



VISAYAS STATE UNIVERSITY

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Office of the President

11 October 2007

MEMORANDUM CIRCULAR NO. 50

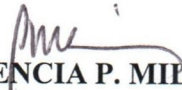
Series of 2007

T O: All Concerned

**R E: Working Committees for the Second Semester, SY 2007 – 2008
General Registration of Students**

This school year's second semester 2007-2008 schedule of general registration will be held on October 22 – 26, 2007 at the VSU Convention Center. To facilitate the orderly conduct and success of the said activity, the attached working committees are created.

Your usual cooperation is enjoined.


PACIENCIA P. MILAN
OIC President

**Working Committees for the 2nd Semester, SY 2007 - 2008 General Registration
October 22-26, 2007 at the Convention Center**

1. **Hauling and Returning of chairs/tables/computers and other materials**
Chairperson: Engr. Mario Valenzona
Co-Chairperson: Prof. Mario Baliad
Members: All GDR Laborers
2. **Electrical wiring/connections for computers and lightings**
Chairperson: Engr. Apolonio Encierto
Co-Chairperson: Mr. Dominador Poliquit
Members: All GSO Electrical Staff
3. **Installation of computers**
Chairperson: Engr. Winston Tabada
Co-Chairperson: Mr. Dionisio Estopa
Members: Mr. Raymund Abocejo
Mr. Arnulfo Galenzoga
4. **Venue preparation: arrangements of seats, tables, putting up of sign boards/markers**
Chairperson: Mr. Eusebio Olleras
Co-Chairpersons: Engr. Eliezer Velasco
Mr. Fernando Montajes
Member: Mr. Marvin Lao
Mr. Celso Sacro
Mr. Virgilio Acilo
Mr. Teofilo Gofredo
Mr. Romulo Morales
Mr. Peter Belarmino
5. **Security, Traffic and Crowd Control**
Chairperson: Engr. Celso Gumaod
Co-Chairperson: Prof. Manolo Loreto, Jr.
Members: Mr. Venerando Jose
Security Force
Selected ROTC Cadets
6. **Advising and Issuing of Registration Forms**
Chairperson: College Deans
Co-Chairpersons: Department Heads
Members: Academic Advisers
7. **Processing and Issuance of Admission, Updating of USSO Records: Dorm Residency, Current Addresses, etc.**
Chairperson: Prof. Manolo Loreto, Jr.
Co-Chairpersons: Dr. Alice Acabal
Ms. Carrie Reyes
Members: Ms. Chona Brit
Ms. Miriam Luna
Mr. Junito Panonce
8. **Physical Examination of New Students**
Chairperson: Dr. Elwin Jay Yu
Co-Chairperson: Dr. Josephine Zafico
Members: Infirmary Staff
9. **Encoding of Subjects and Class/Section Controllers**
Chairperson: Engr. Winston Tabada
Co-Chairperson: Mr. Arnulfo Galenzoga
Members: Ms. Joan Banzon
Ms. Anthonette Asilom
Selected Computer Science Students
10. **Assessment of Fees**
Chairperson: Ms. Norma Cala
Co-Chairperson: Ms. Roberta Lemos
Members: Ms. Violeta Yamon
Ms. Sandra Tiu
Ms. Maricel Aureo
Ms. Alicia Flores
Ms. Leonarda Otida
Ms. Norieta Bustillo
Ms. Melissa Mendoza
11. **Collection of Payments**
Chairperson: Ms. Norma Cala
Co-Chairperson: Ms. Corazon Nuevo
Members: Ms. Myrna Pancito
Ms. Lolita Daquipil
Ms. Arlin Flandez
Mr. Marvin Lao
Ms. Asuncion Arradaza
Ms. Maria Nuñez
12. **Printing of COR**
Chairperson: Mr. Eddie Israel
Members: Mr. Ronilo Cano
Selected Computer Science Students
13. **Validation of Enrolment**
Chairperson: Ms. Linda Mariscal
Co-Chairperson: Engr. Eliezer Velasco
Members: Mr. Eusebio Olleras
Mr. Renato Maala
Ms. Avelina Galenzoga
14. **Steering Committee**
Chairperson: Dr. Jose Bacusmo
Members: Dr. Edgardo Tulin
Prof. Manolo Loreto, Jr.
Ms. Linda Mariscal
Dr. Roberto Guarte
Dr. Dolores Alcober
Dr. Oscar Posas
Dr. Andresito Acabal
Dr. Eduardo Mangaoang
Dr. Tomas Fernandez, Jr.
Dr. Francisco Gabunada, Jr.