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VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

APPROVED
MINUTES OF THE 54TH (REGULAR) MEETING OF THE VISCA
BOARD OF TRUSTEES HELD ON JUNE 7, 1983
AT THE FSTL CONFERENCE ROOM
MECS, METRO MANILA



DECISIONS/AGREEMENTS MADE BY THE BOARD OF TRUSTEES ON THE
 MINUTES OF THE 54TH REGULAR MEETING HELD ON JUNE 7, 1983
 BOARD OF TRUSTEES HELD ON JUNE 7, 1983
 AT THE PSIL CONFERENCE ROOM
 ITEMS MECS, METRO MANILA

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1. RESOLUTION NO. 20, s. 1983

Curricular Proposal: Master of Agricultural
 Development Education (MAgDev) 4
 Hon. Abraham I. Tolosa, Jr. Vice Chairman
 Deputy Minister
 Ministry of Education, Culture and Sports

2. RESOLUTION NO. 21-A, s. 1983

Appointment of ten (10) new recruit personnel 5
 Hon. F. A. Bernardo Vice Chairman
 College President
 Visayas State College of Agriculture

3. RESOLUTION NO. 21-B, s. 1983

Appointment of three (3) personnel for
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 Hon. Jose M. Lawas Member
 Asst. Dir. for General
 MECS, Pasig
 Metro Manila

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 Asst. Dir. for General
 MECS

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 2. Editor, Annals of Tropical Research 21
 3. Head, Plant Protection Department 22
- MECS, Metro Manila

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 Hon. Felino, the presiding officer, called the meeting to order at
 5:00 pm.

Preliminary Matters:

A. Approval of Agenda

The agenda were approved as presented.

B. Brief Report of the College President:

1. ViSCA New Varieties of Sweet Potato

President Bernardo gladly informed the Board that
 the Philippine Seedboard has recently approved three new



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MINUTES OF THE 54th (REGULAR) MEETING OF THE ViSCA
BOARD OF TRUSTEES HELD ON JUNE 7, 1983
AT THE FSTL CONFERENCE ROOM
MECS, METRO MANILA

Present:

Hon. Abraham I. Felipe
Deputy Minister
Ministry of Education, Culture and Sports

Presiding

Hon. F. A. Bernardo
College President
Visayas State College of Agriculture

Vice Chairman

Hon. Jose M. Lawas
Asst. Director-General
ICEDA, Pasig
Metro Manila

Member

Also Present:

Dr. Vedasto G. Suarez
Assistant Minister
MECS

Representative

Mr. John S. Imlan
Officer-in-Charge
PASUC Secretariat
MECS, Metro Manila

Representative

Called to Order:

Hon. Felipe, the presiding officer, called the meeting to order at

10:52 pm.

Preliminary Matters:

A. Approval of Agenda

The agenda were approved as presented.

B. Brief Report of the College President:

1. ViSCA New Varieties of Sweet Potato

President Bernardo gladly informed the Board that
the Philippine Seedboard has recently approved three new



varieties of sweet potato bred at the Visayas State College
of Agriculture. Seed pieces of these sweet potato hybrids
are now ready for multiplication and distribution.

2. National Symposium on Coco-based Farming System

Initiated by ViSCA, a four-day national symposium on
coco-based farming system was held in the College and
attended by personnel of the PCA, PCARRD, PCRDF, MA and
ViSCA. The symposium was a success.

3. ViSCA Receives PAEDA Award

The Philippine Agricultural Economics and Development
Association (PAEDA) Inc., on the occasion of its 29th annual
meeting last June 10, presented a special award to ViSCA in
recognition of its efforts and invaluable contributions to
research promotion, planning and implementation and socio-
economic uplift of the small farmers in the Visayas.

4. Proposal for Agro-based Industries

Pres. Bernardo informed the Board that the JICA is
encouraging ViSCA to submit a proposal on agro-based
industries, a project which needs the endorsement of NEDA.
Asst. Director General Lawas assured Pres. Bernardo of
NEDA's support to the said program.

