

MINUTES OF THE 27TH REGULAR MEETING OF THE VISCA BOARD OF TRUSTEES  
HELD ON JANUARY 18, 1979, AT THE CONFERENCE ROOM NO. 4,  
11TH FLOOR, CENTRAL BANK BUILDING, HARRISON,  
METRO MANILA

A - - - BOARD RESOLUTION NO. 1a, s. 1979

Confirming the appointments of Ms. Linda K. Miranda as Assistant Professor & Chief Librarian, Dr. Carmeniano M. Miranda as Resident Physician.

BOARD RESOLUTION NO. 1b, s. 1979

Noting the appointments as authorized by Board Resolution No. 6, s. 1974, the following: 1. Noel C. Delgado, Jacob Glenn Jansalen, Raul Abit, Leonarda B. Salvoro, Edwin Balbarino, Abigail T. Parrilla, Juliana S. Bodegon, Edgardo L. Dequito, Simeon P. Sedrome, Alipio P. Cordero, Gregorio B. Soria, Angel Bande, Emiliano Modina, Esmeraldo Managbanag, Editha Calienta, Romeo A. Valenzona, Redempta Sora, Romeo Yap, Bridigo Estabillo Analou Montejo, Marcelina Amihan, Romeo Rebuyas.

B - - - BOARD RESOLUTION NO. 1c, s. 1979

Confirming the promotional appointments of the following: Dr. Isabel Bertulfo, Ms. Linda U. Nueno, Ms. Fe C. Pascual Ms. Delia L. Silao.

BOARD RESOLUTION NO. 1d(1) s. 1979

Confirming the renewal of appointments for monthly honorarium of ₱300 each of the following directos:

C - - - BOARD RESOLUTION NO. 1d(2) s. 1979

Noting the renewal of appointments for honorarium of the three legal consultants and one Head, Claims Office for Land Acquisition,

BOARD RESOLUTION NO. 1d(3) s. 1979

Noting the renewal of appointments for honorarium of the members of the Baybay National Integrated Police (BINP) assigned at the Police Outpost in Pangasugan to assist the ViSCA Security Force; the member of the Philippine Constabulary (PC) assigned and Captain Retana at the rate of ₱100 each per month.

BOARD RESOLUTION NO. 1d(4), s. 1979

Confirming the appointment of Ms. Corason de la Calzada as Officer-in-Charge of the ERHS, with honorarium of ₱200.00 per month.

D - - - BOARD RESOLUTION NO. 2, s. 1979

Approving the proposal to give incentive allowance of ₱100 each per month to the three (3) teachers assigned at the Rural Development High School, Sab-a Basin, charged to the operation and maintenance funds for the RDHS.

BOARD RESOLUTION NO. 3, s. 1979

Confirming the graduation of the students of the Visayas State College of Agriculture for the First Semester, 1978-79.

E - - - BOARD RESOLUTION NO. 4, s. 1979

Approving the proposed conversion/upward adjustments of existing and approved new positions, with corrections/suggestions on Item A1. (Architect to Superintendent of Physical Plant, Rank of Assistant Professor) and A2 (Stenographer to Fireman-Security Guard),

BOARD RESOLUTION NO. 5, s. 1979

Approving the proposed transfer of salary savings from new positions to supplies and materials in the amount of ₱253,294.

F - - - BOARD RESOLUTION NO. 6, s. 1979

Approving the proposed distribution of the Salary Adjustment Fund per BC 292, to be used for salary adjustment of Assistant Instructor/Research Asst. to the rates for Assistant Instructor authorized under BC 292, in the amount of ₱16, 716 and the balance for the purchase of books and scientific journals in the amount of ₱396,284.

BOARD RESOLUTION NO. 7, s. 1979

Approving the proposed new positions for 1979 for the various departments/offices of ViSCA as indicated in the proposals.

G - - - BOARD RESOLUTION NO. 8, s. 1979

Approving in principle the proposed graduate degree programs in Agricultural Development Education leading to the degrees of Master of Science in Agricultural Development Education (MSADE), and Master in Agricultural Development Education (MADE), with the suggestion to "package" the proposal by including all required supportive services and the corresponding budget to be submitted to the Minister of Education and Culture. and etc.

MINUTES OF THE 27TH REGULAR MEETING OF THE VISCA BOARD OF TRUSTEES  
HELD ON JANUARY 18, 1979, AT THE CONFERENCE ROOM NO. 4,  
11TH FLOOR, CENTRAL BANK BUILDING, HARRISON,  
METRO MANILA

Present:

Hon. Juan L. Manuel Minister Ministry of Education and Culture	Chairman
Hon. F. A. Bernardo President Visayas State College of Agriculture	Vice-Chairman
Dr. Fleur de Lys Torres Acting Director Social Services Staff, NEDA	(Represented Dr. Manuel S. Alba)
Mr. Baldrich T. Ocarada Chief, Program Coordination Div., NEDA, Region VIII	Consultant
Dir. Antonio Dumlao Bureau of Higher Education Ministry of Education and Culture	Invited
Dr. Cesar C. Jesena, Jr. Vice-President for Development and External Affairs Visayas State College of Agriculture	Invited
Prof. Andres F. Duatin College Secretary Visayas State College of Agriculture	Secretary

Hon. Juan L. Manuel, the Chairman, called the meeting  
to order at 1:13 p.m.

1 I. Approval of the Minutes of the Previous Meeting:

2 The minutes of the previous meeting held on September  
3 19, 1978, were approved after the following corrections  
4 were made:

5 Page 3, line 20 — the term "terminate" was replaced  
6 with "be completed."

1 Page 4, line 13 -- the word "schedule" was replaced  
2 with "classification of"; line 14 -- the word "such" was  
3 deleted; and line 15 -- the word "shall" was deleted.

4 page 9, line 2 -- the phrase "M.S. degrees" was re-  
5 placed with "advanced studies"; lines 8 and 12 -- the  
6 abbreviation "M.S." was replaced with "advanced."

7 Page 12, lines 3-5 -- the sentence was recast to  
8 read: "The proposal recommends the exemption of deserving  
9 advanced cadets from the payment of the comprehensive fees."

10 After making the foregoing corrections, on motion  
11 made and duly seconded, the Board approved the minutes of  
12 the previous meeting as corrected.

13 II. Matters Arising from the Approved Minutes:

14 A. Merit Increases

15 Pres. Bernardo informed the Board that the approved  
16 merit increases under Board Resolution No. 29b, s. 1978,  
17 intended for the VISCA Staff members adjudged outstanding  
18 in their work performances, could not be implemented  
19 because the funds for the purpose have not been released.

20 III. Report of the President:

21 A. Annual Report 1977-78

22 Pres. Bernardo reported orally the summary of his  
23 133-page Annual Report for 1977-78 by citing the out-  
24 standing accomplishments and significant events during

1 the period May 1, 1977 to June 30, 1978, as follows:

2 1. Outstanding Accomplishments

3 a. PCARR through Pres. Marcos, presented to VisCA the  
4 "Tanglaw Award," for outstanding research program.

5 b. An ERHS student, Homer Valenzona, was adjudged  
6 one of the "Ten Outstanding Young Scientist" (TOYS) of 1978.

7 c. The COCOFED training program in VisCA was consi-  
8 dered the best in the country.

9 d. VisCA was selected by the PCARR Governing Council  
10 as one of the multi-commodity research centers in the  
11 Philippines.

12 e. Eighty-six staff members were given scholarship/  
13 fellowship grants to pursue advanced studies here and abroad  
14 under the VisCA faculty development program.

15 f. "Barong" toga was adopted as the academic gown for  
16 the VisCA college graduates.

17 g. A Student thesis was adjudged the best paper pre -  
18 sented during the conference of weed scientists.

19 h. Five prizes were garnered by the ERHS delegates to  
20 the Regional Science Fair at Tacloban City.

21 i. The VisCA Catalog, VisCA Code, and the VisCA Vista  
22 came out this period.

24 j. Three staff members were recipients of Professorial  
25 Chairs from COCOFED.

1 k. Payments for lands acquired through negotiated sales  
2 as provided by PD 1107 started.

3 2. Significant Events

4 a. Visit of Minister Juan L. Manuel as the guest speaker  
5 for the 1978 commencement exercises.

6 b. Visit of distinguished root crops scientist from CIAT  
7 and IDRC.

8 c. Massive building and site development program for  
9 the new college campus started.

10 d. Four members of the ViSCA staff attended a one-month  
11 training program on cassava at CIAT, Cali, Columbia, South  
12 America, namely: Dr. Marianito R. Villanueva, director of  
13 PROCRTC; Dr. Emiliana N. Bernardo, head, Department of Crop  
14 Protection; Dr. Rodolfo G. Escalada, head, Department of  
15 Agronomy and Soils; and Dr. Manuel K. Palomar, associate prof-  
16 fessor, Department of Crop Protection.

17 e. The memorandum of agreement between ViSCA and FORI  
18 was signed allotting 17.6 hectares for the establishment of a  
19 research station in this College.

20 f. COCOFED donated four dormitories with a total  
21 capacity of 250 students.

22 B. Development Plan for 1979

23 Pres. Bernardo presented also a volume on the develop-  
24 ment plan of ViSCA which outlines the targets of this  
25 College for the year 1979.

1 IV. Administrative Matters:

2 A. Review and Possible Revision of the Delegated Functions  
3 and Authorities to the College President

4 The ViSCA Board Resolution No. 6, s. 1974 and No. 39,  
5 s. 1978 which specify the delegated functions and authorities  
6 to the College President by the Board of Trustees were presen-  
7 ted for review for the purpose of determining the possibility  
8 of revising those delegated powers with the aim of sharing  
9 more powers to the college head. The idea of sharing more of  
10 the Board powers to the College President was suggested by Dr.  
11 Manuel S. Alba in the last meeting of the Board; hence, the  
12 presentation of said resolutions.

13 Upon review of the delegated functions and authorities  
14 to the College President as specified in the above-cited  
15 resolutions and finding that the delegated powers are inclu-  
16 sive enough, the Board deferred action on the revision of the  
17 same.

