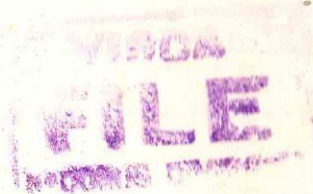


VISAYAS STATE COLLEGE OF AGRICULTURE



APPROVED
MINUTES OF THE 64th MEETING (SPECIAL) OF THE VISCA BOARD
OF TRUSTEES HELD ON FEBRUARY 21, 1985 AT THE
MECS CONFERENCE ROOM, PALACIO DEL
GOBERNADOR, MECS MM

DECISIONS/AGREEMENTS MADE BY THE BOARD OF TRUSTEES ON
ITS 64th MEETING

<u>ITEMS</u>	<u>PAGE</u>
1. <u>RESOLUTION No. 69, s. 1985</u>	
Revision of some GE courses: Social Science 11 (General Sociology) to SOCIOLOGY 11; Social Science 12 (General Psychology to PSYCHOLOGY 11	5
2. <u>RESOLUTION NO. 70, s. 1985</u>	
Academic Calendar SY 1985-1986	5
3. <u>RESOLUTION No. 71, s. 1985</u>	
Academic Calendar SY 1984-1985, for amendment	5
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Budget Proposal for 1986	6
5. <u>RESOLUTION NO. 73, s. 1985</u>	
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6. <u>RESOLUTION NO. 74, s. 1985</u>	
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7. <u>RESOLUTION NO. 75, s. 1985</u>	
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8. <u>RESOLUTION NO. 76-A, s. 1985</u>	
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9. <u>RESOLUTION NO. 76-B, s. 1985</u>	
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10. <u>RESOLUTION NO. 76-C, s. 1985</u>	
Permanent appointment of Mr. Juan S. Labra	9

MINUTES OF THE 64th MEETING (SPECIAL) OF THE VISCA BOARD
OF TRUSTEES HELD ON FEBRUARY 21, 1985 AT THE
MECS CONFERENCE ROOM, PALACIO DEL
GOBERNADOR, MECS, MI

Present:

Hon. F. A. Bernardo
Deputy Minister
Ministry of Education, Culture and Sports

Presiding

Hon. Samuel S. Go
Vice President for Administration &
Officer-in-Charge
Visayas State College of Agriculture

Vice Chairman

Ms. Rebecca Abella-Hife (Represented Dr. Jose M. Lawas)
Division Chief
RDS, NEDA, Pasig

Dr. Vedasto G. Suarez
MECS Consultant

Representative

Mr. John S. Imlan
PASUC, MECS

Representative

Prof. Andres F. Duatin
College Secretary
Visayas State College of Agriculture

Secretary

Call to Order:

Hon. Bernardo, the presiding officer, called the meeting to order
at 12:45 p.m.

I. Preliminary Matters:

A. Approval of Agenda

The agenda were approved as presented.

B. Brief Report of the College OIC

Dr. Samuel S. Go, Officer-in-Charge of the College, presented
a one-page typewritten report of what transpired in VISCA within
the period from December 11, 1984 to February 20, 1985.

The report covered programs and projects in a. instruction,

b. research and extension, and c. general administration. Projects completed within the period include (1) the crop processing and storage building (2) landscaping of the hillside portion of the ViSCA Mall, and (3) the water system for (a) the animal project and (b) the buildings on the upper campus. Appendix A

Regarding the report on the 5-year development plan for ViSCA, Ms. Abella-Hife of HEDA inquired if the NEDA in the region was consulted in the planning. The answer was on the affirmative. Dr. Suarez also asked if the physical aspect has been included in the plan. Dr. Go informed the Board that the 5-year development plan of ViSCA includes all aspects.

For the benefit of Ms. Abella-Hife who is new in the Board, Hon. Bernardo, having been with ViSCA as president of the College, explained that based on needs, the planning usually starts with the academic programs and staff and then the physical aspects are determined.

Regarding Dr. Suarez' inquiry if the development plan considered the plan to convert ViSCA into a university, the OIC answered in the affirmative. At this juncture, Hon. Bernardo reminded Dr. Go to pursue with the preparation of the parliamentary bill for the conversion of ViSCA into a university. Informed (by Dr. Go) that the PIT OIC will still meet with the faculty regarding the merger plan, the Deputy Minister suggested that the parliamentary bill now be finalized without PIT and get a sponsor. "It is easier to insert PIT in the bill later, if they decide to join," Hon. Bernardo concluded.