5. Flexihomes for ViSCA Staff

The College President told the Board that he encouraged
the ViSCA staff to buy Flexihome buildings for their homes -
to enable them to be "better-rooted" at ViSCA. "The idea to



sub-divide a portion of the campus for lease is under study," Dr. Bernardo said.

6. Bangladesh Invitation

The Bangladesh government is inviting Dr. Bernardo to help that developing country review and redirect its national agricultural research system. He is expected to be away for a period of some six (6) weeks; hence, the request for Board clearance.

The Board had no reason to object his going to Bangladesh. The leave was to start June 16 to end July 31, 1983.

Ratification/Approval of the Minutes of the Previous Meeting

The minutes of the meeting on June 7, 1983, were approved without corrections.

Matters Arising from the Approved Minutes:

1. Master's Degree Program

Dr. Vedasto G. Suarez inquired about the offering of a new master's degree program but the discussion was deferred for awhile because the proposal on this matter was a part of the main agenda.

Approval/Ratification/Confirmation

1. Academic Matters:

1. Curricular Proposal: Master of Agricultural Development Education (MAgDev)



The proposed Master of Agricultural Education program, 1
as passed and recommended by the ViSCA Academic Council, is 2
intended mainly for employees of government agencies involved 3
in extension or community development work, agricultural 4
school administrators or their secondary agriculture teachers 5
who will not usually be involved in research after graduation. 6

The major fields of specialization under the MAgDev 7
program include both social and technical fields such as 8
(1) Agronomy, (2) Plant Protection, (3) Entomology, (4) Plant 9
Pathology, (5) Agricultural Education, and (6) Agricultural 10
Extension. Other major fields may be proposed later as the 11
need arises, such as: Agricultural Economics, Animal Science, 12
Behavioral Science, Development Communication, Horticulture, 13
and Language Teaching in Agro-Technical Schools. 14

After ascertaining that this is a revised curricular 15
offering in lieu of the existing Master of Agricultural 16
Development Education (MADE), a non-thesis program, the 17
Board passed the following resolution: 18

RESOLUTION NO. 20, s. 1983 19

Approving the revision of curricular requirements for 20
the MADE, the non-thesis masteral degree program, and 21
renaming it Master of Agricultural Development (MAgDev), 22
and allowing the college to implement the same starting 23
on the First Semester, School Year 1983-1984. Appendix A 24

APPROVED 25



Administrative Matters

1. Appointment of Personnel:

The appointment of personnel included ten (10) new recruits, three (3) for permanent status, three (3) for upgrading of positions, and three (3) under designations.

All recommendations for recruitment, promotion or upgrading of positions were passed by the Academic Personnel Board and the ViSCA Selection Board.

The Board passed:

RESOLUTION NO. 21-A, s. 1983

Confirming the appointment of the following:

1. Mr. Felix J. Amestoso, as temporary Instructor at P15,624.00 p.a., effective June 1, 1983;
2. Mr. Lemuel M. Diamante, as temporary Instructor at P15,624.00 p.a., effective June 1, 1983;
3. Mr. Winston M. Tabada, as temporary Instructor at P15,624.00 p.a., effective June 1, 1983;
4. Mr. Manuel E. Casangcapan, as temporary Instructor at P15,624.00 p.a., effective June 1, 1983;
5. Mr. Vicente A. Fornolles, as temporary Instructor at P15,624.00 p.a., effective June 1, 1983;
6. Mr. Danilo T. Campos, as temporary Instructor at P15,624.00 p.a., effective June 1, 1983;
7. Mr. Arthur Q. Villordon, as temporary Instructor at P15,624.00 p.a., effective June 1, 1983;
8. Mr. Bimbo T. Mandras, as temporary Instructor at P20,580.00 p.a., effective May 4, 1983;
9. Ms. Judith B. Uy, as temporary Instructor at P12,516.00 p.a., effective May 9, 1983; and
10. Ms. Velma A. Petarque, as permanent Clerk I at P5,382,000 p.a., effective May 1, 1983.