18 B. Appointments (New, Renewal, Promotion)

19 The College President presented to the Board for appro-  
20 priate action proposals on appointments (Appendix A) as  
21 follows:

- 22 1. Ad interim appointments for two staff members;
- 23 2. New appointments for twenty-two staff members under  
24 Board Resolution No. 6, s. 1974;
- 25 3. Promotional appointments for four staff members;
- 26 4. Renewal of appointments for monthly honoraria for  
27 four directors;

5. Renewal of appointments for four legal consultants;
6. Renewal of appointments of BINP men assigned in ViSCA;
- and 7. Appointment of an officer-in-charge of the ERHS;

On motion made and duly seconded, the Board passed the following resolutions:

BOARD RESOLUTION NO. 1a, s. 1979

Confirming the appointments of Ms. Linda K. Miranda as Assistant Professor & Chief Librarian at the rate of ₱18,396.00 p.a. effective December 28, 1978, and Dr. Carmeniano M. Miranda II as Resident Physician at the rate of ₱13,152.00 p.a. with an incentive allowance of ₱100.00 per month, effective December 28, 1978, subject to COA and Civil Service Rules and Regulations. (Appendix A-1)

BOARD RESOLUTION NO. 1b, s. 1979

Noting the appointments as authorized by Board Resolution No. 6, s. 1974, the following: (Appendix A)

1. Noel C. Delgado, Instructor, ₱9,756 p.a. effective December 1, 1978;
2. Jacob Glenn F. Jansalin, Asst Instructor, ₱9,024 p.a., effective November 14, 1978;
3. Raul L. Abit, Clerk, ₱5,928 p.a., effective December 16, 1978;
4. Leonarda B. Salvoro, Asst Instructor, ₱7,956 p.a., effective November 13, 1978;
5. Edwin A. Balbarino, Res. Asst., ₱6,936 p.a., effective November 1, 1978;
6. Abigail T. Parrilla, Clerk, ₱5,928 p.a., effective December 16, 1978;
7. Juliana S. Bodegon, Asst Instructor, ₱8,304 p.a., effective November 3, 1978;
8. Edgardo L. Dequito, Buyer, ₱7,236 p.a., with incentive allowance of ₱200 per month, effective November 1, 1978;
9. Simeon P. Sedrome, Clerk, ₱5,928 p.a., with incentive allowance of ₱100 per month, effective December 16, 1978;
10. Alipio P. Cordero, Driver, ₱4,164 p.a., with incentive allowance of ₱200 per month, effective October 1, 1978;

11. Gregorio B. Soria, Bookbinder, ₱3,780 p.a., effective October 1, 1978;
12. Angel M. Bande, Carpenter, ₱5,928 p.a., effective October 1, 1978;
13. Emiliano G. Modina, Carpenter, ₱5,928 p.a., effective October 1, 1978;
14. Esmeraldo S. Managbanag, Mechanic, ₱5,928 p.a., effective October 1, 1978;
15. Editha C. Calienta, Information Editor, ₱7,620 p.a., effective November 13, 1978;
16. Romeo A. Valenzona, Clerk, ₱5,928 p.a., effective October 1, 1978;
17. Redempta L. Soria, Clerk, ₱5,928 p.a., effective November 1, 1978;
18. Romeo C. Yap, Clerk, ₱5,928 p.a., effective December 28, 1978;
19. Brigido B. Estabillo, Clerk, ₱5,928 p.a., effective November 9, 1978;
20. Analou S. Montejo, Clerk, ₱5,928 p.a., effective December 16, 1978;
21. Marcelina C. Amihan, Clerk, ₱5,928 p.a., effective December 16, 1978; and
22. Romeo M. Rebuyas, Clerk, ₱5,928 p.a., effective December 28, 1978;

All to take effect as specified above, subject to COA and Civil Service rules and regulations.

#### BOARD RESOLUTION NO. 1c, s. 1978

Confirming the promotional appointments of the following: (Appendix A)

1. Dr. Isabel P. Bertulfo, Res. Physician with the rank of Asst. Prof. at ₱14,676 p.a., with incentive allowance of ₱100 per month, effective December 28, 1978;
2. Ms. Linda U. Nuova, Admissions Officer at ₱12,516 p.a., effective Dec. 16, 1978;
3. Ms. Fe C. Pascual, Accountant II, at ₱9,756 p.a., effective December 28, 1978; and
4. Ms. Delia L. Silao, Accounting Clerk at ₱6,552 p.a., effective December 28, 1978;

All to take effect as specified, subject to COA and Civil Service rules and regulations.

#### BOARD RESOLUTION NO. 1d(1) s. 1979

Confirming the renewal of appointments for monthly honorarium of ₱300 each of the following directors: (Appendix A)

1. Dr. Emiliana N. Bernardo, Director of Instruction
2. Dr. Samuel S. Go, Director of Business and Administrative Affairs
3. Prof. Francisco G. Bascug, Director of Student Affairs
4. Prof. Manuel A. Ancheta, Director of Development Planning

All to take effect as proposed, subject to availability of funds and COA and Civil Service rules and regulations. (Appendix A)

BOARD RESOLUTION NO. 1d(2) s. 1979

Noting the renewal of appointments for honorarium of the three legal consultants and one Head, Claims Office for Land Acquisition, namely: (Appendix A)

1. Judge Ruben Agpalo, Legal Consultant, at ₱600/mo.
2. Solicitor Amado Aquino, Legal Consultant at ₱450/mo.
3. Solicitor Francisco de la Torre, Legal Consultant, ₱450/mo.
4. Atty. Alfea C. Javier, Head, Claims Office for Land Acquisition at ₱1,000/mo.

All appointments to take effect January 1, 1979, and terminate on or before December 31, 1979, subject to availability of funds and COA rules and regulations.

BOARD RESOLUTION No. 1d(3), s. 1979

Noting the renewal of appointments for honorarium of the members of the Baybay National Integrated Police (BINP) assigned at the Police Outpost in Pangasugan to assist the ViSCA Security Force; the member of the Philippine Constabulary (PC) assigned to the ViSCA Security Force; and of Captain Agapito Retana or whoever heads the BINP at ViSCA, at the rate of ₱100 each per month, effective January 1, 1979, subject to availability of funds and COA rules and regulations.

BOARD RESOLUTION NO. 1d(4), s. 1979

Confirming the appointment of Ms. Corazon de la Calzada as Officer-in-Charge of the Experimental Rural High School, with honorarium of ₱200 per month, effective July 1, 1978, subject to availability of funds and COA rules and regulations.

1 C. Incentive Allowance for PFI Teachers

2 A recommendation to give incentive allowances to the  
3 three teachers assigned at the Rural Development High  
4 School, Sab-a Basin was presented. (Appendix B)

5 On motion made and duly seconded, the Board passed:

6 BOARD RESOLUTION NO. 2, s. 1979

7 Approving the proposal to give incentive allowance  
8 of P100 each per month to the three (3) teachers  
9 assigned at the Rural Development High School, Sab-a  
10 Basin, charged to the operation and maintenance funds  
11 for the RDHS, subject to availability of funds and COA  
12 rules and regulations.

13 To take effect not earlier than January 1, 1979.

14 D. Candidates for Graduation Class 1979

15 Some seventy-nine (79) candidates for graduation from  
16 four (4) four-year degree programs and two (2) non-degree  
17 technician courses for the First Semester, SY, 1978-79,  
18 were presented for confirmation of their graduation.

19 (Appendix C)

20 On motion made and duly seconded, the Board passed:

21 BOARD RESOLUTION NO. 3, s. 1979

22 Confirming the graduation of the students of  
23 the Visayas State College of Agriculture for the  
24 First Semester, SY, 1978-79, as recommended by the  
25 VISCA Academic Council, consisting of seventy-nine  
26 (79) candidates distributed as follows:

27	BSA	22 candidates
28	BSAEd	26 candidates
29	BSADE	12 candidates
30	BSHE	7 candidates
31	Forest Ranger	1 candidate
32	CPT	11 candidates
33	Total	79 candidates

34 All candidates to graduate from their respective  
35 courses, subject to the requirements and rules regarding  
36 graduation such as presentation of clearance and attendance  
37 at the commencement exercises.

1 E. Conversion of Some Existing Positions

2 Unfilled positions, both old and new, have been re-  
3 commended for conversion. (Appendix D)

4 On motion made and duly seconded, the Board passed:

5 BOARD RESOLUTION NO. 4, s. 1979

6 Approving the proposed conversion/upward adjust-  
7 ments of existing and approved new positions, with  
8 corrections/suggestions on Item A1. (Architect to  
9 Superintendent of Physical Plant, Rank of Assistant  
10 Professor) and A2. (Stenographer to Fireman-Security  
11 Guard), (Appendix D): That, the Architect position  
12 may be converted into Superintendent of Physical  
13 Plant position as a regular item which may be filled  
14 with a qualified fellow on full-time basis, instead  
15 of assigning one with an academic rank and, That,  
16 the Stenographer position may be retained and create  
17 instead a new position of a Fireman-Security Guard,  
18 subject to CCPC rates and budgetary rules and regu-  
19 lations.

20 F. Proposed Use of Salary Savings from New Positions to

21 Supplies and Materials

22 A proposal for the transfer of salary savings from new  
23 positions to supplies and materials in the amount of ₱253,294  
24 was presented. Specifically, the salary savings shall be  
25 used to purchase construction materials, spare parts, chemicals,  
26 and feed supplies. (Appendix E)

27 On motion made and duly seconded, the Board passed:

28 BOARD RESOLUTION NO. 5, s. 1979

29 Approving the proposed transfer of salary savings  
30 from new positions to supplies and materials in the  
31 amount of ₱253,294, as specified in the proposal  
32 (Appendix E), subject to CCA rules and regulations.

33 G. Proposed distribution of Salary Adjustment Fund per BC 292

34 A proposal was presented to distribute the Salary Adjust-

1 ment Fund for (1) the Payment of additional salary adjust-  
 2 ment under BC 292 and the balance for (2) the purchase of  
 3 books and scientific journals.

4 On motion made and duly seconded, the Board passed:

5 BOARD RESOLUTION NO. 6, s. 1979

6 Approving the proposed distribution of the Salary  
 7 Adjustment Fund per BC 292, to be used for salary  
 8 adjustment of Assistant Instructor/Research Asst. to  
 9 the rates for Assistant Instructor authorized under  
 10 BC 292, in the amount of ₱16,716 and the balance  
 11 for the purchase of books and scientific journals  
 12 in the amount of ₱396,284, as specified in the pro-  
 13 posal (Appendix F), subject to COA rules and regulations.

14 H. Proposed New Positions

15 Some thirty-six (36) new positions intended for the various  
 16 departments/offices were presented for Board approval.

17 On motion made and duly seconded, the Board passed:

18 BOARD RESOLUTION NO. 7, s. 1979

19 Approving the proposed new positions for  
 20 1979 for the various departments/offices of ViSCA,  
 21 as indicated in the proposal (Appendix G), to in-  
 22 clude a new position of one (1) Fireman-Security  
 23 Guard (as suggested in BR No. 4, s. 1979), subject  
 24 to OCPC rates and availability of funds.

25 I. Proposed Graduate Degree Program

26 Pres. Bernardo presented for Board approval two proposed  
 27 master's degree programs, namely: the (1) Master of Science  
 28 in Agricultural Development Education (MSADE) and (2) Master  
 29 in Agricultural Development Education (MADE). Appendix H)

30 Convinced that there is a need for ViSCA to offer graduate  
 31 studies now and believing that the institution has the capacity  
 32 and capability to handle advanced degree programs, on motion

1 made and duly seconded, the Board passed:

2 BOARD RESOLUTION NO. 8, s. 1979

3 Approving in principle the proposed graduate  
4 degree programs in Agricultural Development Education  
5 leading to the degrees of Master of Science in Agri-  
6 cultural Development Education (MSADE), and Master in  
7 Agricultural Development Education (MADE), with the  
8 suggestion to "package" the proposal by including all  
9 required supportive services and the corresponding  
10 budget to be submitted to the Minister of Education  
11 and Culture who will in turn present the same for  
12 approval to the Board of National Education (BNE)  
13 when they meet on the second Tuesday of February  
14 this year.

There being no other matter to discuss, Hon. Juan L.

Manuel, the Chairman, adjourned the meeting at 3:02 p.m.