The report of the College OIC was noted by the Board.

II. Ratification/Approval of the Minutes of the Previous Meeting

On page one the word "(Regular)" in the title of the minutes was transposed to read: "Minutes of the 63rd Meeting (Regular)...", to mean that the meeting on that day was not the 63rd regular meeting because some of the previous 62 meetings were special ones.

Regarding his designation, Dr. Suarez informed the Board Secretary that he is no longer the MECS Assistant Minister but a MECS Special Consultant. The correction was well taken.

Page 2, line 5 -- the line was corrected to read: "... chaired by the MECS Minister, the Deputy Ministers, and other officers of the MECS."

Page 3, line 9 -- this line should read: "f. Construction of the Feedmill and PROCRTG Training Hall are in progress."

The minutes were approved with the above corrections.

III. Matters Arising from the Approved Minutes

Designation of Dr. Go as OIC of ViSCA

Dr. Go apprised the Board regarding his authority as officer-in-charge which he found quite limited that even the contract entered into by him and the ViSCA scholars has been questioned. In this connection Dr. Suarez inquired if the Board could recommend him acting president instead, to give his office the necessary personality.

It was recalled that Dr. Bernardo recommended to the Board that Dr. Go be designated acting president to give the office the personality even to enter into contracts with outside agencies. In a subsequent deliberation, however, the Board realized that it is beyond its authority to designate him beyond the capacity as officer-in-charge.

The position as acting president is considered an appointment which only Malacañang can issue, it was averred.

IV. For Approval/Ratification/Confirmation

A. Academic Matters:

1. Proposed Revisions of Some GE Courses

The proposal consisted of (a) revision of course number and (b) revision of course title and description.

Recommended for revision of course number were three social science courses, namely: 1. From: Social Science 11 - General Sociology, to: Sociology 11 - General Sociology; 2. From: Social Science 12 - General Psychology to: Psychology 11 - General Psychology; and 3. From: Social Science 15 - Phil. History, Constitution and Rizal, to: Phil. Institution 11.

English 13 - Writing the Scientific Paper was also recommended for revision, to read: English 13 - Writing the Essay.

The proposal to integrate Phil History, Constitution, and Rizal and name it Phil. Institution 11 drew some question from the Board. For instance, Ms. Abella-Hife asked if Rizal would appropriately be integrated with Constitution. Dr. Suarez, on the other hand, cited a MECS memorandum issued sometime in 1984 amending the offering of Rizal, a move which was also questioned by some authorities.

Regarding the renaming of English 13, Dr. F. A. Bernardo questioned the use of the definite article the in the proposed course name - "Writing the Essay." Appendix A-1

After some questions and suggestions, the Board passed:

Resolution No. 69, s. 1985

Approving the revision of course numbers of the two general education (GE) courses, namely:

1. From: Social Science 11 - General Sociology
To: SOCIOLOGY 11 - General Sociology
2. From: Social Science 12 - General Psychology
To: PSYCHOLOGY 11 - General Psychology

The proposal to change Social Science 15 - Phil. History, Constitution, and Rizal into Phil. Institution 11 is referred back for further study of a more appropriate course number, with Board suggestion to name it Political Science 11.

The proposal to revise English 13, Writing the Scientific Paper to English 13, Writing the Essay is also being referred back, with a question on the definite article the in "Writing the Essay".

These last two items shall be presented again in the next Board meeting.

Appendix A-1

Approved

2. Academic Calendar

There were two academic calendars presented, namely:

- a. Academic Calendar for SY 1985-1986
- b. Academic Calendar for SY 1984-1985, for amendment.

There being no objections, the Board passed:

Resolution No. 70, s. 1985

Approving in toto the Academic Calendar for the school year 1985-86, with allowance for adjustment by the Academic Council (AC) should there be a need to do so. Appendix B

Approved

Resolution No. 71, s. 1985

Approving the postponement of graduation from March 30, 1985 to April 2, 1985, including the changes in the schedule of activities relative to graduation as indicated in the Academic Calendar for the school year 1984-1985. Appendix C