The appointments had been passed by the Selection/Promotion Board for Non-Academic position and the Academic Personnel Board for Academic positions.

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RESOLUTION NO. 21-B, s. 1983

Confirming the promotion and appointment for permanent status of the following:

1. Teresita A. Lao, as permanent Clerk II, effective May 1, 1983;
2. Ms. Carmel Mari S. Lao as permanent Bookkeeper II effective May 16, 1983; and
3. Dr. Perla M. Tan as Associate Professor effective June 1, 1983

The appointments for promotion and permanent status passed the Academic Personnel Board/VISCA Selection and Promotion Board. Appendix B

APPROVED

RESOLUTION NO. 21-C, s. 1983

Approving the upgrading of positions of the following:

1. Mr. Alan L. Presbitero, from Instructor I to Instructor IV
2. Mrs. Lydia V. Presbitero from Instructor I to Instructor IV
3. Mr. Andresito D. Acabal from Instructor I to Instructor IV.

Effectivity: Date of completion or reported to duty, whichever is later.

Appendix B

APPROVED

RESOLUTION NO. 21-D, s. 1983

Approving the designation of the following:

1. Dr. Vicente A. Quiton as Officer-in-Charge of Graduate Studies, effective May 16, 1983 until May 31, 1985;
2. Dr. Rolinda L. Talatala as Editor, Annals of Tropical Research, vice Dr. Manuel K. Palomar, effective May 16, 1983 with honorarium at P500.00 per issue, subject to availability of funds; and
3. Dr. Nelson M. Esguerra as Head, Department of Plant Protection, effective May 16, 1983 with monthly honorarium of P400.00, subject to availability of funds and COA rules. Appendix B

APPROVED



2. ERHS 1983 Summer Budget

The summer budget of the Experimental Rural High School (ERHS) includes honorarium for Instructors, supplies and materials for classes in Practicum and honorarium for Instructors who handled other summer class in the high school, amounting to P2,280.00 and P3,863.24, respectively. Appendix C

The Board passed:

RESOLUTION NO. 22, s. 1983

Approving in toto the 1983 Summer Budget of the ERHS practicum and other high school classes. Appendix C

APPROVED

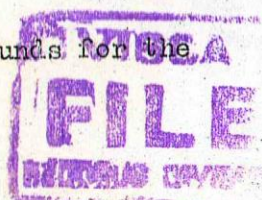
3. Financial Assistance to Families of Deceased Emergency Personnel

A proposal was presented recommending financial assistance of P2,000.00 to the family of an emergency laborer who dies while on duty in any of the projects of ViSCA, provided, the employee has served the College at least six months prior to death, chargeable to Charity Funds. Appendix D

After verifying that the College has funds for the purpose, the Board passed:

RESOLUTION NO. 23, s. 1983

Approving the recommendation authorizing the ViSCA College President or his duly authorized representative to approve the payment of the amount of TWO THOUSAND PESOS (P2,000.00) to the family of any emergency personnel who



dies while in actual duty in any of the projects of the College, provided, the employee has served VISCA for at least six (6) months, chargeable to charity funds, effective January 1, 1983, subject to availability of funds and the usual accounting and auditing procedures and rules.

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APPROVED

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There being no other matter to discuss, the presiding officer adjourned the meeting at 1:23 p.m.

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CERTIFIED TRUE AND CORRECT:

Andres F. Duatin
ANDRES F. DUATIN
Secretary

ATTESTED:

ABRAHAM I. FELIPE
Presiding Officer



Appendix A

MASTER OF AGRICULTURAL DEVELOPMENT EDUCATION (MAgDev)

At present, the College is offering two masteral degree programs, namely: Master of Science (M.S.) with majors in Ag. Education, Ag. Extension, Plant Protection, Entomology, Plant Pathology, Agronomy and Master of Agricultural Development Education (MADE). The first program, which requires a thesis, is intended for graduate students who need not only more advanced knowledge but also adequate research training in their areas of specialization. These are usually employees of research centers and teachers of academic institutions with triple functions of instruction, research and extension. The second program, which does not require a thesis is intended for employees of government agencies involved in extension or community development work, agricultural school administrators or their secondary agriculture teachers who will not usually be involved in research after graduation.