Certified True and Correct:

ANDRES F. DUATIN  
Secretary

Attested:

HON. JUAN L. MANUEL  
Chairman

Approved as corrected on  
March 30, 1979

# - 2 - A P P O I N T M E N T S

6. Abigail T. Durrillo  
BS in Commerce

## I. Ad interim Appointments

1. Ms. Linda K. Miranda  
Dept. of MSLS - Simmons College  
Boston, Mass. - 1967

7. Juliana S. Bodegan  
BS in Agriculture  
UPIA - 1977

2. Dr. Carmaniano M. Miranda II  
Doctor of Medicine  
Business & Southwestern Univ. - 1967

8. Edgardo L. Dequito  
BS in Business Administration  
CS eligibility - First Grade

## II. Appointments Authorized by Board Resolution No. 6, s. 1974

### Dept. of Ag. Engineering & Applied Mathematics

9. 1. Noel C. Delgado  
BS in Statistics  
CS eligibility - Career Service  
UPIB - 1978

### Experimental Rural High School

10. 2. Jacob Glenn P. Jansalin  
BS in Chemistry  
Silliman Univ. - 1978

3. Raul L. Abit  
Second Year Commerce  
Library CS eligibility - Career Service

11. Gregorio B. Coria  
Dept. of Ag. Development Education

4. Leonarda B. Salvore  
Bachelor of Arts with 21 units  
Physical Ed. in Education  
Divine Word Univ. - 1976

12. Angel M. Bania  
Community Extension Service

5. Edwin A. Balbarino  
BS in Ag. Development Educ.  
VISCA - 1978

Clerk  
\$5,928.00 p.a.  
Item No. 121(13)  
Effective: Dec. 16, 1978

Asst. Professor IV &  
Chief Librarian  
\$18,396.00 p.a.  
Item No. 11  
Effective: Dec. 28, 1978  
Item No. 62(1)

Resident Physician  
\$13,152.00 p.a.  
Item No. 28  
Effective: Dec. 28, 1978  
\$w/incentive allowance  
of \$100.00 per month  
Item No. 80(1)

\$w/incentive allowance  
of \$100.00 per month

Instructor I  
\$9,756.00 p.a.  
Item No. 123(20)  
Effective: Dec. 1, 1978  
\$w/incentive allowance  
of \$100.00 per month

Asst. Instructor III  
\$9,024.00 p.a.  
Item No. 123(18)  
Effective: Nov. 14, 1978  
\$w/incentive allowance  
of \$100.00 per month

Clerk  
\$5,928.00 p.a.  
Item No. 111(12)  
Effective: Dec. 16, 1978

\$5,928.00 p.a.  
Item No. 129(18)  
Asst. Instructor II 1978  
\$7,956.00 p.a.  
Item No. 123(12)  
Effective: Nov. 13, 1978

Carpenter  
\$5,928.00 p.a.  
Item No. 104(1)  
Research Assistant I 1978  
\$6,936.00 p.a.  
Item No. 74(6)  
Effective: Nov. 1, 1978

6. Abigail T. Parrilla  
BS in Commerce  
CS eligibility: Career Service

Clerk  
₱5,928.00 p.a.  
Item No. 111(13)  
Effective: Dec. 16, 1978

Dept. of Animal Science and Veterinary Medicine

7. Juliana S. Bodegon  
BS in Agriculture  
UP18 - 1977

Asst. Instructor II  
₱8,304.00 p.a.  
Item No. 62(1)  
Effective: Nov. 3, 1978

15. Editha C. Caliente

Business & Administrative Affairs

8. Edgardo L. Dequito  
BS in Business Administration  
CS eligibility - First Grade  
CS eligibility - Career Service

Buyer  
₱7,236.00 p.a.  
Item No. 80(1)  
Effective: Nov. 1, 1978  
\*w/incentive allowance  
of ₱100.00 per month

9. Simson P. Sedrone  
BS in Commerce  
CS eligibility - Career Service

Clerk  
₱5,928.00 p.a.  
Item No. 111(18)  
Effective: Dec. 16, 1978  
\*w/incentive allowance  
of ₱100.00 per month

17. Remedios L. Soria  
Bachelor of Arts  
CS eligibility: Career Service

10. Alipio P. Cordero  
Second Year High School

Driver  
₱4,164.00 p.a.  
Item No. 129(22)  
Effective: October 1, 1978  
\*w/incentive allowance  
of ₱200.00 per month

18. Romeo C. Yap  
BS in Commerce  
CS eligibility: Career Service

Library

11. Gregorio B. Soria  
Second Year in Agriculture

Clerk  
₱3,928.00 p.a.  
Item No. 129(18)  
Effective: October 1, 1978

Physical Plant Office

12. Angel M. Bando  
Second Year High School

Carpenter  
₱5,928.00 p.a.  
Item No. 104(1)  
Effective: October 1, 1978

13. Emiliano G. Modina  
Grade V  
Carpenter  
P5,928.00 p.a.  
Effective: October 1, 1978
14. Esmeraldo S. Managbanag  
Elementary Graduate  
Mechanic  
P5,928.00 p.a.  
Effective: Dec. 28, 1978

Information Office

15. Editha C. Calienta  
Bachelor of Arts  
CSJR - 1977  
Information Editor  
P7,620.00 p.a.  
Item No. 69  
Effective: Nov. 13, 1978
16. Romeo A. Valenzona  
BS in Commerce  
CS eligibility - Career Service  
Clerk  
P5,928.00 p.a.  
Item No. 111(14)  
Effective: October 1, 1978

Development Planning Office

17. Redempta L. Soria  
Bachelor of Arts  
CS eligibility: Career Service  
Clerk  
P5,928.00 p.a.  
Item No. 111(8)  
Effective: Nov. 1, 1978

College Secretary's Office

18. Romeo C. Yap  
BS in Commerce  
CS eligibility: Career Service  
Clerk  
P5,928.00 p.a.  
Item No. 87(1)  
Effective: Dec. 28, 1978
19. Brigido B. Estabillo, Jr.  
Third Year Commerce  
CS eligibility: Second Grade  
Clerk  
P5,928.00 p.a.  
Item No. 111(9)  
Effective: Nov. 9, 1978

Dept. of Home Science

20. Analou S. Montejo  
Second Year Commerce  
CS eligibility: Career Service  
Clerk  
P5,928.00 p.a.  
Item No. 111(4)  
Effective: Dec. 16, 1978

\*Incentive allowance is subject to availability of funds

Dept. of Crop Protection

21. Marcelina C. Amihan  
BS in Agricultural Homemaking  
CS eligibility: Career Service  
Effective: Dec. 16, 1978
22. Prof. Francisco C. Sarcos  
Director of Student Affairs  
Effective: January to June 1979

Property and Supply Management Division

22. Romeo M. Rebugas  
BS in Elementary Education  
CS eligibility: Career Service  
Effective: Dec. 28, 1978

III. Promotional Appointments

1. Dr. Isabel P. Bertulfo  
Doctor of Medicine  
Southwestern University 1965  
Present Position: Resident Physician  
Effective: Dec. 28, 1978
2. Ms. Linda U. Nuena  
AB-BSE with 21 units in MA  
Present Position: Student Records Examiner  
Effective: Dec. 16, 1978
3. Ms. Fe C. Pascual  
BSC major in Accounting  
CS eligibility: First Grade  
Present Position: Bookkeeper  
Effective: Dec. 28, 1978
4. Ms. Delia L. Silao  
BSC major in Accounting  
CS eligibility: Second Grade  
Present Position: Clerk  
Effective: Dec. 16, 1978

IV. Renewal of Appointments for Honorarium

1. Dr. Emiliana N. Bernardo  
Professor II  
Effective: January to June 1979

\*Incentive allowance is subject to availability of funds

2. Dr. Samuel S. Go  
Director of Business & Administrative Affairs  
P300.00 per month  
Effectivity: January to June 1979
10. Capt. Agapito Retana or whoever heads the Baybay Integrated National Police Force  
Director of Student Affairs  
P300.00 per month  
Effectivity: January to June 1979
3. Prof. Francisco G. Bascug  
Director of Development Planning  
P300.00 per month  
Effectivity: January to June 1979
11. Mr. Corason de la Calzada  
Instructor III  
4. Prof. Manuel A. Ancheta  
Legal Consultant  
P600.00 per month  
Effectivity: January 1 to Dec. 31, 1979
5. Judge Ruben Agpalo  
Legal Consultant  
P450.00 per month  
Effectivity: January 1 to Dec. 31, 1979
6. Solicitor Amado Aquino  
Legal Consultant  
P450.00 per month  
Effectivity: January 1 to Dec. 31, 1979
7. Solicitor Francisco de la Torre  
Legal Consultant  
P450.00 per month  
Effectivity: January 1 to Dec. 31, 1979
8. Atty. Alfea C. Javier  
Legal Officer  
Head, Claims Office for Land Acquisition  
P1,000.00 per month  
Effectivity: January 1 to Dec. 31, 1979
9. Members of the Baybay Integrated National Police assigned at the Police Outpost in Pangasugan to assist the VISCA Security Force and a member of the Philippine Constabulary assigned to the VISCA Security Force.  
P100.00 per month  
Effective: January 1, 1979

VIRAL STATE - 6 - BUREAU OF AGRICULTURE  
Baybay, Leyte

## DEPARTMENT OF AGRICULTURAL DEVELOPMENT EDUCATION

10. Capt. Agapito Retana or whoever  
heads the Baybay Integrated  
National Police Force
- Consultant on Security  
Matters 1978  
P100.00 per month  
Effective: January 1, 1979

The President

11. Ms. Corazon de la Calzada  
Baybay Instructor III

Officer-in-Charge of the  
Experimental Rural High  
School  
P200.00 per month  
Effective: July 1, 1978

Dear Sir:

Recent feedback received from our staff at the Rural  
Development High School, Saba Main pointed to the difficulty and  
inconvenience experienced by them in addition to the risk of  
contracting the dreadful disease endemic to the area. These  
impressions were not at first brought to the open may be because  
they were new and they may not have personally observed the worst  
condition of the environment.

Also, while their status as substitute instructors is  
contemplated to be converted to permanent VI-CA item, in the  
process they will eventually receive less than what they are  
receiving now. This might cause some sort of dissatisfaction  
and unwarranted feelings of frustration that may lead them to seek  
employment in less hazardous places.

In this connection, I am proposing that they shall be given  
hardship allowance of not less than one hundred pesos a month.  
This expense item is indicated in the proposal for the maintenance  
and operation of RHE which was made as the basis of Board Resolu-  
tion No. 30 approved in August of 1977.

I hope you will consider this proposal favorably.

