge of the Department of Agricultural Economics and Agribusiness (DAEA) vice Dr. Jose M. Alkuino, Jr. who requested that he be relieved of the headship of DAEA.

This shall take effect on May 16, 1996 until revoked by the undersigned or until the designation of a new department head.

As OIC, you are entitled to the privileges attached to the position subject to the availability of funds and college policies.

Please be guided accordingly.


SAMUEL S. GO
President

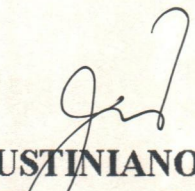
CC: Dept./Center/Office/Unit Heads
Dr. Jose M. Alkuino, Jr.
COA
Records

Visayas State College of Agriculture
Baybay, Leyte

1st Indorsement
22 April 1996

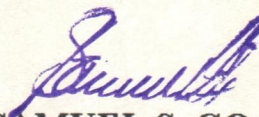
Respectfully forwarded to Dr. Samuel S. Go, ViSCA President, favorably endorsing the request of Dr. Jose M. Alkuino, Jr. that he be relieved of the headship of the Department of Agricultural Economics and Agribusiness and that a new head be appointed for the reasons stated in his basic communication hereto attached.

Of the three possible replacements (please see attached), the choice of the Office of the Director of Instruction is Dr. Ramon S. Laguna.




JUSTINIANO L. SEROY
Director of Instruction

Approved:



SAMUEL S. GO
President



DEPARTMENT OF AGRICULTURAL ECONOMICS AND AGRIBUSINESS

April 18, 1996

Dr. Samuel S. Go
President
Visayas State College of Agriculture
Baybay, Leyte

Through: The Director of Instruction

Dear Mr. President:

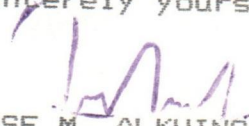
This is to inform your office that I have been holding the headship of the Department of Agricultural Economics and Agribusiness for more than ten years already. During the beginning of my 3-year term, I promised my staff that I will hold on to the position for only 1 term but I was reappointed twice since then. So I think it is about time that a new head will be appointed to give chance to the other staff in the department to gain some administrative experience and introduce innovations in running the department.

In this connection, I am recommending three possible replacements namely:

1. Prof. Pedro Armenia
2. Dr. Leonila S. Parrilla
3. Dr. Ramon S. Laguna

Thank you for your trust in me and may God Bless you. I wish you all the success for the rest of your Presidency.

Sincerely yours,


JOSE M. ALKUINO JR.
Department Head