During the First Regional Agricultural Education Conference held in VISCA in summer 1982, most of the heads of agricultural schools in Regions VII and VIII who attended would like VISCA to offer also the non-thesis program in the technical fields for two reasons:

1. Some of their agriculture teachers will not be given research responsibilities even after completing their masteral studies. Instead, they will be assigned to teach more advanced subjects or handle crop or animal production projects such that they would benefit more from taking additional technical courses or undergoing a field practice than from conducting a thesis. It is believed that for these teachers, the research experience that they will gain from the conduct of the experiments



in the laboratory exercises of the various graduate courses that they will take will adequately meet their needs.

2. The usual cause of delay in earning a masteral degree is the completion of a thesis research. Since the school administrators would like their teachers to finish their graduate studies within the shortest time possible, they would then opt for a non-thesis program.

It should be mentioned also that academic institutions offering graduate degree programs spend much resources (materials and staff expertise) for thesis research. Since these resources are generally limited, it would be most advantageous then for the institution offering graduate education if these resources are availed of by students who would really make good use of the research training that they would acquire.

The degree (M Ag Dev) reflects the desire of ViSCA to offer a development oriented masters degree program. The graduates of M Ag Dev can be distinguished from the MS graduates in the following aspects:

1. The graduates are mainly users of research products rather than participants in the research process. They are oriented toward the systematic solution of field problems through the application of information generated from research.
2. The graduates have a good grasp of rural development problems strengthened by a common core of courses in agricultural and rural development.

The major fields of specialization under the M Ag Dev Program are as follows:

- | | | |
|---------------------|--------------------|---------------------------|
| 1. Agronomy | 3. Entomology | 5. Agricultural Education |
| 2. Plant Protection | 4. Plant Pathology | 7. Agricultural Extension |



Other major fields, either social or technical, may be proposed later as the need arises, such as; Agricultural Economics, Animal Science, Behavioral Science, Development Communication, Horticulture, and Language Teaching in Agro-Technical Schools.

The existing MADE program with majors in Agricultural Education and Agricultural Extension will be abolished in favor of the M Ag Dev program which also provides specializations in Agricultural Education and Agricultural Extension. Henceforth, ViSCA shall be offering two masteral degree programs: the MS program (with thesis) and the M Ag Dev program (without thesis).

POLICIES AND IMPLEMENTING GUIDELINES

All the rules, policies and guidelines for the implementation of the existing MS degree program will also apply to the M Ag Dev Program, except in the following:

A. Distribution of Units

	<u>MS Degree (w/thesis)</u>	<u>M Ag Dev (non-thesis)</u>
1. Minimum total no. of units	30	36
2. Distribution of units		
a. Core Courses	-	6
b. Major fields: Courses	15	19
Thesis	6	-
Special Problem	-	2
c. Minor field	9 (in 1 field)	9 (in 1 field)
3. Maximum number of units of undergraduate major courses to be credited*	6	9

*Provided that such courses have not already been credited towards an earned undergraduate degree.

II. CORE COURSES FOR THE M Ag Dev PROGRAM

All students in the M Ag Dev Program shall be required to take six (6) units of core courses in order to meet the following instructional objectives:

1. To develop a holistic understanding of agricultural and rural development.
2. To have a good grasp of rural development issues and problems.
3. To familiarize the students with the major rural development approaches.
4. To make the students aware of the socio-cultural, economic, and bio-physical factors affecting agricultural and rural development.

The required core courses, with their course descriptions, are as follows:

Ag Dev 201 -- RURAL DEVELOPMENT THEORIES AND APPROACHES. Concepts, theories and approaches in rural development and their applications in planning and designing rural development programs in the Philippines.

3 hrs. a week (lec.)