Very truly yours,

(Sgd.) FREDERICO R. FLAJO

A true copy:

R. C. Zap  
O.C. Clark

VISAYAS STATE COLLEGE OF AGRICULTURE  
Office of the Secretary  
Baybay, Leyte

DEPARTMENT OF AGRICULTURAL DEVELOPMENT EDUCATION  
First Semester, 1978-79

I. BACHELOR OF SCIENCE IN AGRICULTURE (BSA): October 16, 1978

REQUIREMENTS FOR GRADUATION

	<u>Name</u>	<u>Major</u>	<u>Academic</u>	<u>YCAP</u>	<u>PD</u>	<u>Clearance</u>
	The President Visayas State College of Agriculture Baybay, Leyte					
1.	Alfonso B. Dulag, Leyte	Agron	Completed	Complied	Complied	Complied
	Dear Sir:					
2.	ALONZO, Elizar E.	Agron	Completed	Complied	Complied	Complied
3.	Recent feedback received from our staff at the Rural Development High School, Saba Basin pointed to the difficulty and inconveniences experienced by them in addition to the risk of contracting the dreaded disease endemic to the area. These impressions were not at first brought to the open may be because they were new and they may not have personally observed the worst condition of the environment.					
4.						
5.	ASENCION, Arcadio B.	Agron	Completed	Complied	Complied	Complied
6.	Also, while their status as substitute instructors is contemplated to be converted to permanent VISCA item, in the process they will eventually receive less than what they are receiving now. This might cause some sort of dissatisfaction and unwarranted feelings of frustration that may lead them to seek employment in less hazardous places.					
	Thesis: PERFORMANCE & PROFITABILITY: Feeding Broilers at Different Ages with Varying Levels of Crude Protein					
7.	In this connection, I am proposing that they shall be given hardship allowance of not less than one hundred pesos a month. This expense item is indicated in the proposal for the maintenance and operation of RHE which was made as the basis of Board Resolution No. 30 approved in August of 1977.					
8.	CINCO, Nilda C.	Agron	Completed	Complied	Complied	Complied
	I hope you will consider this proposal favorably.					
9.	CORNEJO, Rogelio B. Tanauan, Leyte	Agron	Completed	Complied	Complied	Complied
	Very truly yours,					
10.	*DAGOY, Hipolito C. Villaba, Leyte	Crop Prot	Completed	Complied	Complied	Complied
	(SGD.) FEDERICO R. FLORES					
	A true copy:					
	Thesis: CORRELATION BETWEEN INSECT INFESTATION AND YIELD REDUCTION ON SWEET POTATO (BN#3 51)					
11.	R. C. Yap O.C.S. Clerk Baybay, Leyte	Agron	Completed	Complied	Complied	Complied

\*With Thesis

VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte  
Office of the College Secretary

TENTATIVE LIST OF CANDIDATES FOR GRADUATION  
First Semester, 1978-79

I. BACHELOR OF SCIENCE IN AGRICULTURE (BSA):

REQUIREMENTS FOR GRADUATION

<u>Name</u>	<u>Major</u>	<u>Academic</u>	<u>YCAP</u>	<u>PD 1153</u>	<u>Clearance</u>
1. ADONIS, Brigida L. Dulag, Leyte	Agron	Completed	Complied	Complied	Complied
2. ALONZO, Elizar E. Sta. Fe, Leyte	Agron	Completed	Complied	Complied	Complied
3. AMAYA, Victoria M. Dalaguete, Cebu	Agron	Completed	Complied	Complied	None
4. ANDO, Villajada T. Hinunangan, S. Leyte	Agron	Completed	Complied	Complied	Complied
5. ASENCION, Anecito B. Inopacan, Leyte	Agron	Completed	Complied	Complied	Complied
6. *BRAGA, Danila G. Baybay, Leyte	An Husb	Completed	Complied	Complied	Complied
Thesis: PERFORMANCE & PROFITABILITY: Feeding Broilers at Different Ages with Varying Levels of Cassava Meal					
7. CAOCTOY, Agapito, Jr. W. Ormoc City	An Husb	Completed	Complied	Complied	Complied
8. CINCO, Nilda C. Tacloban City	Agron	Completed	Complied	Complied	Complied
9. CORNEJO, Rogelio B. Tanauan, Leyte	Agron	Completed	Complied	Complied	Complied
10. *DAGOY, Hipolito C. Villaba, Leyte	Crop Prot	Completed	Complied	Complied	Complied
Thesis: CORRELATION BETWEEN INSECT INFESTATION AND YIELD REDUCTION ON SWEET POTATO (BNAG 51)					
11. ESPINOSA, Diosdada A. Baybay, Leyte	Agron	Completed	Complied	Complied	Complied

\*With Thesis

REQUIREMENTS FOR GRADUATION

<u>Name</u>	<u>Major</u>	<u>Academic</u>	<u>YCAP</u>	<u>PD 1153</u>	<u>Clearance</u>
12. *GONZALES, Danilo C. Malitbog, So. Leyte	Agron	Completed	Complied	Complied	Complied
Thesis: GROWTH YIELD PERFORMANCE OF CABBAGE ( <u>Brassica</u> <u>Oleracea var. Capitata</u> ) RAISED FROM SLIPS AND SEEDLINGS					
13. GUNDIMARO, Alicia P. Baybay, Leyte	Agron	Completed	Complied	Complied	Complied
14. LORETO, Fleurdelys A. Baybay, Leyte	Agron	Completed	Complied	Complied	Complied
15. MANDRAS, Cristeto F. Ormoc City	An Husb	Completed	Complied	Complied	Complied
16. MEDALLA, Louie P. Baybay, Leyte	Agron	Completed	Complied	Complied	Complied
17. MERCADO, Ernesto C. San Ricardo, So. Leyte	Agron	Completed	Complied	Complied	Complied
18. *ORTEGA, Violeta F. Baybay, Leyte	Agron	Completed	Complied	Compoied	Complied
Thesis: RESPONSE OF CASSAVA TO MULCHING AND FERTILIZATION					
19. *PEDRINA, Virginia S. Isabel, Leyte	An Husb	Completed	Complied	Complied	Complied
Thesis: PERFORMANCE AND PROFITABILITY: Feeding Three Broiler Strains with Home Mixed and Different Commercial Rations					
20. PETEROS, Antonio, Jr. B. Inopacan, So. Leyte	Agron	Completed	Complied	Complied	Complied
21. SUAN, Luzviminda M. Surallah, So. Cotabato	Agron	Completed	Complied	Complied	Complied
22. TOMOL, Antonio A. Hinunangan, So. Leyte	Agron	Completed	Complied	Complied	Complied

II. BACHELOR OF SCIENCE IN AGRICULTURAL EDUCATION (BSAEd)

1. BADUYA, Loida A. Tacloban City	Agron	Completed	Complied	Complied	Complied
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\*With Thesis

REQUIREMENTS FOR GRADUATION

	<u>Name</u>	<u>Major</u>	<u>Academic</u>	<u>YCAP</u>	<u>PD 1153</u>	<u>Clearance</u>
2.	BESIN, Loida A. Tacloban City	Agron	Completed	Complied	Complied	Complied
3.	BOHOLST, Rex M. Dalaguete, Cebu	Agron	Completed	Complied	Complied	Complied
4.	CAINGIN, Edelmira R. Villaba, Leyte	Agron	Completed	Complied	Complied	Complied
5.	CASIDO, Romualdo L. St. Bernard, So. Leyte	An Husb	Completed	Complied	Complied	Complied
6.	CORAZA, Baudelio E. Pilar, Cebu City	Agron	Completed	Complied	Complied	Complied
7.	DIOLA, Basilisa N. Palo, Leyte	Agron	Completed	Complied	Complied	Complied
8.	DIOLA, Mansueta C. Sogod, So. Leyte	Agron	Completed	Complied	Complied	Complied
9.	GALLEGO, Lune S. Koronadal, So. Leyte	Agron	Completed	Complied	Complied	Complied
10.	GASES, Fredesvinda L. Anahawan, So. Leyte	An Husb	Completed	Complied	Complied	Complied
11.	GAYON, Teresita L. Basey, Samar	Agron	Completed	Complied	Complied	Complied
12.	GUMBA, Rustico, Jr. O. Baybay, Leyte	Agron	Completed	Complied	Complied	None
13.	MAYOL, Virginia O. Palompon, Leyte	Agron	Completed	Complied	Complied	Complied
14.	MONTAJES, Epigenio G. Mahaplag, Leyte	Agron	Completed	Complied	Complied	Complied
15.	PARAISO, Elena L. Baybay, Leyte	Agron	Completed	Complied	Complied	Complied
16.	PITAO, Evangeline L. Villaba, Leyte	Agron	Completed	Complied	Complied	Complied
17.	REBIGAN, Lecnor A. Baybay, Leyte	Agron	Completed	Complied	Complied	Complied

REQUIREMENTS FOR GRADUATION

	<u>Name</u>	<u>Major</u>	<u>Academic</u>	<u>YCAP</u>	<u>PD 1153</u>	<u>Clearance</u>
18.	REYES, Eva de los H. Baybay, Leyte	Agron	Completed	Complied	Complied	Complied
19.	ROMERO, Gloria E. Villaba, Leyte	Agron	Completed	Complied	Complied	Complied
20.	ROMERO, Teresita J. Rizal, Zambo. del Norte	Agron	Completed	Complied	Complied	Complied
21.	SAMALCA, Yolanda S. Matalom, Leyte	Agron	Completed	Complied	Complied	Complied
22.	SANDAGAN, Delma G. Dulag, Leyte	Agron	Completed	Complied	Complied	Complied
23.	SARDA, Nerie A. Argao, Leyte	Agron	Completed	Complied	Complied	Complied
24.	TERALC, Ma. Jiena L. La Paz, Leyte	Agron	Completed	Complied	Complied	Complied
25.	VALERIANO, Andres M. Maripipi, Leyte	Agron	Completed	Complied	Complied	Complied
26.	YEPES, Letecia A. Maasin, So. Leyte	Agron	Completed	Complied	Complied	Complied

III. BACHELOR OF SCIENCE IN AG. DEV. EDUC. (ESADE)

1.	ANDUYAN, Mabelin P. San Juan, So. Leyte	Ag Ext	Completed	Complied	Complied	Complied
2.	BISNAR, Arsenia A. Hindang, Leyte	Ag Ext	Completed	Complied	Complied	Complied
3.	COLON, Thelma J. Esperanza, Agusan del Sur	Ag Ext	Completed	Complied	Complied	Complied
4.	GALANO, Raymunda D. Magsaysay Ave., Baybay, Leyte	Ag Ext	Completed	Complied	Complied	Complied
5.	LANTAJO, Lorna M. Tacloban City	Ag Ext	Completed	Complied	Complied	Complied
6.	LORA, Sergia S. Maasin, So. Leyte	Ag Ext	Completed	Complied	Complied	Complied
7.	MARATAS, Zachary, Jr. V. St. Bernard, So. Leyte	Ag Ext	Completed	Complied	Complied	Complied
8.	OLMEDO, Wilma Y. Baybay, Leyte	Ag Ext	Completed	Complied	Complied	Complied

REQUIREMENTS FOR GRADUATION

	<u>Name</u>	<u>Major</u>	<u>Academic</u>	<u>YCAP</u>	<u>PD 1153</u>	<u>Clearance</u>
9.	ONDE, Henry A. Isabel, Leyte	Ag Ext	Completed	Complied	Complied	Complied
10.	PANA, Joseph Wader C. Davao City	Ag Ext	Completed	Complied	Complied	Complied
11.	TOLEDO, Nenita M. Albuera, Leyte	Ag Ext	Completed	Complied	Complied	Complied
12.	TOMAMPO, Julieta P. Baybay, Leyte	Ag Ext	Completed	Complied	Complied	Complied

IV. BACHELOR OF SCIENCE IN HOME ECONOMICS (BSHE)

		<u>Concentration</u>				
1.	BASCO, Carmen L. Maasin, So. Leyte	Ext	Completed	Complied	Complied	None
2.	ESTOYA, Janelyn S. Tandag, Surigao del Sur	Ext	Completed	Complied	Complied	Complied
3.	GERODIAS, Edilberta L. San Fran., Agusan del Sur	Ext	Completed	Complied	Complied	Complied
4.	LAWAS, Elvira P. Ormoc City	Ext	Completed	Complied	Complied	Complied
5.	OMPOD, Patricia A. Loreto, Surigao del Norte	Ext	Completed	Complied	Complied	Complied
6.	RITA, Ester O. Loreto, Surigao City	Ext	Completed	Complied	Complied	Complied
7.	VILBAR, Anacorita B. Baybay, Leyte	Ext	Completed	Complied	Complied	Complied

V. FOREST RANGER:

		<u>Specia- lization</u>				
1.	SUAN, Eduardo A. Macrohon, So. Leyte	None	Completed	Complied	Complied	Complied