Approved

Administrative Matters:	1
1. <u>Budget Proposal for 1986</u>	2
The proposed budget of the College for CY 1986 presented would	3
amount to some P56,544,000.00, to include Capital Outlay and loan	4
proceeds for the Farming Systems project. <u>Appendix D</u>	5
After some clarifying questions, the Board passed:	6
<u>Resolution No. 72, s. 1985</u>	7
Approving the budget for the CY 1986, as	8
corrected, with allowance for adjustments as are	9
allowed by law, should there be a need to do so.	10
<u>Appendix D</u>	11
<u>Approved</u>	12
2. <u>Proposed Budget for Undergraduate Scholars of 1985</u>	13
It was proposed that the undergraduate scholars' stipend be	14
reduced and the book allowance be limited to entrance scholars, full	15
and partial.	16
Due to possible demoralization among those students who will be	17
adversely affected, the Board disapproved the proposal and suggested	18
that the College exert efforts to make representations with the OBM	19
for the release of reserve funds as a source of the needed funds for	20
scholarships and other projects of the College.	21
3. <u>Amendment of Resolution No. 35a, s. 1979</u>	22
Board resolution no. 35a, s. 1979 provides, in part, that the	23
ViSCA fellows shall receive increased stipend in lieu of the cost	24
of living allowance. The proposal recommended an amendment, so	25
the Board passed:	26
<u>Resolution No. 73, s. 1985</u>	27
Approving the restoration of the cost of living	28
allowance (CLA) to the ViSCA (local) World Bank	29
Fellows, in compliance with and in accordance to the	30
provisions of the National Budget Circular No. 329	31
dated May 13, 1980, thus superseding the provision	32
of the ViSCA Board Resolution No. 35a, s. 1979,	33
this to take effect June 1984, subject to COA rules	34
<u>Appendix E</u>	35
<u>Approved</u>	36

4. Rentals for the Rock Crusher

The proposal recommended the lease of the College rock crusher for a duration of 30 days at a daily rent of P1,000 for its use to Mr. Jorge P. Tan, Jr., of Navarro Street, Ormoc City. Transportation and other operation expenses shall be borne by the rentee.

There being no objection, the Board passed:

Resolution No. 74, s. 1985

Approving the contract made and entered into by the Visayas State College of Agriculture (ViSCA) duly represented by Dr. Samuel S. Go and Mr. Jorge P. Tan, Jr., regarding the lease of the College rock crusher for a period of thirty (30) calendar days at the rate of P1,000 per day, as specified in the contract of lease.
Appendix F

Approved

5. Proposed Barter of the Rock Crusher

The College rock crusher that has been idle for quite sometime now due to the completion of the infrastructure projects was recommended for barter for pieces of equipment which are more useful in the day-to-day operations of the College.

Dr. Go explained to the Board that the College had to resort to negotiations for the barter after the usual biddings held failed due to limited bidders. The SPL Construction, represented by Ms. Salome P. Laurente, offered four (4) units of Isuzu TD dumptrucks, with spare tires and tools and one (1) unit Komatsu payloader with spare bucket and tire and tools for the said rock crusher.

After ascertaining that all necessary documents are in order, there being no objection, the Board passed:

Resolution No. 75, s. 1985

Approving the barter of the College Rock Crusher for the following:

Four (4) units, Isuzu TD Dumptrucks 8-10 tons capacity	1
newly reconditioned and overhauled with the following	2
accessories:	3
a. four spare tires with rims	4
b. four tire wrenches	5
c. four hydraulic jacks	6
One (1) unit Komatsu Payloader Model J.-60 with 2 cu. yard	7
capacity, newly reconditioned with tires and batteries	8
with "extra" accessories:	9
a. spare tire with rim	10
b. spare bucket	11
c. tire wrench	12
This also authorizes the OIC to sign in the name of	13
ViSCA. <u>Appendix G</u>	14

Approved 15

6. Appointment of Personnel 16

The appointment of personnel presented for confirmation consisted 17
of 1. four (4) staff members under initial appointment; 2. four (4) 18
faculty members for reclassification/upgrading of appointment; 19
and 3. one (1) for permanent status. 20

The Board passed: 21

Resolution No. 76-A, s. 1985 22

Confirming the appointment of the following 23
personnel under recruitment, namely: 24

1. Ms. Luz A. Devaras, temporary Instructor at P19,584.00 25
p.a., effective January 7, 1985; 26
2. Mr. Edgar E. Tulin, temporary Science Research 27
Specialist IV, at P20,580.00 p.a., effective 28
October 17, 1984; 29
3. Ms. Erlinda A. Vasquez, temporary Science Research 30
Specialist II, at P17,724.00 p.a., effective 31
February 1, 1985 and 32
4. Ms. Dorcas B. de la Torre, permanent Clerk I at 33
P5,928.00 p.a., effective December 1, 1984. 34

Appendix H 35

Approved 36

Resolution No. 76-B, s. 1985

Approving the reclassification/upgrading of
position of the following:

1. Ms. Raquel B. Capuno, from Assistant Instructor to Instructor V;
2. Mr. Roberto C. Guarte, from Instructor I to Instructor VI;
3. Dr. Tomas J. Fernandez, from Instructor IV to Assistant Professor V; and
4. Dr. Federico G. Villamayor, from Assistant Professor IV to Associate Professor III.