Credit: 3 units

Justification:

Students pursuing a course in agricultural development must have basic understanding of the concept of rural development. They must also be exposed to the different theories of rural development and their practical implications for designing rural development strategies suited to developing countries. This will help them fit their fields of specialization to the overall goals of rural development.

Ag Dev 202 -- PROBLEMS AND ISSUES IN AGRICULTURAL AND RURAL DEVELOPMENT. Social, economic, technological and bio-physical problems and issues in agricultural and rural development with emphasis on the Philippine setting.

3 hrs. a week (lec.)

Credit: 3 units

Justification:

Knowledge and understanding of major problems and issues in rural development are essential to the proper design and development of rural development programs. Many development programs are ineffective because implementors fail to take into consideration the needs and problems of the target population.

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Appointments of College Personnel for ConfirmationI - RecruitmentA. Dept. of Agricultural Chemistry & Food Science

- | | |
|--|---|
| 1. Mr. Felix J. Amestoso
BS in Ag. Engineering
ViSCA 1983
Age: 22 yrs. old | Instructor
Salary: P15,264.00 p.a.
Effectivity: June 1, 1983
Status: Temporary |
| 2. Mr. Lemuel M. Diamante
BS in Ag. Engineering
ViSCA 1983
Age: 21 yrs. old | Instructor
Salary: P15,264.00
Effectivity: June 1, 1983
Status: Temporary |

B. Dept. of Agricultural Engineering & Applied Mathematics

- | | |
|---|---|
| 3. Mr. Winston M. Tabada
BS in Ag. Engineering
ViSCA 1983
Age: 27 yrs. old | Instructor
Salary: P15,264.00 p.a.
Effectivity: June 1, 1983
Status: Temporary |
| 4. Mr. Manuel E. Casangcapan
BS in Ag. Engineering
ViSCA 1983
Age: 22 yrs. old | Instructor
Salary: P15,264.00 p.a.
Effectivity: June 1, 1983
Status: Temporary |
| 5. Mr. Vicente A. Fornolles
BS in Ag. Engineering
ViSCA 1983
Age: 21 yrs. old | Instructor
Salary: P15,264.00 p.a.
Effectivity: June 1, 1983
Status: Temporary |
| 6. Mr. Danilo T. Campos
BS in Ag. Engineering
ViSCA 1983
Age: 22 yrs. old | Instructor
Salary: P15,264.00 p.a.
Effectivity: June 1, 1983
Status: Temporary |

C. Dept. of Plant Breeding & Agricultural Botany

- | | |
|--|---|
| 7. Mr. Arthur Q. Villordon
BS in Agriculture (Plant Breeding)
ViSCA 1983
Age: 20 yrs. old | Instructor
Salary: P15,264.00 p.a.
Effectivity: June 1, 1983
Status: Temporary |
|--|---|

D. Dept. of Plant Protection

- | | |
|--|--|
| 8. Mr. Bimbo T. Mandras
MS in Entomology
UPLB 1983
Age: 30 yrs. old | Instructor
Salary: P20,580.00 p.a.
Effectivity: May 4, 1983
Status: Temporary |
|--|--|

ViSCA
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HUMAN DIVISION

E. Center for Social Research in Small Farmer Development

9. Miss Judith B. Uy	Science Research Associate I
BS in Agriculture	Salary: P12,516.00 p.a.
UPLB 1981	Effectivity: May 9, 1983
Age: 25 yrs. old	Status: Temporary

F. Infirmary

10. Miss Velma A. Petargue	Clerk I
BS in Commerce	Salary: P5,382.00 p.a.
Univ. of San Carlos 1980	Effectivity: May 1, 1983
Age: 27 yrs. old	Status: Permanent

For Promotion and Permanent Status

1. Miss Teresita A. Lao	Clerk II
BS in Business Administration	Personnel Office
No. of yrs. in the position - 4 yrs.	Effectivity: May 1, 1983
Performance Rating - Very Satisfactory	
Present Position - Clerk I	
2. Miss Carmel Mari S. Lao	Bookkeeper II
BS in Business Administration	Accounting Division
No. of yrs. in the position - 1 yr.	Effectivity: May 16, 1983
Performance Rating - Very Satisfactory	
Present Position - Accounting Clerk I	
3. Dr. Perla M. Tan	Associate Professor
Ph.D. in Language Teaching	Arts & Letters
No. of yrs in the position - 1 yr.	Effectivity: June 1, 1983
Performance Rating - Very Satisfactory	