VI. HOME ECONOMICS TECHNICIAN (HET):

None

REQUIREMENTS FOR GRADUATION

<u>Name</u>	<u>Major Specia- lization</u>	<u>Academic</u>	<u>YCAP</u>	<u>PD 1153</u>	<u>Clearance</u>
<u>1. CRCP PRODUCTION TECHNICIAN (CPTC)</u>					
1. CAAYOHAN, Delia A. Javier, Leyte	None	Completed	Complied	Complied	Complied
2. DY, Anita L. Baybay, Leyte	None	Completed	Complied	Complied	Complied
3. ESCASINAS, Purificacion C. Gabas, Baybay, Leyte	None	Completed	Complied	Complied	Complied
4. ESTREMOS, Fidel B. Tudela, Camotes, Cebu	None	Completed	Complied	Complied	Complied
5. HINAY, Antonio A. Sogod, So. Leyte	None	Completed	Complied	Complied	Complied
6. MABALE, Luz S. Abuyog, Leyte	None	Completed	Complied	Complied	Complied
7. PANAL, Clara O. Villaba, Leyte	None	Completed	Complied	Complied	Complied
8. POLO, Florida A. Baybay, Leyte	None	Completed	Complied	Complied	Complied
9. RIVILLA, Rodolfo L. Ormoc City	None	Completed	Complied	Complied	Complied
10. TULANG, Benita C. Hinunangan, So. Leyte	None	Completed	Complied	Complied	Complied
11. UMACOB, Elmer C. Anahawan, So. Leyte	None	Completed	Complied	Complied	Complied

Summary:

BSA 1	22
BSAEd	26
BSADE	12
BSHE	7
Forest Ranger	1
HET	0
CPTC	11
	<u>79</u>

ANDRES F. DUATIN  
College Secretary

/bbejr

3. JUSTIFICATIONS FOR CONVERSION/UPWARD ADJUSTMENTS  
OF EXISTING AND APPROVED NEW POSITIONS

A. FOR CONVERSION

1. Architect to Superintendent of Physical Plant. (Rank of Assistant Professor)

The College has an academic staff member presently working as part-time superintendent. This set up did not prove very effective. At the present state of development in VISCA, the Physical Plant Office needs a full-time superintendent to closely supervise all activities such as: road construction and site development, building construction, maintenance of the electric, water, and sewage system, and operation and maintenance of the college motorpool. All this litany of functions can hardly be assumed and discharged in the best, most effective manner by a part-time superintendent.

BOARD ACTION: DEFERRED

2. Stenographer to Fireman-Security Guard

The College has recently acquired a brand new fire truck under the World Bank program. We need a fireman to operate this equipment. Since this truck is rarely used, the fireman will also act as security guard. This arrangement will be advantageous to the security set up of the college. Considering the ratio of security personnel to the number of zones, number of buildings (over 60) and size of campus and experiment station (150 ha.), the security force, indeed needs additional men.

BOARD ACTION: RETAIN STENOGRAPHER; CREATE NEW POSITION OF FIREMAN-SECURITY GUARD

3. Radiophone Operator to Cash Clerk - The person to be recruited

Under this resident physician who will also serve as  
will be assigned at out Cebu Procurement Office which is occupy-

Director of Infirmary, we have the following staff complement:  
ing an office space at the BPI Regional Office. Although we

Existing - 1 Resident Physician  
have a single side band radio, we cannot operate our radio

1 Dentist  
simultaneously with the BPI single side band radio. The college

1 Nurse  
simply utilizes the services of the BPI radio operator who is

1 Attendant  
paid an honorarium to operate the VISCA single side band radio.

Additional - 2 Nurses  
Since the college procurement office is located far from the

1 Pharmacist and Laboratory Technician  
head office, there is a need to establish a petty cash fund to

1 Dental Aide  
keep them operating. In view of this situation, we need a cash

2 Attendants  
clerk with regular item to handle the job who must be bonded.

Inasmuch as the resident physician will also teach courses

BOARD ACTION: APPROVED.

4. Clinic Physician to Resident Physician, Rank of Assistant  
Professor the academic rank of Assistant Professor. This

acad We requested a resident physician, not a clinic and, thus,  
physician, because we have a 15-bed infirmary under construction  
with World Bank funding. The nearest well-equipped hospital is

36 kilometers away with bad roads and bridgeless rivers to cross.

The small ill-equipped hospital in Baybay is eight kilometers The  
away from the college. Bad roads plied by few public utility

vehicles linked the college to Baybay proper. Our infirmary must  
provide 24-hour service to 2,000 students and 500 staff members

and employees on campus. In two or three years, the number of  
students will double. The medical doctor should, therefore, be

a resident physician. subjects, we propose for the conversion

Under this resident physician who will also serve as  
to Guidance Counselor, Rank of Instructor with a rate of \$9,780.  
Director of Infirmary, we have the following staff complement:

Existing - 1 Resident Physician

1 Dentist

6. ~~1 Research Assistant to Research Assistant Instructor~~ (using

1 Nurse

the rate authorized under BC 292 for Assistant Instructor with

1 Attendant

50% implementation) - Since these research assistants are also

Additional -2 Nurses

teaching subjects in the academic departments, we are proposing

1 Pharmacist and Laboratory Technician

for the conversion of the items to faculty positions following

1 Dental Aide

the rate under BC 292.

2 Attendants

7. We are also proposing for the conversion of the following items

Inasmuch as the resident physician will also teach courses

to faculty positions because the staff members concerned are

on hygiene, population education and family planning, we

also teaching subjects in the academic departments:

propose the academic rank of Assistant Professor. This

~~2 Research Associate II to Research Assistant Professor~~  
academic rank will make the position more attractive and, thus,

~~1 Senior Agronomist to Research Assistant Professor~~  
enable us to hire a good one.

~~2 Science Research Associate to Research Instructor~~

BOARD ACTION. APPROVED.

B. ~~5. Guidance Counselor to Guidance Counselor, Rank of Instructor -~~

1. The work of a guidance counselor is difficult and delicate. The  
rate given was \$5,784 which is the rate of clerks in VISCA. If  
we want to be sure of good advice to students which should also  
help us reduce academic delinquencies and prevent destructive  
or obstructive student activism, we should offer better salaries  
and hire good counselors. Since the guidance counselor will  
also teach Psychology subjects, we propose for the conversion

Justifications for Conversion/Upward Adjustments  
of Existing and Approved New Positions

to Guidance Counselor, Rank of Instructor with a rate of \$9,780.

BOARD ACTION. APPROVED IN  
PRINCIPLES - Subject to revision.

- of the rate using the scale set under BC 292 with 80% implementation of the rate.
6. 15 Research Assistant to Research Assistant Instructor (using the rate authorized under BC 292 for Assistant Instructor with 80% implementation) - Since these research assistants are also teaching subjects in the academic departments, we are proposing for the conversion of the items to faculty positions following the rate under BC 292.

7. We are also proposing for the conversion of the following items to faculty positions because the staff members concerned are also teaching subjects in the academic departments:

2 Research Associate II to Research Assistant Professor

1 Senior Agronomist to Research Assistant Professor

2 Science Research Associate to Research Instructor

B. FOR UPWARD ADJUSTMENT

1. Academic Positions - The new academic positions such as assistant instructors, instructors, and assistant professor were given very low rates. We are proposing that the rates should at least follow those provided for by LOI 69 and BC 292 for VISCA. LOI 69 considered VISCA an established college. Existing rates of assistant instructors are lower than the rate provided for by LOI 69 and BC 292 so we are proposing for the upward adjustment

LIST OF NEW POSITIONS

Justifications for Conversion/Upward Adjustments  
of Existing and Approved New Positions

Page 5

Positions	Position Title	Salary	Amount	Amount
1	Assistant Professor II	12,348	12,348	14,676
1	Research Asst. Professor			13,424
	of the rate using the scale set under BC 292 with 80%			
1	Implementation.	11,748	11,748	11,748
2.	<u>Non Academic Positions</u> - The rates given for administrative			
1	positions were very low so we are requesting for the upward			
	adjustment of the rates at lease by 10% so that we can recruit			
1	good ones.	9,136	9,136	11,352
2	Research Instructor			10,368
	Science Research Associate	7,712	12,424	20,736
3	Instructor I	8,304	24,912	29,552
9	Assistant Instructor	7,512	67,608	80,352
1	Guidance Counselor, Rank of			
	Instructor			9,780
	Guidance Counselor	5,784	5,784	
1	Cash Clerk			5,412
	Radiophone Operator	4,920	4,920	
1	Driver	4,164	4,164	4,584
1	Bookbinder	3,780	3,780	4,164
1	Messenger	3,720	3,720	4,092
26	Total		7207,244	7248,640

# LIST OF NEW POSITIONS

<u>Number of Positions</u>	<u>Position Title</u>	<u>Authorized Salary</u>	<u>Amount</u>	<u>Proposed Salary</u>	<u>Amount</u>
1	Assistant Professor II	12,348	12,348	14,676	14,676
1	Research Asst. Professor /Senior Agronomist/	11,748	11,748	13,404	13,404
1	Private Secretary	11,748	11,748	11,748	11,748
2	Instructor III	10,128	20,256	12,036	24,072
1	Resident Physician, Rank of Assistant Professor /Clinic Physician/	9,676	9,676	14,676	14,676
1	Instructor II	9,156	9,156	11,352	11,352
2	Research Instructor /Science Research Associate/	8,712	17,424	10,368	20,736
3	Instructor I	8,304	24,912	9,864	29,592
9	Assistant Instructor	7,512	67,608	8,928	80,352
1	Guidance Counselor, Rank of Instructor /Guidance Counselor/	5,784	5,784	9,780	9,780
1	Cash Clerk /Radiophone Operator/	4,920	4,920	5,412	5,412
1	Driver	4,164	4,164	4,584	4,584
1	Bookbinder	3,780	3,780	4,164	4,164
1	Messenger	3,720	3,720	4,092	4,092
26	Total		207,244		248,640

PROPOSAL FOR THE TRANSFER OF SALARY SAVINGS FROM  
NEW POSITIONS TO SUPPLIES AND MATERIALS IN THE  
AMOUNT OF ₦253,294.00

PROPOSED DISTRIBUTION OF SALARY ADJUSTMENT  
FUND BSC 292

The amount of ₦253,294.00 from the balance of allotment earmarked for new positions shall be used to purchase construction materials, spare parts, chemicals and feed supplies. 143,000

Construction materials shall be used for the repair of some cottages and classrooms, production of additional classroom chairs, and repair of damaged chairs. The repair of these cottages is expected to ease staff and student housing problems. New chairs shall be produced to replace unserviceable ones while old serviceable chairs shall be repaired immediately to avoid deterioration. With the completion of two buildings, there is a need to repair 16,716 the college science building for high school use. 196,284

At present, the college has a number of vehicles-light and heavy-that need spare parts. These vehicles need to be attended 43,000 to in order to ensure continuous operation.

Chemicals and feed supplies are needed for new stocks of pigs and goats acquired from Heifer Projects International, Arkansas, USA, under its dispersal program. The expenses for these new stocks were not included in CY 1978 college budget.

APPENDIX F

PROPOSAL FOR THE TRANSFER OF BALANCE OF FUNDS FOR  
SALARY ADJUSTMENT PER BC 292 TO PURCHASE BOOKS  
AND SUBSCRIPTION OF SCIENTIFIC JOURNALS IN

THE AMOUNT OF ₦396,284.00

PROPOSED DISTRIBUTION OF SALARY ADJUSTMENT  
FUND PER BC 292

The amount of ₦413,000.00 is intended for salary adjustment  
of college personnel as authorized under BC 292.