Effectivity: Upon completion of degree/report to duty/
January 1, 1985.

Appendix H

Approved


Resolution No. 76-C, s. 1985

Confirming the permanent appointment of
Mr. Juan S. Labra as Senior Agronomist of ODREX
effective January 1, 1985. Appendix H

Approved

There being no other matter for discussion, the presiding
officer, Hon. Bernardo, adjourned the meeting at 1:53 p.m.

Certified True & Correct:


ANDRES F. DUATIN
Secretary

Attested:

F. A. BERNARDO
Presiding

Brief Report of the Officer-in-Charge

February 21, 1985

In addition to the routine functions of the College, the following activities were carried out during the period from December 11, 1984 to February 20, 1985:

I. Instruction

1. Revision of curricular offerings
2. Preparation of the program of work for 1985
3. Organization of department committees for instructional preparation
4. Administration of the 1985 scholarship test

II. Research and Extension

1. Review of the 1984 programs and projects
2. Preparation of activities for 1985
3. Initial work for the one-year extension of the Farming System Development Project for Eastern Visayas

III. General Administration

1. Review and approval of program of activities for 1985
2. Preparation and presentation of the 1986 budget to the Regional Development Council and OBM Regional staff
3. Completed the first draft of the five-year development plan
4. Supervision of the following on-going construction projects
 - a. Obelisk
 - b. Staff house (3 units)
 - c. PRCRTC Training Hall
 - d. Agro-Reforestation Building (Phase III)
 - e. Steel fence
 - f. Cattle shed
 - g. Duck shed
 - h. Goat shed
 - i. Pasture improvement

The following construction projects were completed during the period:

- I. Crop Processing and Seed Storage Building
- II. Landscaping of the hillside portion of the mall
- III. Water system for the:
 1. Animal projects
 2. Buildings on the upper campus

(SGD.) SAMUEL S. GO
Officer-in-Charge

PROPOSED REVISIONS OF SOME OF COURSES

A. Revision of Course Number

1. From: Social Science 11 - General Sociology

T o: Sociology 11 - General Sociology

No prerequisite
3 hrs. a week: 3 credit units

2. From: Social Science 12 - General Psychology

T o: Psychology 11 - General Psychology

No prerequisite
3 hrs. a week: 3 credit units

Rationale:

- o Sociology and Psychology are specific discipline areas and are considered such in the two library classification systems. Basic textbooks and references on general sociology or general psychology always spell out the specific discipline both in the cover title and title page. Hence, these disciplines deserve proper identification even as introductory subjects at VisCA.

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

ACADEMIC CALENDAR

SY 1985-1986

First Semester
1985

Second Semester
1985

for Transfer Students to		
Application for Admission	Mon., May 20	Fri., Oct. 25
Tests for Advanced Credits (Transferres) ..	Tue., May 21	Mon., Oct. 21
	Fri., May 31	Thurs., Oct. 31
Examination	Mon., Apr. 29	Tue., Oct. 15
	Fri., June 7	Mon., Nov. 4
Credits for Exceptional Students (ACES)		
(For Incoming Freshmen)	Sat., June 1	
ation for New Freshmen	Wed., May 15	
	Tue., June 4	
Registration	Tue., June 4	Mon., Nov. 4
	Fri., June 7	Tue., Nov. 5
Begin	Mon., June 10	Wed., Nov. 6
tion of New Students	Mon., June 10	
Academic Convocation Program	Mon., June 17	
for Late Registration	Mon., June 17	Thurs., Nov. 14
for Graduating Students to File Application		
Graduation	Mon., June 24	Fri., Nov. 22
an Vacation Begins		Sun., Dec. 22
		1986
Resume		Mon., Jan. 6
ay for Dropping Subjects	Mon., Aug. 12	Mon., Jan. 15
Examination Days (Laboratory)	Mon., Aug. 12	Wed., Jan. 15
	Tue., Aug. 13	Thurs., Jan. 16
Examination Days (Lecture)	Wed., Aug. 14	Fri., Jan. 17
	Fri., Aug. 16	Tue., Jan. 21
100th Anniversary Celebration	Tue., July 30	
	Wed., July 31	
als for College Students	Fri., Sept. 13	
	Sat., Sept. 14	
Day		Thurs., Feb. 27
stration Days for Regular Students	Wed., Oct. 9	Mon., Mar. 17
	Tue., Oct. 15	Fri., Mar. 21
Examination Days for Graduating Students:		
(Laboratory)	Mon., Oct. 7	Wed., Mar. 12
	Tue., Oct. 8	Thu., Mar. 13
(Lecture)	Wed., Oct. 9	Fri., Mar. 14
	Fri., Oct. 11	Tue., Mar. 18
Examination Days for Other Students:		
(Laboratory)	Mon., Oct. 14	Wed., Mar. 19
	Tue., Oct. 15	Thurs., Mar. 20
(Lecture)	Wed., Oct. 16	Fri., Mar. 21
	Fri., Oct. 18	Tue., Mar. 25
ay for Submitting Final Grades (Graduating)	Fri., Oct. 18	Tue., Mar. 25
ay for Submitting Final Grades (Other Students)	Seven(7) days after each scheduled	
	examination	
one for Complying with all Requirements for		