III - Upgrading of Academic Personnel

	<u>Name</u>	<u>Highest Degree</u>	<u>Present Rank</u>	<u>Upgraded Rank</u>
1.	Alan L. Presbitero	Master of Eng'g.	Instructor I	Instructor IV
2.	Lydia V. Presbitero	MS Statistics	Instructor I	Instructor IV
3.	Andresito D. Acabal	MS Ag. Chemistry	Instructor I	Instructor IV

Effectivity: Date of completion or reported to duty whichever is later.

IV - Designations

1. Dr. Vicente A. Quiton	- Officer-In-Charge, Graduate Studies
Edd Ag. Education	Effectivity: May 16, 1983 until May 31, 1985
Univ. of Illinois 1970	
2. Dr. Rolinda L. Talatala	- Editor, Annals of Tropical Research
PhD in Agronomy	Effectivity: May 16, 1983
UPLB 1981	Honorarium: P500.00 per issue
	Vice Dr. Manuel K. Palomar
3. Dr. Nelson M. Esguerra	- Head, Dept. of Plant Protection
PhD in Entomology	Effectivity: May 16, 1983
Univ. of Hawaii, USA 1979	Honorarium: P400.00 per month

NOTE: All recommendations for recruitment, promotion or upgrading were passed by the Academic Personnel Board/VISCA Selection and Promotion Board.

BOARD ACTION: APPROVED
Date: JUNE 7, 1983

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JUNE 15 1983

Appendix C

BUDGET FOR 1983 PRACTICUM CLASSES

Income:

Practicum fee of ₱30/student x 76	-	₱2,280.00
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Expenses:

Honorarium of 4 instructors and 1 coordinator @ ₱350/each	-	1,750.00
Supplies and materials	-	230.00
Miscellaneous	-	300.00
		<hr/>
TOTAL		₱2,280.00

Prepared by:

(SGD.) FEDERICO R. FLORES
Principal, ERHS

A TRUE COPY:


O. M. BETONIO, JR.
Clerk, OC/BS

VTSCA
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MIRALDO B. BAYAN

April 14, 1983

Pres. F. A. Bernardo
ViSCA, Baybay, Leyte

Thru: Dr. Eliseo R. Ponce
Director of Instruction

S i r :

This is with reference to the offering of practicum course to promoted third year students as required in the curriculum of the ERHS. The practicum classes are held during the summer vacation. This practicum classes this summer and the teachers are as follows:

Mr. Ignacio Masendo	-- Poultry Production
Mrs. Librada Dean	-- Poultry Production
Mrs. Jovita Dabuet	-- Clothing/Textile
Mr. Paulino Aniceto	-- Plant Propagation
Mrs. Aurora Mercado	-- Foods
Mrs. Felisa A. Flores	-- Coordinator

There are 76 students enrolled and each paying ₱30.00. The instructor teaching the practicum classes are given an honorarium of ₱350.00 each.

May we request, therefore, for the approval of their appointment as teachers in the practicum classes.

We hope for a favorable action on this request.

Very truly yours,

(SGD.) FEDERICO R. FLORES
Principal, ERHS


Recommending Approval:

(SGD.) ELISEO R. PONCE
Director of Instruction

APPROVED:

(SGD.) F. A. BERNARDO
President

A TRUE COPY:


O. M. BETONIO, JR.
Clerk, OC/BS



May 9, 1983

Pres. F. A. Bernardo
ViSCA, Baybay, Leyte

Sir :

This is in compliance with your requirement regarding the granting of honorarium to high school instructors teaching summer classes.