Amount ----- ₦413,000

receiving salary rates within the rates authorized under BC 292,  
only the rates of Assistant Instructors/Research Assistants are  
a PROPOSED DISTRIBUTION: authorized under BC 292 with 50% implemen-  
tation (Please see attached Flexilla Allocation List).

Salary Adjustment of Assistant Instructor/ Research Assistant to Rate of Assistant  
scientific Research Assistant to Rate of Assistant  
materials Instructor authorized under BC 292 ----- ₦ 16,716  
research Purchase of books and scientific journals ----- 396,284  
college.

₦ 413,000

PROPOSAL FOR THE TRANSFER OF BALANCE OF FUNDS FOR  
SALARY ADJUSTMENT PER BC 292 TO PURCHASE BOOKS  
AND SUBSCRIPTION OF SCIENTIFIC JOURNALS IN  
THE AMOUNT OF ₱396,284.00

The amount of ₱413,000.00 is intended for salary adjustment of college personnel as authorized under BC 292.

Since most of VisCA's academic personnel are presently receiving salary rates within the rates authorized under BC 292, only the rates of Assistant Instructors/Research Assistants are adjusted to the rate authorized under BC 292 with 80% implementation (Please see attached Plantilla Allocation List).

The balance of ₱396,284.00 shall be used for books and scientific journals subscriptions to beef up library reference materials which presently are considered deficient per standard research and instructional needs set for an agricultural college.

Faculty Person  
PLANTILLA ALLOCATION  
Visayas State College of  
Category C

Faculty personnel  
PLANTILLA ALLOCATION LIST  
Visayas State College of Agriculture  
Category C

As of January 1, 1978

Item Number		Name of Employee	Designation per PD 1250	Classification of Faculty Position under Annex B of this Circular	Basic Actual Salary as auth. under PD 1250	80% (60%) Salary Survey Increase	Salary as Adjusted January 1, 1978
PD 1250	PD 1050						
62(1)	62(1)	BODEGON, Juliana	Asst. Instructor II	Assistant Instructor	8,304	792	9,026
62(2)	62(2)	BANDALA, Pedro I.	Asst. Instructor II	Assistant Instructor	8,304	792	9,026
64(1)	64(1)	SALUNDAGUIT, Leonila T.	Research Assistant II	Res. Asst. Instructor	7,956	1,068	9,024
64(2)	64(2)	MESORADO, Norma B.	Research Assistant II	Res. Asst. Instructor	7,956	1,068	9,024
64(3)	64(3)	AMIHAN, Belita T.	Research Assistant II	Res. Asst. Instructor	7,956	1,068	9,024
64(4)	64(4)	SEROY, Lucena N.	Research Assistant II	Res. Asst. Instructor	7,956	1,068	9,024
66	66	VENTULA, Editha	Research Assistant II	Res. Asst. Instructor	7,956	1,068	9,024
67(1)	67(1)	CALIENTE, Alejandro C.	Asst. Instructor II	Assistant Instructor	7,956	1,068	9,024
67(2)	67(2)	EVANGELIO, Luvinin A.	Asst. Instructor II	Assistant Instructor	7,956	1,068	9,024
67(3)	67(3)	GLORIA, Nestor M.	Asst. Instructor II	Assistant Instructor	7,956	1,068	9,024
Page total					80,256	10,128	90,384

Certified Correct:

Approved

*[Signature]*  
MILTON B. BORNEO  
Personnel Officer

Faculty Personnel  
PLANTILLA ALLOCATION LIST  
Visayas State College of Agriculture  
Category C

As of January 1, 1978

Item Number		Name of Employee	Designation per PD 1250	Classification of Faculty Position under Annex B of this Circular	Basic Actual Salary as auth. under PD 1250	80% (60%) Salary Survey Increase	Salary as Adjusted January 1, 1978
PD 1250	PD 1050						
67(4)	67(4)	IGSOLO, Eunice C.	Asst. Instructor II	Assistant Instructor	7,956	1,068	9,024
67(5)	67(5)	SALAPA, Luis E., Jr.	Asst. Instructor II	Assistant Instructor	7,956	1,068	9,024
67(6)	67(6)	RICARTE, Alberto D.	Asst. Instructor II	Assistant Instructor	7,956	1,068	9,024
67(7)	67(7)	TORRES, Alexander P.	Asst. Instructor II	Assistant Instructor	7,956	1,068	9,024
70	70	KABRISTANTE, Norberto	Asst., Instructor I	Assistant Instructor	7,620	1,332	8,952
74(1)	74(1)	POSAS, Manuel B.	Res. Assistant I	Res. Asst. Instructor	6,936	1,884	8,820
74(2)	74(2)	MAHINAY, Perla A.	Research Assistant I	Res. Asst. Instructor	6,936	1,884	8,820
74(3)	74(3)	PARRILLA, Ebenezer T.	Research Assistant I	Res. Asst. Instructor	6,936	1,884	8,820
74(4)	74(4)	LAUZON, Roberta D.	Research Assistant I	Res. Asst. Instructor	6,936	1,884	8,820
74(5)	74(5)	DALION, Antonia P.	Research Assistant I	Res. Asst. Instructor	6,936	1,884	8,820
Page total					74,124	15,024	89,148

Certified Correct:

*Manuel E. B. B. B.*  
MANUEL E. B. B. B.

Faculty personnel  
PIANTILLA ALLOCATION LIST  
Visayas State College of Agriculture  
Category C

As of January 1, 1978

Item Number		Name of Employee	Designation per PD 1250	Classification of Faculty Position under Annex B of this Circular	Basic Actual Salary as auth. under PD 1250	80% (60%) Salary Survey Increase	Salary as Adjusted January 1, 1978
PD 1250	PD 1050						
74(6)	74(6)	URATE, Belen O.	Research Assistant I	Res. Asst. Instructor	6,936	1,884	8,820
74(7)	74(7)	EVANGELIO, Fe. C.	Research Assistant I	Res. Asst. Instructor	6,936	1,884	8,820
74(8)	74(8)	SALARES, Ligugayda H.	Research Assistant I	Res. Asst. Instructor	6,936	1,884	8,820
74(9)	74(9)	BARILEA, Eunice R.	Research Assistant I	Res. Asst. Instructor	6,936	1,884	8,820
74(10)	74(10)	TRENUELA, Raymundo M.	Research Assistant I	Res. Asst. Instructor	6,936	1,884	8,820
75	75	ALESNA, Wolfreda T.	Assistant Instructor I	Assistant Instructor	6,936	1,884	8,820
		Page Total	.....	.....	41,616	11,304	52,920
		CUMULATIVE TOTAL	.....	.....	195,996	36,456	232,452
		Actual Adjusted Salary, Jan. 1, 1978	.....	.....	.....	.....	215,736
		Additional Salary Adjustment	.....	.....	.....	.....	16,716
		Page total	.....	.....	.....	.....	.....

Certified Correct:

*[Signature]*  
OFFICIAL STAMP

VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte 7127

APPENDIX G

THE PROPOSED MAJOR DEGREE PROGRAM  
PROPOSED NEW POSITIONS\*  
For 1979

No.	DESIGNATION	SALARY P.A.	DISTRIBUTION (Dept./Office)
(2)	Research Associate Professor	19,584	PRCRTC
(1)	Research Assistant Professor	15,264	PRCRTC
(1)	Librarian with rank of Asst. Professor	15,264	PRCRTC
(1)	Editor of Technical Publications with rank of Asst. Professor	13,824	PRCRTC
(2)	Instructor	11,328	Ag Eng'g/Soils
(2)	Instructor	10,776	Horticulture
(1)	Asst Instructor	9,288	High School
(1)	Nurse	9,288	Infirmiry
(1)	Medical Technologist	8,400	Infirmiry
(1)	Bookkeeper	7,620	Manila Office
(1)	Buyer	7,608	Cebu Office
(4)	Clerk-Typist	6,552	OBAA, DAEM, DASVM, Personnel
(2)	Driver-Mechanic	6,552	RCRC/Agron
(1)	Budget Aide	6,552	Pres. Office
(2)	Security Guard	6,552	Security Office
(3)	Driver	5,964	PFO
(1)	Laboratory Aide	5,340	Ag Chem
(3)	Animal Caretaker	5,340	2DASVM/LMS
(5)	Janitors (for new buildings)	4,404	PFO
(1)	Security Guard/Fireman	7,620	Security Office

Total No. of positions = 36

\*Approved for Submission to the Budget - Board Resolution No. 7, s. 179,  
January 18, 1979

VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte 7127

THE PROPOSED GRADUATE DEGREE PROGRAM

Rationale

Created by P.D. 470, the Visayas State College of Agriculture (ViSCA) is a public, non-profit educational institution entrusted with the task of providing quality education for agricultural and rural development in the Visayas region. To meet actual and anticipated regional manpower needs, ViSCA seeks to produce leaders and professionals in the fields of agricultural education, extension, cooperatives, agricultural business management, as well as the priority areas of technical agriculture.

To achieve these objectives, the College has developed undergraduate programs that prepare students for employment in agricultural occupations. But like other industries, agriculture is progressively growing. For the past decade, it has undergone many changes that demand new knowledges and skills for people who will manage the total agricultural and rural development programs of the region and other service areas of the College. Consequently, graduates of Agriculture must keep abreast with these changes and continue to improve themselves professionally.

There is an evident desire among agricultural extension workers and vocational agriculture teachers to seek admission to graduate school as shown by large enrollments in MATEA programs administered by MEC and in almost all graduate schools in the Visayas. The need for a graduate program is likewise reflected in a survey conducted last September among extension workers in the Bureau of Agricultural Extension and agriculture teachers in agricultural schools and colleges to inquire empirically into the demand for a graduate program at ViSCA. Questionnaires were mailed to 129 extension workers and 75 Vo-Ag teachers in 25 agricultural schools and colleges. The randomly selected respondents represented 10 percent of the population. The main objective of the survey was to identify probable graduate students and determine their course preferences in agricultural extension and education.

In the survey, respondents were asked about their desire to seek admission to a graduate program at ViSCA leading to a Master's degree in agricultural education/extension. Eighty-eight percent of the extension workers and 97 percent of the vocational agriculture teachers indicated their intention to pursue graduate studies at ViSCA (Table 1). Of those who indicated their desire to pursue graduate education, majority planned to teach in college or to hold an administrative position (Table 2). These data showed that a good number of prospective students desire to seek admission to graduate school in ViSCA. The respondents' plans after finishing the degree suggest that the graduate curriculum to be developed for extension workers should put greater emphasis in administration of rural development programs while that for vocational agriculture teachers should include more courses in college teaching and other closely related subjects. Extension workers preferred administration and supervision as cognate fields (Table 3). Respondents were asked about their masteral program preferences. More

agricultural extension workers preferred Master in Agricultural Development Education (MADE), a non-thesis program, while agriculture teachers chose the Master of Science in Agricultural Development Education (MSADE) which requires a thesis (Table 4).

Based on the results of the study, ViSCA considers the graduate program needs of the region as real. Thus, the College has to develop a graduate program that caters to the needs of people engaged in agriculture and rural development. Towards this end, the Department of Agricultural Development Education (ADE) of the College is spearheading the offering of graduate courses leading to Master's degrees in Development education and extension.

