

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte



Minutes of the 2nd Board Meeting
Held on November 7, 1974 at the
Office of the Coordinator of State
Colleges and Universities

PRESENT:

Hon. Vedasto G. Suarez	- Acting Chairman
Assistant Secretary, DEC	
Hon. Jesus Alix	- Member
Acting Director, BAEcon	
Hon. Rufino D. Ayaso	- Member
Prov. Agriculturist, BAEx	
Hon. Lauro A. Castillo	- Member
District Officer, Bureau of Lands, Leyte	
Hon. Cledualdo B. Perez, Jr.	- Member
Acting Dean, UPLBCA	
Hon. Fernando A. Bernardo	- Member
President, ViSCA	
Mr. Teofilo N. Montemayor	- Acting Board Secretary
Coordinator of State Colleges and Universities	

The meeting was called to order by Mr. Suarez at 9:15 A.M.

- 1 I. The minutes of the meeting held on July 31, 1974 was confirmed
- 2 (Appendix A).
- 3 II. The proposed guidelines for the reorganization of the College was
- 4 read by the Chairman.
- 5 BOARD ACTION: APPROVED with the minor suggestion of Director
- 6 Alix that the acronym of the Visayas State College of Agriculture be
- 7 ViSCA rather than VSCA (Appendix B).
- 8 III. The proposed organizational chart of the College was presented by the
- 9 President.
- 10 BOARD ACTION: APPROVED with the following modifications and
- 11 suggestions:
- 12 1. The position of Assistant for Planning was changed to Director for



1 Development Planning.

2 2. The President's Advisory Council should be connected with dotted
3 lines instead of a solid line to the functional line of authority.

4 3. The Coconut Research Institute, Abaca Research Institute and
5 Rootcrops Research Institute were changed to Research Centers.

6 4. Forestry and Fisheries were included in broken lines even if only
7 as recognition of the mandate of the Charter that the College should
8 offer training courses in forestry and fisheries.

9 5. It should be emphasized that the different departments under each
10 unit are interrelated. Furthermore, the interdepartmental and even
11 interdisciplinary approach to the projects and programs of the insti-
12 tution shall be adopted by the College (See Appendix C for revised
13 Chart).

14 IV. The definitions of functions of key officers of the College were studied
15 by the Board Member (Appendix D).

16 BOARD ACTION: (Appendix D).

17 The Chairman, however, suggested that the members of the President's
18 Advisory Council and its functions should also be spelled out. Dr.
19 Bernardo said that the Council will only be an advisory body that will
20 study matters referred to them by the College President and make
21 recommendations for approval by the President or in case of policy
22 matters, for transmittal to the Board for its approval. The members
23 of the Council are: the President, the Directors, the Superintendent
24 of the Physical Plant, the Coordinator of Research, the Coordinator of
25 College Departments (if this position shall be created), and the College
26 Secretary as Member-Secretary.

27 V. The Board resolution delegating authority to the President was presented
28 (Appendix E)

BOARD ACTION: APPROVED with the inclusion of underscored words in section (f) as follows:

"f. To authorize transfers not exceeding ten per cent (10%) of the original appropriation of one budget category to another within the approved budget of the College".

VI. The President's 1974-75 budgetary proposal for the College operating expenses and capital outlay were discussed.

BOARD ACTION: APPROVED with the addition of underscored words to the footnote of the Operating Expenses:

"1/ Including actual and necessary representation expenses not exceeding P10,000. (See Appendix F for the approved budget)

The Board also approved for each Board member a maximum amount of P200 per Board meeting for technical and secretarial services in connection with the performance of their duties.

VII. The President presented to the Board the proposed salary scale (Appendix G) meanwhile that the VisCA charter has not yet been amended to exempt the College from WAPCO rates.

BOARD ACTION: APPROVED except for the fact that in the case of Associate Professors, the difference between the maximum WAPCO rates and the U.P. salary rates should be given in terms of professorial chairs. This suggestion of Dean Perez was fully supported by the Board. The Chairman suggested that nine professorial chairs should be created by setting aside funds for this in the budget.

