



9 February 2018

MEMORANDUM NO. 122

Series of 2018

T O: All Concerned

R E: Seminar-Workshop on "Coaching for Effective Performance"

One of the very important functions of the Heads of Units is the conduct of coaching of its employer for effective performance especially among the academic department heads and unit heads who are always required by the Academic Personnel Board to coach their faculty members. Unfortunately, the heads always claim their lack of skill to effectively perform the coaching functions to minimize the negative comments from students on the teaching effectiveness of his/her faculty member. Thus, we will be conducting a Seminar-Workshop on Coaching for Effective Performance on February 22-23, 2018 at the 2nd Floor CCE Building.

Ms. Jocelyn Linsao-Ng, of the Civil Service Institute, Civil Service Commission, one of the topnotch expert trainer of the Civil Service Institute of the Civil Service Commission in coaching and mentoring for performance effectiveness whose calendar is already full until the 3rd quarter of the year was able to insert in her busy schedule VSU's request for her services.

In view of this, the following College Deans/Directors/Academic Department Heads/Unit Heads are requested to participate in this very important activity:

1. Dr. Julius V. Abela, DAS
2. Dr. Berta C. Ratilla, DA
3. Dr. Deejay S. Maranguit, DSS
4. Prof. Jesusito L. Lim, DPM
5. Dr. Ivy C. Emnace, DFST
6. Dr. Christina A. Gabrillo, DDC
7. Dr. Rosario A. Salas, DOH
8. Dr. Luz O. Moreno, DPBG
9. Dr. Antonia Cecilia Y. Sandoval, DAEE
10. Prof. Climaco D. Espina Jr., DMP
11. Dr. Norberto E. Milla, DS
12. Prof. Jacob Glenn F. Jansalin, DoPAC
13. Dr. Guiraldo C. Fernandez, Jr., DLABS
14. Dr. Analyn M. Mazo, DBS
15. Dr. Ma. Theresa P. Loreto, DBiotech
16. Dr. Lijueraj J. Cuadra, DTE
17. Dr. Rosario P. Abela, VLHS
18. Dr. Rizalina D. Truya, Senior High
19. Engr. Diana Christa G. Milloza, DGE
20. Prof. Epifania G. Loreto, DCE



21. Prof. Arturo IT. Tambong, DAEng
22. Engr. Celso F. Gumaod, DME
23. Prof. Winston M. Tabada, DCST
24. Dr. Dennis P. Peque, DFS
25. Dr. Marlito Jose M. Bande, ITEEM
26. Dr. Moises Neil V. Seriño, DOE
27. Dr. Antonio P. Abamo, DBM
28. Dr. Nancy V. Dumaguing, DCHM
29. Prof. Maria Aurora Teresita W. Tabada, ISRDS
30. Ms. Jesusa M. Magno, CON
31. Dr. Eugene M. Lañada, CVM
32. Dr. Manuel S. Rona, Alang-alang
33. Dr. Alberto L. Carillas, Isabel
34. Dr. Obdula G. Camoying, Tolosa
35. Dr. Merlita D. Veloso, Villaba
36. Dr. Victor B. Asio, CAFS
37. Ms. Alicia M. Flores, SPPMO
38. Dr. Josephine O. Zafico, VSU Infirmary
39. Engr. Sean O. Villagonzalo, UCO
40. Ms. Teresita L. Quiñanola, PRPEO
41. Ms. Louella C. Ampac, ODF
42. Ms. Erlinda S. Esguerra, Accounting Office
43. Ms. Corazon U. Nuevo, Cash Division
44. Ms. Andreli D. Pardales, Library
45. Mr. Eliezar L. Velasco, Registrar
46. Dr. Anabella B. Tulin, OGS
47. Dr. Erlinda S. Vasquez, PhilRootcrops
48. Dr. Ma. Juliet C. Ceniza, NCRC
49. Dr. Feliciano G. Sinon, NARC
50. Dr. Romel B. Armecin, Eco-Farmi
51. Ms. Asteria A. Sevilla, Records
52. Engr. Marlon G. Burlas, GSD
53. Engr. Mario Lilio P. Valenzona, GSD
54. Prof. Manolo B. Loreto, Jr., USSO

To ensure that the participants can attend this two-day activity and be issued the certificate of attendance, you are required to designate an Officer-in-Charge in your respective offices to run the affairs in your absence. Lunch will also be provided.

For compliance.


EDGARDO E. TULIN

✚ President