The offering of graduate degree programs at ViSCA in agricultural education/extension, shall provide vocational agriculture teachers, extension workers and other professionals in the region the opportunity to pursue a masteral program without having to go to UP at Los Baños or to other graduate-degree granting educational institutions. It will also maximize the utilization of faculty time and expertise. Considering its present faculty strength, including five (5) doctorate degree holders and six (6) Master's degree holders, the Department of Agricultural Development Education can more than adequately handle the faculty requirements for the proposed masteral degree programs.

The expressed needs of extension workers and vocational agriculture teachers for graduate education and the available resources of the ADE department has prompted said department to propose the offering of two degree programs hereby submitted for consideration.

#### The Graduate School Faculty

As of the second semester of academic year 1978-79, there are 68 staff members in the College qualified to serve in the Graduate School Faculty (Table 5-6). In the Department of Agricultural Development Education, 11 are holders of advanced degrees in development communication, agricultural education and extension (Table 7).

The Graduate School Faculty may be classified into:

1. Resident - members of the faculty residing on the College campus.
  - a. Regular - members of the faculty employed in the academic department and offices of the College.
  - b. Affiliate - members of the faculty employed in the research and training centers of the College.
2. Visiting - faculty members and administrators of vocational schools and institutions of higher learning not employed in ViSCA and BAEx provincial agriculturists and regional officials who are at least Master's degree holders invited to teach graduate courses and become members of a graduate advisory committee in some special cases.

### Facilities

Expected to be completed before the first semester of school year 1979-80 are the Agricultural Development Education/Agricultural Economics, Agronomy/Soils, Crop Protection and Animal Science Buildings. These buildings are intended for classrooms and laboratories.

At present the library has a collection of 22,000 volumes of books and 302 titles of scientific journals and magazines. It also regularly receives machine copies of articles through the Scientific Library Services (SLS) of PCARR.

Furthermore, members of the staff in the Department of Agricultural Development Education own about 300 volumes of books in agricultural education, extension, sociology, psychology, education and rural development which can be made available to graduate students. Around 2,000 volumes dealing on the same fields of study are found in the library.

For research purposes, there are available experimental areas for crop research and adequate number of animal projects which may be used. Opportunities for research and field observation in extension education are provided by the different extension projects maintained and operated by ViSCA such as the Social Laboratory, Barrio Resources Mobilization Program, and Barrio Industries Development Laboratory. In agricultural education, ViSCA is presently maintaining an experimental rural high school, an elementary school and a rural development high school which may be utilized for research in education.

### THE AGRICULTURAL DEVELOPMENT EDUCATION GRADUATE DEGREE PROGRAMS

#### Requirements for the Master's Degree Program in Agricultural Development Education

##### Admission

Applicants seeking admission for graduate work must preferably be holders of a bachelor's degree in agricultural education or its equivalent from any government-recognized institution. Holders of any other bachelor's degree may be admitted but shall be required to take basic agriculture subjects offered for undergraduate students in Agricultural Development Education (ADE).

The ADE Department determines the acceptability of an applicant after submission of the following:

1. accomplished application forms
2. official transcript of records showing a GPA of 2.5 or better, or its equivalent and with no failing grades in subjects found important to the program as determined by a department screening committee on admissions.

- 4 -
3. letters of recommendations from at least two former instructors, professors, superiors or colleagues.

The department shall have a screening committee that shall determine the qualifications of the student applicants based on the document submitted and other pertinent requirements.

Admission of a prospective graduate students shall be recommended by the head of the ADE department to the Officer-in-Charge of Graduate Studies who issues the official letter of admission.

Foreign students having adequate preparation for graduate study are advised to apply for registration one semester before the term.

In addition to the above requirements foreign applicants must submit:

1. official records of degrees earned with the corresponding dates of conferment.
2. results of a test of English as a foreign language (TOEFL), if his native language is not English.

#### Advanced or Transfer Credits

A student who is already enrolled may apply for advanced or transfer credits for work done in another institution upon:

1. presentation of credentials from another institution showing courses passed that are equivalent to those offered in ViSCA for which credit is sought.
2. passing the validating test given for courses taken outside ViSCA, if necessary, by the department offering the equivalent courses, provided such courses were taken within the last three years prior to admission.

Not more than six units of advanced or transfer credits may be granted a student for course work done towards the master's degree in another institution unless taken with prior approval of a duly constituted Graduate Advisory Committee and the Officer-in-Charge of Graduate Studies.

Application for advance credits shall be filed with the Officer-in-Charge of Graduate Studies during the first semester of residence.

#### Residence Requirements

A minimum of two semesters and one summer is required for the master's degree. A student who registers in the Graduate School for course work done on campus or elsewhere as approved by his Graduate Advisory Committee is considered in residence.

### Time Limit

Not more than five school years from the start of graduate work in ViSCA shall be allowed for the fulfillment of all requirements for the master's degree.

### Leave of Absence

If a student has to temporarily discontinue his graduate study, a written request for leave of absence must be submitted for approval of the Officer-in-Charge of Graduate Studies. The request must state the reason for the leave and specify the period of the leave which must not exceed one year. Approved leave of absence shall be included in the five-year limit for finishing the master's degree.

Students who withdraw from ViSCA without formal leave of absence shall have their registration privileges curtailed or entirely withdrawn.

### Graduate Advisory Committee

In consultation with the head of the ADE Department, the student selects his major professor who shall serve as Chairman of the Graduate Advisory Committee. Not later than two months after registration, the student, in consultation with his major professor, selects other members of the Graduate Advisory Committee. The Committee shall be composed of three or four members. At least one member shall represent the minor field. The chairman of the Committee shall come from the major field of the student. Membership in the Advisory Committee shall be limited to members of the Graduate School Faculty and shall be with the mutual consent of the individuals selected to serve.

The head of the ADE department recommends to the Officer-in-Charge of Graduate Studies the composition of the Graduate Advisory Committee. Changes in the composition must be approved by the Officer-in-Charge of Graduate Studies upon recommendation of the major professor in consultation with the student. A graduate student may also propose changes in the composition of his Advisory Committee with the recommendation of the major professor to the Officer-in-Charge of Graduate Studies.

The major professor shall be the student's thesis adviser. In some cases, the student may select a thesis co-adviser who automatically becomes a member of the Graduate Advisory Committee.

### Degree Options

#### 1. Master of Science in Agricultural Development Education (MSADE)

This degree program requires a thesis. A graduate student may major in agricultural education and minor in agricultural extension or vise-versa. Other minor fields are agronomy, crop protection, animal science, and agricultural economics.

a. Thesis Requirement. After earning at least 12 units with graduate credits and upon approval of his Graduate Advisory Committee, a student may start thesis work. Before doing actual research, a thesis

outline must be approved by the Advisory Committee, a copy of which shall be submitted to the Office of Graduate Studies.

Copies of the draft of the thesis manuscript when completed in all respects and editorially acceptable to the adviser shall be submitted to the student's advisory committee for criticism, evaluation and suggestions for improvement, after which the student may apply for final oral examination. After a successful examination, the approved thesis manuscript prepared in seven (7) copies following the prescribed format of ViSCA shall be distributed as follows: one copy each for the major department, the student, the thesis adviser, ViSCA Library, National Library, Office of Graduate Studies and Director of Research.

Candidates for graduation must submit the seven (7) copies to the Office of Graduate Studies at least one day before the Executive Committee of the College meets to act on candidates for graduation.

b. Work in Absentia. Thesis work may be done in absentia with the approval of the Graduate Advisory Committee. A student working in absentia must register his thesis and make periodic progress reports to his thesis adviser.

## 2. Master in Agricultural Development Education (MADE)

This degree program does not require a thesis. Instead, the student takes more courses than those in MSADE and works on a special problem. A graduate student may major in either agricultural education or extension and may choose two minor fields of study.

### Course Work Requirement

The Master of Science in Agricultural Development Education (MSADE) degree requires a minimum of 24 units of course work with at least 18 units on the graduate level. At least 15 units shall be in the major fields and nine units in the minor fields. On the other hand, the Master in Agriculture Development Education (MADE) degree requires a minimum of 36 units, 24 of which shall be in the major fields of study.

Before the first semester ends, the student, in conference with his major professor, drafts a detailed listing of courses he plans to take for approval by the Graduate Advisory Committee and submission to the Office of Graduate Studies. Courses taken for an earned degree cannot be credited.

A student must have a weighted average of "2.00" or better for the course work in the major and minor fields prescribed by the advisory committee. He must obtain a passing grade of 3.00 in all prescribed courses, both graduate and undergraduate, as part of the qualification for taking the master's comprehensive examination.

## Examinations

Comprehensive examination. After satisfying the course work requirement, the student submits his application for a comprehensive examination duly recommended by his Advisory Committee which in turn tests the student's competence in integrating knowledge. The examinations, which shall be based on all courses taken, shall be in oral form to be supplemented by a written examination if deemed necessary by the Committee.

To pass the comprehensive examination, a student should get a unanimous vote of the Committee members. If he fails, he may be given one -re-examination upon unanimous approval of the Committee members. Additional courses may be required to further prepare the student for the re-examination.

Final oral examination. The student shall take an oral examination on his thesis or special problem given by the Graduate Advisory Committee.

To pass the examination, the student must receive no more than one negative vote. A student who fails may apply for one re-examination after one month but not later than six months after the first. Failure to pass the re-examination disqualifies the student from earning the degree.

Using the prescribed form, the chairman of the Graduate Advisory Committee makes a report on the results of the comprehensive and final oral examinations to the Office of Graduate Studies no later than the first working day following the examination.

## Course Offerings

### Agricultural Development Education

ADE 211

ADVANCED EDUCATIONAL PSYCHOLOGY\* - Psychological theories and principles underlying the learning process.

Pre-requisite: Ag. Ed. 38 or its equivalent  
3 hours a week (lec.)

Credit: 3 units

Ag. Ed. 212

CURRICULUM PLANNING AND DEVELOPMENT - Curriculum planning and strategies; analysis of school environment in relation to agricultural education curricula.

Pre-requisite: Consent of instructor  
3 hours a week (lec.)

Credit: 3 units

\*

Required for both agricultural education and extension major students.

- ADE 213 MODERN THEORIES AND PRINCIPLES OF EDUCATION\*- -  
Significant theories and principles of education and their application to agricultural education in the Philippines.  
Pre-requisite: Consent of instructor  
3 hours a week (lec.)  
Credit: 3 units
- Ag. Ed. 214 COLLEGE TEACHING - Selection and organization of subject matter for specific courses; development of teaching techniques; evaluation of learning outcomes.  
Pre-requisite: Ag.Ed. 39 or its equivalent  
3 hours a week (lec.)  
Credit: 3 units
- Ag.Ed. 216 SUPERVISED FARMING PROGRAMS - Planning, implementing and managing supervised farming programs of students.  
Pre-requisite: Ag.Ed. 35 or its equivalent  
3 hours a week (lec.)  
Credit: 3 units
- Statistics 221 SOCIAL SCIENCE STATISTICS\* - Statistical tests and their application to social science research.  
Pre-requisite: Stat. 11 or its equivalent  
5 hours a week (2 lec., 3 lab.)  
Credit: 3 units
- ADE 222 SOCIAL SCIENCE RESEARCH\* - Selection of research problem; designing, conducting and reporting of social science research.  
Pre-requisite: Stat. 221 or its equivalent  
3 hours a week (lec.)  
Credit: 3 units
- Ag.Ed. 231 AGRICULTURAL EDUCATION FOR RURAL DEVELOPMENT - Strategies in agricultural education for rural development: economic growth, technological and institutional changes.  
Pre-requisite: Ag.Ed. 36 or its equivalent  
3 hours a week (lec.)  
Credit: 3 units
- Ag.Ed. 232 SOCIAL CHANGE AND EDUCATIONAL DEVELOPMENT - Analysis of theories of social change and their application to social innovations for educational development.  
Pre-requisite: Ed. 12 or its equivalent  
3 hours a week (lec.)  
Credit: 3 units

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\* Required for both agricultural education and extension major students.