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

ACADEMIC CALENDAR

SY 1984-1985

First Semester
1985

Second Semester
1985

Application for Transfer Students to		
Application for Admission	Mon., May 20	Fri., Oct. 25
Tests for Advanced Credits (Transferres) ..	Tue., May 21	Mon., Oct. 21
	Fri., May 31	Thurs., Oct. 31
Examination	Mon., Apr. 29	Tue., Oct. 15
	Fri., June 7	Mon., Nov. 4
Credits for Exceptional Students (ACES)		
(For Incoming Freshmen)	Sat., June 1	
Application for New Freshmen	Wed., May 15	
	Tue., June 4	
Registration	Tue., June 4	Mon., Nov. 4
	Fri., June 7	Tue., Nov. 5
Begin	Mon., June 10	Wed., Nov. 6
Admission of New Students	Mon., June 10	
Academic Convocation Program	Mon., June 17	
Application for Late Registration	Mon., June 17	Thurs., Nov. 14
Application for Graduating Students to File Application		
Graduation	Mon., June 24	Fri., Nov. 22
Summer Vacation Begins		Sun., Dec. 22

1986

Resume		Mon., Jan. 6
Application for Dropping Subjects	Mon., Aug. 12	Mon., Jan. 15
Examination Days (Laboratory)	Mon., Aug. 12	Wed., Jan. 15
	Tue., Aug. 13	Thurs., Jan. 16
Examination Days (Lecture)	Wed., Aug. 14	Fri., Jan. 17
	Fri., Aug. 16	Tue., Jan. 21
1st Anniversary Celebration	Tue., July 30	
	Wed., July 31	
Entrance Examinations for College Students	Fri., Sept. 13	
	Sat., Sept. 14	
Convocation		Thurs., Feb. 27
Registration Days for Regular Students	Wed., Oct. 9	Mon., Mar. 17
	Tue., Oct. 15	Fri., Mar. 21
Examination Days for Graduating Students:		
(Laboratory)	Mon., Oct. 7	Wed., Mar. 12
	Tue., Oct. 8	Thu., Mar. 13
(Lecture)	Wed., Oct. 9	Fri., Mar. 14
	Fri., Oct. 11	Tue., Mar. 18
Examination Days for Other Students:		
(Laboratory)	Mon., Oct. 14	Wed., Mar. 19
	Tue., Oct. 15	Thurs., Mar. 20
(Lecture)	Wed., Oct. 16	Fri., Mar. 21
	Fri., Oct. 18	Tue., Mar. 25
	Fri., Oct. 18	Tue., Mar. 25
Day for Submitting Final Grades (Graduating)	Seven (7) days after each scheduled examination	
Day for Submitting Final Grades (Other Students)		
Time for Complying with all Requirements for		

CY 1986 PROPOSED BUDGET

Project 1.1 Advanced Education

Expense Class	Current Year (000)	Budget Year (000)	Increase	
			Amount	Percent
100	132	167	35	26.5
100-10	142	236	94	66.1
200	290	505	215	74.1
Total	564	908	344	61.0

Justifications:

1. Inclusion of mandatory increases per NCC 27 and NCC 31 for itemized positions.
2. Creation of positions for the Center for Extramural Studies and providing some casual items.
3. Provisions for operational expenses for the Center for Extramural Studies which is a new graduate program offered by ViSCA.