For this purpose, we are proposing, with modifications, the provisions of OCPC Guidelines No. 5-77. The prime hourly teaching rate is the same as that of the OCPC guideline. The proposal is as follows:

$$1. \text{ Prime Hourly Teaching Rate} = \frac{\text{Annual Rate}}{1600 (u)} \times 1.25^{(t)} \\ = .000781 \text{ AR}$$

Where:

1600 (u) = total yearly teaching hours assumed to be 40 hours/week x 40 weeks. This includes actual teaching, preparation and correcting test papers.

1.25^(t) = 125% of the teacher's remuneration for services in excess of actual teaching hours.

2. Computation of Number of Hours

Example:

Subject	Required No. of hrs. for 30 days	Equivalent No. of credit hrs.
Mathematics 1, 1 unit (3 hours a week)		
3 hours lecture	- 90	- 90 x .33 = 30

Where:

.33 = the equivalent credit unit for high school subjects which is only 1 unit or one third of a 3 unit course in college.

ViSCA
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3. Teaching Honorarium

	Annual Salary	PHTR	No. of credit hours	Amount
a. R. H. Arpilleda	20,580.00	16.07	60	₱964.20
b. R. C. Licayan	16,860.00	13.17	60	790.20
c. I. C. Taganas	20,580.00	16.07	30	482.21
d. P. O. Marquez	20,580.00	16.07	30	482.21
e. C. T. de la Calzada	20,580.00	16.07	30	482.21
f. T. V. Pagalan	20,580.00	16.07	30	482.21
				<u>₱3,863.24</u>

Attached please find the budget for this summer term

We hope for the approval of this proposal.


Very truly yours,

(SGD.) FEDERICO R. FLORES
Principal, ERHS

APPROVED:

F. A. BERNARDO
President

A TRUE COPY:


O. M. BETONIO, JR.
Clerk, OC/BS



BUDGETARY REQUEST FOR ERHS 1983 SUMMER CLASSES

A. SOURCE OF INCOME

1. Registration Fee (P5.00 x 67)	-	335.00
2. Tuition Fee (P40.00 x 79*)	-	3,160.00
3. Miscellaneous Fee (P5.00 x 67)	-	335.00
TOTAL	-	<u>P3,830.00</u>

B. EXPENDITURES

a. Personal Services

1. One (1) instructor with 60 credit hrs x 16.07 PHTR	-	964.20
2. One (1) instructor with 60 credit hrs x 13.17 PHTR	-	790.20
3. Four (4) instructors with 30 credit hrs x 16.07 PHTR	-	1,928.84

b. Instructional supplies (for summer session only)	-	<u>146.76</u>
TOTAL	-	<u>P3,830.00</u>

There are 12 students who are enrolled in two subjects.

PREPARED BY:

(SGD.) FEDERICO R. FLORES
Principal, ERHS

APPROVED:

(SGD.) F. A. BERNARDO
President



Appendix D

PROPOSAL TO EXTEND FINANCIAL ASSISTANCE TO FAMILY
OF EMERGENCY PERSONNEL WHO DIES WHILE ON
ACTUAL DUTY IN ViSCA

Due to the numerous projects that the school is presently undertaking, the hiring of hundres of emergency skilled and unskilled laborers becomes necessary. PD 1146 does not extend insurance coverage to non-permanent employees. Hence, the only benefit the families of deceased employees and laborers can expect from the government is the state insurance benefit. However, it takes several months even years for the benefits to come. Meantime, the bereaved families are faced with financial needs to bury their dead.

It is, therefore, requested that the President or his duly authorized representative be authorized to approve the payment of the amount of TWO THOUSAND PESOS (P2,000.00) to the family of any emergency personnel who dies while in actual duty in any of the projects of ViSCA, provided, the employee has served ViSCA at least six months prior to death, chargeable to charity funds, subject to availability of funds and the usual accounting and auditing procedures.

The financial assistance to the family of deceased ViSCA emergency personnel and the authority to pay shall take effect January 1, 1983.

PAC Action: RECOMMENDING APPROVAL
Date: June 3, 1983

BOARD ACTION: APPROVED
Date: JUNE 7, 1983