- Ag.Ed. 241      NON-FORMAL EDUCATION IN ~~ADMINISTRATION~~ - Concepts, principles and strategies of non-formal education in agriculture.  
Pre-requisite: Consent of instructor  
3 hours a week (lec.)  
Credit: 3 units
- Ag.Ed. 242      ADVANCED ADMINISTRATION AND SUPERVISION - Concepts, theories, practices and legal basis of administration and supervision and their relevance to educational institutions; leadership and educational management.  
Pre-requisite: Consent of Instructor  
3 hours a week (lec.)  
Credit: 3 units
- Ag.Ed. 243      PERSONNEL ADMINISTRATION - Effective personnel administration in relation to quality of education; interpretation and analysis of civil service rules and regulations.  
Pre-requisite: Ag. Ed. 242  
3 hours a week (lec.)  
Credit: 3 units
- ~~ADE~~Ed. 244      ECONOMICS OF EDUCATION\* - Applying economic analytical tools to education; policies in financing, optimizing operations, cost effectiveness and cost-benefit ratio of educational programs and systems.  
Pre-requisite: Econ. 11 or its equivalent  
3 hours a week (lec.)  
Credit: 3 units
- Ag.Ed. 245      CURRENT PROBLEMS AND ISSUES IN EDUCATIONAL ADMINISTRATION - Problems, issues and trends affecting educational institutions; development of administrative procedures to cope with changes in education.  
Pre-requisite: Ag.Ed. 242 or its equivalent  
3 hours a week (lec.)  
Credit: 3 units
- ADE 290a      SPECIAL TOPICS\*  
Credit: 2 units
- ADE 290b      SPECIAL PROBLEMS\*  
Credit: 2 units
- ADE 300      THESIS\*  
Credit: 6 units

\*

Required for both agricultural education and extension major students

Agricultural Extension

- Ag.Ext. 215 RURAL SOCIAL SYSTEMS - Rural social organizations: their structure, functions and effectiveness to meet the needs of rural people.  
Pre-requisite: Ag.Ext. 36 or its equivalent  
3 hours a week (lec.)  
Credit: 3 units
- Ag.Ext. 216 FARMER EDUCATION PROGRAMS IN AGRICULTURE - Ways of developing programs for farmers; effective methods of teaching adults.  
Pre-requisite: Ag.Ext. 21 or its equivalent  
3 hours a week (lec.)  
Credit: 3 units
- Ag.Ext. 217 TEACHING FARMER CLASSES IN AGRICULTURE - Organizing and promoting farmer classes; course planning; instructional procedures, follow-up and evaluation.  
Pre-requisite: Ag.Ext. 41 or its equivalent  
3 hours a week (lec.)  
Credit: 3 units
- Ag.Ext. 218 EXTENSION STRATEGIES FOR RURAL DEVELOPMENT - Extension strategies for rural development applicable in developing countries.  
Pre-requisite: Consent of instructor  
3 hours a week (lec.)  
Credit: 3 units
- Ag. Ext. 224 EVALUATION IN ADULT EDUCATION:- Concepts and problems in adult education and community development; selection, construction and use of evaluation devices.  
Pre-requisite: Ag.Ext. 47 or its equivalent  
3 hours a week (lec.)  
Credit: 3 units
- Ag.Ext. 233 COMMUNICATION IN EXTENSION EDUCATION - Application of concepts and principles of communication in extension education.  
Pre-requisite: DevCom 21 or its equivalent  
3 hours a week (lec.)  
Credit: 3 units
- Ag.Ext. 234 PARA-PROFESSIONALS IN ADULT EDUCATION - Concepts, principles, methods and procedures useful to adult education teachers in working with para-professionals.  
Pre-requisite: Ag.Ext. 41 or its equivalent  
3 hours a week (lec.)  
Credit: 3 units

Ag. Ext. 246

LEADERSHIP AND ORGANIZATION - Leadership behavior and group processes in formal organizations; socio-psychological approaches to effective organizations.

Pre-requisite: Ag. Ext. 34 or its equivalent  
3 hours a week (lec.)

Credit: 3 units

Ag. Ext. 247

PLANNING AND ADMINISTERING OF EXTENSION PROGRAMS - Extension programs: their administration, planning, financing, implementation, evaluation, and interrelationships.

Pre-requisite: Ag. Ext. 45 or its equivalent  
3 hours a week (lec.)

Credit: 3 units

Crop Protection

Crop Prot. 210

ARTHROPOD AND VERTEBRATE PESTS AND THEIR CONTROL - Bionomics and control of the major insect, mite and vertebrate pests of crops.

Pre-requisite: Crop Prot. 21 & 22 or equivalent courses  
5 hours a week (2 lec., 3 lab.)

Credit: 3 units

Crop Prot. 220

PLANT DISEASES AND THEIR CONTROL - Symptoms, signs and causes of major plant diseases; their biology and control.

Pre-requisite: Crop Prot. 21 and 22 or equivalent courses  
5 hours a week (2 lec., 3 lab.)

Credit: 3 units

Crop. Prot. 230

WEEDS AND THEIR CONTROL - Identification, life history and characteristic habits of important weed species; methods of control.

Pre-requisite: Crop Prot. 21 & 22 or equivalent courses  
5 hours a week (2 lec., 3 lab.)

Credit: 3 units

Agronomy/Horticulture

Agro. 210

FIELD CROP PRODUCTION AND MANAGEMENT - Intensified production and management of sugar cane and cereals and their cropping systems.

Pre-requisite: Agronomy 21 or its equivalent  
5 hours a week (2 lec., 3 lab.)

Credit: 3 units

Hort. 220

PLANTATION CROP PRODUCTION AND MANAGEMENT -  
Production and management of plantation crops  
and their inter-cropping and cover-cropping.  
Pre-requisite: Hort. 22 or its equivalent  
5 hours a week (2 lec., 3 lab.)  
Credit: 3 units

Agro. 230

ROOT CROP PRODUCTION AND MANAGEMENT - Inten-  
sified production and management of root crops;  
multiple cropping system.  
Pre-requisite: Agronomy 21 or its equivalent  
5 hours a week (2 lec., 3 lab.)  
Credit: 3 units

Animal Science

An. Sci. 210

POULTRY PRODUCTION AND MANAGEMENT - Systems of  
poultry production; problems and management  
practices; factors affecting costs and returns.  
Pre-requisite: An. Sci. 22 or its equivalent  
5 hours a week (2 lec., 3 lab.)  
Credit: 3 units

An.Sci. 220

SWINE PRODUCTION AND MANAGEMENT - Systems of  
swine production; problems and management prac-  
tices; factors affecting costs and returns.  
Pre-requisite: An. Sci. 22 or its equivalent  
5 hours a week (2 lec., 3 lab.)  
Credit: 3 units

An. Sci. 230

RUMINANT PRODUCTION AND MANAGEMENT - Systems  
of beef production; problems and management  
practices; factors affecting costs and returns.  
Pre-requisite: An. Sci. 22 or its equivalent  
5 hours a week (2 lec., 3 lab.)  
Credit: 3 units

Agricultural Economics

Ag.Econ. 210

RESOURCES UTILIZATION AND FARM BUSINESS ANALYSIS -  
Uses and management of the factors of production; farm  
planning and budgeting; analysis of farm records and  
accounts; calculation of farm earnings.  
Pre-requisite: Econ. 11 and consent of instructor  
3 hours a week (lec.)  
Credit: 3 units

Ag.Econ. 220

ECONOMICS OF MARKETING - Market structure and orga-  
nization; marketing functions; market outlets; costs,  
prices and margins.  
Pre-requisite: Econ. 11 or its equivalent  
3 hours a week (lec.)  
Credit: 3 units

Ag.Econ. 230

PROJECT FEASIBILITY STUDIES. Project identification; selection and preparation of market, technical, financial and management studies.

Pre-requisite: Ag.Econ. 210

5 hours a week (2 lec., 3 lab.)

Credit: 3 units

# A P P E N D I X

Table 1. Intention of Extension workers and agricultural teachers to seek admission if ViSCA will offer graduate program.

Response	R e s p o n d e n t s			
	: Extension Workers		: Vo-Ag Teachers	
	: N	: %	: N	: %
Intend to seek admission	38	88	34	97
Do not intend to seek admission	5	12	1	3
TOTAL:	43	100	35	100

Table 2. Graduates' plan after finishing the degree.

Response	R e s p o n d e n t s			
	: Extension Worker		: Vo-Ag Teachers	
	: N	: %	: N	: %
Teach in College	6	16	21	62
Teach in high school	4	11	2	6
Administer a school/ extension agency	27	71	11	32
No response	1	2	0	0
TOTAL:	38	100	35	100

Table 3. Preferences of extension workers and agriculture teachers for cognate fields

Cognate fields	R e s p o n d e n t s			
	Extension workers		Vo-ag Teachers	
	N	%	N	%
Administration and supervision	15	39	10	29
Community Development	7	18	1	3
Animal Science	1	3	5	15
Plant Science	9	24	11	32
Ag. Econ/Agribusiness	5	13	5	15
No response	1	3	2	6
TOTAL:	38	100	34	100

Table 4. Graduate program preference of extension workers and agriculture teachers.

Masteral Program Preferred	R e s p o n d e n t s			
	Extension Worker		Vo-Ag Teacher	
	N	%	N	%
With thesis	15	39	18	53
Without thesis	23	61	11	32
No response	0	0	5	15
TOTAL:	38	100	34	100

Table 5. Doctorate degree holders and their fields of specialization in all departments and offices in ViSCA, SY 1978-79.

Fields of Specialization	Number of Doctorate Degree Holders
Genetics	1 <sup>a/</sup>
Agronomy	1 <sup>b/</sup>
Entomology	2
Agricultural Education	5
Reproductive Physiology	1
Educational Anthropology	1
Plant Pathology	1
Language Education	1
Agricultural Extension	1
TOTAL: 17	

<sup>a/</sup> The holder is President.

<sup>b/</sup> One of the holders is Vice-President for External Affairs.

Table 6. Distribution of doctorate and master's degree holders in academic departments, offices and research centers in VISCA SY 1978-79\*

Department/Office /Center	Doctorate Degree Holders	Master's Degree Holders
Agricultural Development Education	5	6
Agricultural Economics	-	4
Agricultural Engineering and Applied Mathematics	-	3
Agronomy/Soils	1	4
Animal Science and Veterinary Medicine	1	4
Arts and Letters	1	4
Forestry	-	2
Home Science	-	6
Philippine Root Crops Research and Training Center	1	2
Physical Education	-	1
Plant Breeding	2	2
Community Extension Service	2	-
Regional Coconut Research Center	1	-
Experimental Rural High School	-	8
Crop Protection	3	5
TOTAL:	17	51

\* This does not include faculty members on study leave for advanced degrees.

Table 7. Distribution of ADE staff members with advanced degrees and their specialization as of April, 1979.

Speicalization	D e g r e e	
	: MS/MA/Magr	: Ph.D./Ed.D.
Development Communication	3	-
Agricultural Education	2	4
Agricultural Extension	-	2
TOTAL:		5
		6