Project 1.2 Higher Education

Expense Class	Current Year (000)	Budget Year (000)	Increase	
			Amount	Percent
100	4,845	5,179	334	6.9
100-10	983	863	880	89.5
200	1,454	1,908	454	31.2
Total	7,282	8,950	1,668	22.9

Justifications:

1. Inclusion of mandatory increases per NCC 27 and NCC 31.
2. Hiring of additional faculty members due to additional degree courses offered, increased student enrolment and upgrading of faculty members.
3. Provision of student scholarships and work-study grants to help poor but deserving students.
4. Support for additional costs for staff development and proposed increase of thesis support.
5. Increased maintenance requirements for the repair of laboratory equipment (WB) which are presently operational and to take care of price escalation of teaching materials and supplies; increased enrolment; expansion of curricular programs; creation of new department; and development and improvement of instructional materials.

Project 1.3 Secondary Education

Expense Class	Current Year (000)	Budget Year (000)	Increase	
			Amount	Percent
100	891	969	78	8.7
100-10	326	366	40	12.3
200	387	642	255	65.9

Justifications:

1. Inclusion of mandatory increases as authorized per NCC 27 and NCC 31 for regular positions.
2. Increased maintenance and operating expenses appropriation to take care of the repair and maintenance of high school dorms and campus; increased enrolment; and price escalation. Additional slots for high school scholarship and financial assistance to help deserving poor student in the nearby barangays.

Project 1.4.1 Research (Other than rootcrops)

Expense Class	Current Year (000)	Budget Year (000)	Increase	
			Amount	Percent
100	227	312	85	37.4
100-10	1,275	1,573	298	23.3
200	960	1,400	440	45.8
Total	2,462	3,285	823	33.4

Justifications:

1. Inclusion of mandatory increases as authorized by NCC 27 and NCC 31 for regular positions.
2. Creation of needed supportive positions for the Office of the Director of Research and the Center for Social Research and the Regional Coconut Research Center. Creation of the position for Senior Electronic Engineer is proposed to attend to the repair and maintenance of laboratory equipment. The college has laboratory equipment which are unoperational thus, hampering research activities considerably.
3. Increased operational requirements to take care of additional research projects recommended by PCARRD for CY 1986 implementation and increased area coverage due to the advancement and expansion of research activities.

Project 1.4.2 PCARRD GIA Ongoing Researches

Expense Class	Current Year (000)	Budget Year (000)	Increase	
			Amount	Percent
100-10	2,304	2,900	596	25.8
200	1,888	2,492	604	32.0
Total	4,192	5,392	1,200	28.6

Justification: The proposed increase will take care of the operational requirements of ongoing PCARRD GIA researches which include the researches to be implemented in CY 1985.

Project 1.4.3 Rootcrop Research and Development (PRCRTC)

Expense Class	Current Year (000)	Budget Year (000)	Increase	
			Amount	Percent
100	460	609	149	32.4
100-10	2,696	3,735	1,039	38.5
200	3,778	4,689	911	24.1
Total	6,934	9,033	2,099	30.2

Justifications:

1. Inclusion of the 10 percent salary adjustment and additional COLA per NCC 27 and NCC 31 respectively.
2. Transfer of one Assistant Professor item from Higher Education to PRCRTC because her predominant activity is on research. Hiring of needed research expertise is also proposed to undertake researches on specific disciplines.
3. Support of ongoing research projects as well as newly approved research projects recommended for CY 1986 implementation.
4. Support for the administration and management of experimental station.
5. Support for piloting mature processing technologies.

Project 1.5 Extension Services

Expense Class	Current Year (000)	Budget Year (000)	Increase	
			Amount	Percent
100	410	596	186	45.3
100-10	269	360	91	33.8
200	650	793	143	22.0
Total	1,329	1,749	420	31.6

Justifications:

1. Inclusion of mandatory increases as per authorized under NCC 27 and NCC 31.
2. Hiring of needed expertise for the Printing Press, Publication Office, and the Radio Station.
3. Increased activities in the conduct of technical and practical training in crop production, processing and utilization of by-products.
4. Increased activities for information dissemination through seminar workshops, conferences, field day, print media and radio station broadcast.
5. Support for piloting mature agricultural production and processing technologies.