VIII. The proposed salary adjustments for the college faculty and secondary school teachers were presented by the President (Appendix H).

BOARD ACTION: APPROVED, subject to the approved Guidelines for Salary Adjustments (Appendix I).



1 IX. The President presented to the Board the proposed new positions for
2 1974-75.

3 BOARD ACTION: APPROVED, with the addition of the position of
4 Director for Development Planning and the corresponding honorarium
5 of P2400 p.a. (See Appendix J for the approved new positions).

6 X. The President presented the proposed new appointments (Appendix K).

7. BOARD ACTION: APPROVED

8. XI. A list of appointment papers of ViSCA personnel still pending in the
9. BVE were presented by the President to the Board. He stressed that
10. funds for the differentials were already obligated as certified to
11. by the College Bookkeeper (Appendix L).

12. BOARD ACTION: APPROVED for payment.

13 XII. The letters of Mr. Constancio L. Nuevas and Mr. Dominador C. Lauzen
14 were presented by the President to the Board for advice (Appendices M & N).

15 The Board advised the President that Mr. Nuevas may be compensated
16 as consultant, for which a contract should be drawn up and signed by
17 the President and Mr. Nuevas.

18 As to the letter of Mr. Lauzen requesting the creation of additional
19 auditing positions for the ViSCA, the Board advised the President to
20 make direct representations with the Commission on Audit.

21 XIII. Other matters:

22 a. The Board decided that the effectivity of the ViSCA reorganization
23 is October 16, 1974.

24 b. After a lengthy deliberation on the compensation of the President
25 considering that the highest salary of a college president is only
26 P36,000 (Phil. Normal College), the Board decided on the following
27 breakdown of President's compensation:





- 1 ₱36,000 p.a. - basic salary
- 2 ₱ 6,000 p.a. - "Incentive" Allowance
- 3 ₱ 6,000 p.a. - Commutable Representation Expenses

There being no other matter, the Chairman adjourned the meeting
at 11:55 a.m.

CERTIFIED TRUE AND CORRECT:

(SGD.) TEOFILO M. MONTEMAYOR
Acting Board Secretary

ATTESTED:

(SGD) VEDASTO G. SUAREZ
Presiding

VISAYAS STATE COLLEGE OF AGRICULTURE
Paybay, Leyte

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I. The minutes of the meeting held on July 31, 1974 was confirmed
(Appendix A).

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by the Chairman.

BOARD ACTION: APPROVED with the minor suggestion of Director Alix
that the acronym of the Visayas State College of Agriculture be ViSCA
rather than VSCA (Appendix B).

III. The proposed organizational chart of the College was presented by the
President.

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suggestions:

1. The position of Assistant for Planning was changed to Director for
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 5. It should be emphasized that the different departments under each unit are interrelated. Furthermore, the interdepartmental and even interdisciplinary approach to the projects and programs of the institution shall be adopted by the College (See Appendix C for the revised Chart)
- IV. The definitions of functions of key officers of the College were studied by the Board Member (Appendix D).

BOARD ACTION: APPROVED

- The Chairman, however, suggested that the members of the President's Advisory Council and its functions should also be spelled out. Dr. Bernardo said that the Council will only be an advisory body that will study matters referred to them by the College president and make recommendations for approval by the President or in case of policy matters, for transmittal to the Board for its approval. The members of the Council are: the Vice President, the Directors, the Superintendent of Physical Plant, the Coordinator of Research, the Coordinator of College Departments (if this position shall be created), and the College Secretary as Member-Secretary.
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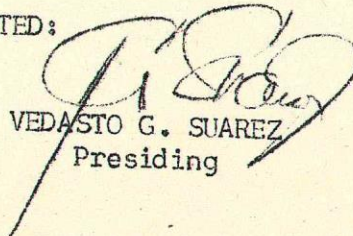
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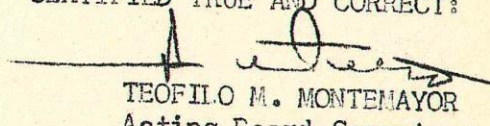
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Presiding

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TEOFILO M. MONTENAYOR
Acting Board Secretary