Project 1.6 Auxiliary Services

Expense Class	Current Year (000)	Budget Year (000)	Increase	
			Amount	Percent
100	308	390	82	26.5
100-10	210	370	160	76.2
200	450	1,092	642	142.7
Total	968	1,852	884	91.3

Justifications:

1. Creation of new positions for the Library, Infirmary, and the Office of student Affairs and inclusion of mandatory increases per NCC 27 and NCC 31.
2. Acquisition of scientific journals and periodicals, medical supplies; increased travel requirements for the administration of scholarship examinations in different testing centers of the Visayas region; and the conduct of information drive; and increased costs of repair and maintenance of dormitories.

Project 1.7 General Administration and Support Services

Expense Class	Current Year (000)	Budget Year (000)	Increase	
			Amount	Percent
100	1,991	2,356	365	18.3
100-10	1,498	2,100	602	40.1
200	1,987	3,490	1,503	75.6
Total	7,625	11,446	3,821	50.1

Justifications:

1. Inclusion of mandatory increases per NCC 27 and NCC 31.
2. Increased personnel requirement and operational requirement for the maintenance of the administrative offices of the new and old campus.
3. Increased cost requirement for the maintenance of the old and new buildings, campus grounds, staff houses and cottages, heavy equipment and light vehicles.
4. Increased expenses for illumination, power and water services due to price increases.
5. Reclassification of the position of the administrative assistant.

PROPOSAL TO RESTORE THE COST OF LIVING ALLOWANCE (CLA)
OF THE VISCA WORLD BANK FELLOWS AND THE
VISCA FELLOWS

Rationale

Board Resolution No. 35a, s. 1979 provides the granting of monthly stipend to the ViSCA Fellows in lieu of their cost of living allowances.

National Budget Circular No. 329 dated May 13, 1980 allows the granting of stipend and cost of living allowances.

Aware of the plight of ViSCA fellowship grantees, due to the rising cost of living these days, the ViSCA Scholarship Committee recommended, among other things, the restoration of the cost of living allowance to these faculty members on study leave with pay; hence, the following proposal:

Appendix X

Proposal:

It is proposed that the cost of living allowance (CLA) of the local World Bank Fellows and the ViSCA Fellows be restored in accordance with the provisions of the National Budget Circular No. 329 dated May 13, 1980, thus superseding the provisions of the ViSCA Board Resolution No. 35a, s. 1979, this to take effect June 1984, subject to availability of funds and COA regulations.

Board Action: APPROVED

Date: February 21, 1985

CONTRACT OF LEASE

KNOW ALL MEN BY THESE PRESENTS:

This Contract made and entered into by and between:

The VISAYAS STATE COLLEGE OF AGRICULTURE (ViSCA), an institution of higher learning established under Presidential Decree No. 470 as amended by Presidential Decree No. 700 with principal office at Baybay, Leyte, duly represented by the Vice President for Administration, DR. SAMUEL S. GO, hereinafter referred to as the FIRST PARTY;

- and -

MR. JORGE P. TAN, JR., of legal age, Filipino, with resident and postal address at Navarro St., Ormoc City, hereinafter referred to as the SECOND PARTY;

WITNESSETH:

THAT the FIRST PARTY has a 20-ton Rock-Crusher, one set Crushing and Screening Plant Portable, KYC Model PEJS-3 20 tons per hour, which could be leased for a 30-day duration to anybody interested to use the equipment;

THAT the SECOND PARTY is in dire need of a Rock Crusher to pursue his business commitments;

NOW, THEREFORE, premises considered, the parties hereto have hereunto agreed on the following terms and conditions:

THAT the SECOND PARTY shall shoulder the expenses in transporting the Rock Crusher from the ViSCA Compound to its point of destination and back to the College premises immediately after the termination of this contract of lease;

THAT the SECOND PARTY shall pay the FIRST PARTY the amount of ONE THOUSAND PESOS (P1,000.00) per day for using the said Rock Crusher;

(2000) 2000 2000

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ADJUTANT GENERAL'S OFFICE U. S. ARMY

02. 10. 1902. 02. 10. 1902. 02. 10. 1902. 02. 10. 1902.

(SGD.) SALOME P. LAURENTE
SPL Construction
Proprietor

Signed in the presence of:

(SGD.) ATTY. FELIX E. SUN

(SGD.) Wilfredo C. Valenzona

REPUBLIC OF THE PHILIPPINES }
PROVINCE OF LEYTE } S.S.
MUNICIPALITY OF BAYBAY }

BEFORE ME, this 13th day of February, 1985 at Baybay, Leyte, personally appeared Dr. Samuel S. Go with Residence Certificate No. 2299236 issued on Jan. 14, 1985 at Baybay, Leyte and Mr. Jorge P. Tan, Jr. with Residence Certificate No. 15778695 issued on Jan. 16, 1985 at Ormoc City, known to me to be the same persons who executed the foregoing instrument and they acknowledged to me that the same is their voluntary act and deed.

This instrument consisting of two (2) pages including this acknowledgment has been signed by the parties and their witnesses and sealed with my notarial seal.

IN WITNESS WHEREOF, I have hereunto set my hand on the date and place above written.

(SGD.) GUIRALDO B. FERNANDEZ

Notary Public

Until Dec. 31, 1985

PTR No. 0114875-Baybay, Leyte

Doc. No. 192
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Series of 1985

(SGD.) SALOME P. LAURENTE
SPL Construction
Proprietor

SPL CONSTRUCTION
GENERAL CONTRACTOR
118 Rizal St., Ormoc City

February 11, 1985

Dr. Samuel S. Go
Vice President for Administration, OIC
ViSCA, Baybay, Leyte

Dear Sir:

This is in connection with your 20 ton rock crusher. We are please to reiterate our offer dated December 19, 1985 which are as follows:

Four (4) units Isuzu TD Dumptrucks 8-10 tons capacity, newly reconditioned and overhauled with the following accessories:

- a) 4 spare tires with rims
- b) 4 tire wrench
- c) 4 hydraulic jacks

all tires are in excellent condition with brand new batteries, excellent underchassis parts, all painted yellow.

One (1) unit Komatsu payloader model JH-60 with 2 cubic yard capacity, newly reconditioned with very good tires and batteries with the following "extra" accessories:

- a) spare tire for the above loader with rim
- b) spare loader bucket with two cubic year capacity
- c) 1 tire wrench for loader

All the above units are in Ormoc City and is ready anytime for inspection by any of your technical personnel.

Hoping that this offer is considered and that it is more favorable to your school.

Very truly yours,

(SGD.) SALOME P. LAURENTE
SPL Construction
Proprietor

APPOINTMENT OF COLLEGE PERSONNEL FOR CONFIRMATIONI - RecruitmentA. Dept. of Agronomy & Soil Science

1. Ms. Luz A. Devaras
MS in Soil Science
UPLD 1985
Age: 30 yrs. old

Instructor
Salary: P19,584.00 p.a.
Effectivity: Jan. 7, 1985
Status: Temporary

B. Philippine Root Crop Research & Training Center (PRCRTC)

2. Mr. Edgar E. Tulin
MS in Biochemical Engineering
University of London 1984
Age: 23 yrs. old

Science Research Specialist IV
Salary: P20,580.00 p.a.
Effectivity: Oct. 17, 1984
Status: Temporary

3. Ms. Erlinda A. Vasquez
BS Agriculture (w/31 units
leading to MS)
VisCA 1980
Age: 24 yrs. old

Science Research Specialist II
Salary: P17,724.00 p.a.
Effectivity: Feb. 1, 1985
Status: Temporary

C. Accounting Division

4. Ms. Dorcas B. de la Torre
BS in Commerce (Accounting)
Univ. of San Carlos
Age: 33 yrs. old

Clerk I
Salary: P5,928.00 p.a.
Effectivity: Dec. 1, 1984
Status: Permanent

II. - Reclassification/Upgrading of Academic Staff

| | | <u>Present
Rank</u> | <u>Upgraded
Rank</u> |
|---|---|-------------------------|--------------------------|
| 1. | Raquel B. Capuno
MS in Soil Science | Asst. Instructor | Instructor V |
| 2. | Roberto C. Guarte
Master in Eng'g | Instructor I | Instructor VI |
| *3. | Tomas J. Fernandez,
Jr. PhD in Tropical
Animal Health | Instructor IV | Asst. Prof. V |
| *4. | Federico G. Villamayor,
Jr. PhD Horticulture | Asst. Prof. IV | Assoc. Prof. III |
| Effectivity: Upon completion of degree/report to duty/
*Jan. 1, 1985 | | | |

III. For Permanent Status

1. Mr. Juan S. Labra
BS in Ag. Educ. (Agronomy)
V A C 1972
No. of yrs. in the position - 1 yr.
Performance Rating: Satisfactory

Senior Agronomist
ODREx
Effectivity: Jan. 1, 1985

Note: All recommendations have been passed by the Academic Personnel Board/
Selection/Promotion Board.